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.

<table>
<thead>
<tr>
<th>Summary of Revisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 10, 2015</td>
</tr>
<tr>
<td>Dual Degree Policy updated.</td>
</tr>
<tr>
<td>November 11, 2015</td>
</tr>
<tr>
<td>CHTC program prerequisites updated.</td>
</tr>
<tr>
<td>November 11, 2015</td>
</tr>
<tr>
<td>Nursing Kaplan exam cost updated.</td>
</tr>
</tbody>
</table>
# Academic Calendar

## Main Campus, Denver, and Online Academic Calendar

### Fall 2015 Trimester, August 31 - December 11, 2015

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1</td>
<td>New student application deadline for fall <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>July 6 - September 4</td>
<td>Returning student registration <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>July 6 - August 14</td>
<td>Online student registration <em>(New and Returning)</em></td>
</tr>
<tr>
<td>July 13 - September 4</td>
<td>New student registration <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>July 31</td>
<td>Online application deadline</td>
</tr>
<tr>
<td>July 27</td>
<td>Financial Aid application deadline for Fall</td>
</tr>
<tr>
<td>August 7</td>
<td>Financial Aid application deadline for Fall <em>(Online Students)</em></td>
</tr>
<tr>
<td>August 31</td>
<td>Classes begin</td>
</tr>
<tr>
<td>September 4</td>
<td>Last day to register, add a class, drop a class with no record, or change to audit</td>
</tr>
<tr>
<td>September 7</td>
<td>Labor Day, no classes</td>
</tr>
<tr>
<td>September 15</td>
<td>Convocation</td>
</tr>
<tr>
<td>November 13</td>
<td>Financial Aid Deadline for Fall 2015, if not returning Spring 2016. Financial Aid Deadline to apply or change loans for Fall 2015.</td>
</tr>
<tr>
<td>November 13</td>
<td>Last day to withdraw from classes and receive a &quot;W&quot; (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).</td>
</tr>
</tbody>
</table>
November 16	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 25 - 27	Thanksgiving holiday break, no classes

December 7 - 11	Final examinations

December 14	Graduation ceremony

December 14 - January 8	Christmas holiday break, no classes

Spring 2016 Trimester, January 11 - April 22

November 1, 2015	New student application deadline for spring *(Main Campus, Denver)*

November 2, 2015 - January 15, 2016	Returning student registration *(Main Campus, Denver)*

November 2, 2015 - December 18, 2015	Online student registration *(New and Returning)*

November 9, 2015 - January 15, 2016	New student registration *(Main Campus, Denver)*

December 4, 2015	Financial aid application deadline for Spring *(Main Campus, Denver)*

December 9, 2015	Online application deadline

December 14, 2015	Financial aid application deadline for Spring *(Online Students)*

January 11	Classes begin

January 15	Last day to register, add a class, drop a class with no record, or change to audit

January 18	Martin Luther King Jr. Day, no classes

February 29 - March 4	Spring term break, no classes

March 23	Financial Aid Deadline for Spring 2016, if not returning Summer 2016

March 23	Financial Aid Deadline to apply or change loans for Spring 2016
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1</td>
<td>Last day to withdraw from classes and receive a &quot;W&quot; (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).</td>
</tr>
<tr>
<td>April 4</td>
<td>Financial Aid Deadline for Summer 2016 (<em>Main Campus, Denver</em>)</td>
</tr>
<tr>
<td>April 4</td>
<td>First day all withdrawals receive a grade of &quot;WF&quot; (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates.)</td>
</tr>
<tr>
<td>April 9</td>
<td>Early Bird Deadline for Fall 2016</td>
</tr>
<tr>
<td>April 18-22</td>
<td>Final examinations</td>
</tr>
<tr>
<td>April 25</td>
<td>Graduation ceremony</td>
</tr>
<tr>
<td>April 26-M</td>
<td><strong>No classes</strong></td>
</tr>
</tbody>
</table>

14-Week Summer 2016 Trimester, May 9 - August 12

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1</td>
<td>New student application deadline for summer (<em>Main Campus, Denver</em>)</td>
</tr>
<tr>
<td>March 14-M</td>
<td>Returning student registration (<em>Main Campus, Denver</em>)</td>
</tr>
<tr>
<td>March 14-Apr</td>
<td>Online student registration (<em>New and Returning</em>)</td>
</tr>
<tr>
<td>March 21-M</td>
<td>New student registration (<em>Main Campus, Denver</em>)</td>
</tr>
<tr>
<td>April 4</td>
<td>Financial aid deadline for Summer</td>
</tr>
<tr>
<td>April 11</td>
<td>Online application deadline</td>
</tr>
<tr>
<td>April 18</td>
<td>Financial aid deadline for Summer (<em>Online Students</em>)</td>
</tr>
<tr>
<td>May 9</td>
<td>Classes begin</td>
</tr>
<tr>
<td>May 13</td>
<td>Last day to register, add a class, drop a class with no record, or change to audit</td>
</tr>
<tr>
<td>May 30</td>
<td>Memorial Day, <strong>no classes</strong></td>
</tr>
<tr>
<td>July 4</td>
<td>July 4th holiday, <strong>no classes</strong></td>
</tr>
<tr>
<td>July 15</td>
<td>Last day to submit Financial Aid Information for 2015-2016</td>
</tr>
<tr>
<td>Date</td>
<td>Event Description</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>July 22</td>
<td>Last day to withdraw from classes and receive a &quot;W&quot; (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).</td>
</tr>
<tr>
<td>July 25</td>
<td>Financial Aid Deadline for Fall 2016</td>
</tr>
<tr>
<td>July 25</td>
<td>First day all withdrawals receive a grade of &quot;WF&quot; (For terms longer or shorter than 14 weeks, contact the Office of the Registrar for the withdrawal dates).</td>
</tr>
<tr>
<td>August 8 - 12</td>
<td>Final examinations</td>
</tr>
<tr>
<td>August 13 - 26</td>
<td>Summer break, <strong>no classes</strong></td>
</tr>
</tbody>
</table>

First 7-Week Summer 2016 Session, May 9 - June 24

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1</td>
<td>New student application deadline for summer (<strong>Main Campus, Denver</strong>)</td>
</tr>
<tr>
<td>March 14 - May 13</td>
<td>Returning student registration (<strong>Main Campus, Denver</strong>)</td>
</tr>
<tr>
<td>March 14 - April 29</td>
<td>Online student registration (<strong>New and Returning</strong>)</td>
</tr>
<tr>
<td>March 21 - May 13</td>
<td>New student registration (<strong>Main Campus, Denver</strong>)</td>
</tr>
<tr>
<td>April 4</td>
<td>Financial aid deadline for Summer</td>
</tr>
<tr>
<td>April 11</td>
<td>Online application deadline</td>
</tr>
<tr>
<td>April 18</td>
<td>Financial aid deadline for Summer (<strong>Online Students</strong>)</td>
</tr>
<tr>
<td>May 9</td>
<td>Classes begin</td>
</tr>
<tr>
<td>May 13</td>
<td>Last day to register, add a class, drop a class with no record, or change to audit</td>
</tr>
<tr>
<td>May 30</td>
<td>Memorial Day, <strong>no classes</strong></td>
</tr>
<tr>
<td>June 10</td>
<td>Last day to withdraw from classes and receive a &quot;W&quot;</td>
</tr>
<tr>
<td>June 13</td>
<td>First day all withdrawals receive a grade of &quot;WF&quot;</td>
</tr>
<tr>
<td>June 20 - 24</td>
<td>Final examinations</td>
</tr>
<tr>
<td>August 15 - 26</td>
<td>Summer break, <strong>no classes</strong></td>
</tr>
</tbody>
</table>
Second 7-Week Summer 2016 Session, June 27 - August 12

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 1</td>
<td>New student application deadline for summer <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>March 14 - May 13</td>
<td>Returning student registration <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>March 14 - April 29</td>
<td>Online student registration <em>(New and Returning)</em></td>
</tr>
<tr>
<td>March 21 - May 13</td>
<td>New student registration <em>(Main Campus, Denver)</em></td>
</tr>
<tr>
<td>April 4</td>
<td>Financial aid deadline for Summer</td>
</tr>
<tr>
<td>April 18</td>
<td>Financial aid deadline for Summer <em>(Online Students)</em></td>
</tr>
<tr>
<td>June 27</td>
<td>Classes begin</td>
</tr>
<tr>
<td>July 1</td>
<td>Last day to register, add a class, drop a class with no record, or change to audit</td>
</tr>
<tr>
<td>July 4</td>
<td>July 4th holiday, no classes</td>
</tr>
<tr>
<td>July 25</td>
<td>Financial aid deadline for Fall 2016</td>
</tr>
<tr>
<td>July 29</td>
<td>Last day to withdraw from classes and receive a &quot;W&quot;</td>
</tr>
<tr>
<td>August 1</td>
<td>First day all withdrawals receive a grade of &quot;WF&quot;</td>
</tr>
<tr>
<td>August 8 - 12</td>
<td>Final examinations</td>
</tr>
<tr>
<td>August 15 - 26</td>
<td>Summer break, no classes</td>
</tr>
</tbody>
</table>

Session Dates: 2015-2016

*Fall Trimester: FA 15*

*Thanksgiving Break: November 25 - 27, 2015*

*Graduation: December 14, 2015*

<table>
<thead>
<tr>
<th>Date</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 31, 2015 - December 11, 2015</td>
<td>14 Weeks</td>
</tr>
<tr>
<td>August 31, 2015 - October 16, 2015</td>
<td>7 Weeks</td>
</tr>
<tr>
<td>August 31, 2015 - October 02, 2015</td>
<td>5 Weeks</td>
</tr>
<tr>
<td>Week 1</td>
<td>Week 2</td>
</tr>
<tr>
<td>-------</td>
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</tr>
<tr>
<td>October 05, 2015 - November 06, 2015</td>
<td>5 Weeks</td>
</tr>
<tr>
<td>October 19, 2015 - December 11, 2015</td>
<td>7 Weeks</td>
</tr>
<tr>
<td>November 9, 2015 - December 11, 2015</td>
<td>4 Weeks</td>
</tr>
</tbody>
</table>

**Spring Trimester: SP 16**

- Spring Break: February 29 - March 4
- Graduation: April 25, 2016

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Week 2</th>
<th>Week 3</th>
<th>Week 4</th>
<th>Week 5</th>
<th>Week 6</th>
<th>Week 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 11, 2016 - April 22, 2016</td>
<td>14 Weeks</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>January 05, 2016 - February 26, 2016</td>
<td>7 Weeks</td>
<td></td>
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<tr>
<td>January 05, 2016 - February 12, 2016</td>
<td>5 Weeks</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>February 15, 2016 - March 25, 2016</td>
<td>5 Weeks</td>
<td></td>
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<tr>
<td>March 7, 2016 - April 22, 2016</td>
<td>7 Weeks</td>
<td></td>
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<tr>
<td>March 28, 2016 - April 22, 2016</td>
<td>4 Weeks</td>
<td></td>
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</table>

**Summer Trimester: SU 16**

<table>
<thead>
<tr>
<th>Week 1</th>
<th>Week 2</th>
<th>Week 3</th>
<th>Week 4</th>
<th>Week 5</th>
<th>Week 6</th>
<th>Week 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 09, 2016 - August 12, 2016</td>
<td>14 Weeks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 09, 2016 - June 24, 2016</td>
<td>7 Weeks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>May 09, 2016 - June 10, 2016</td>
<td>5 Weeks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 13, 2016 - July 15, 2016</td>
<td>5 Weeks</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>June 27, 2016 - August 12, 2016</td>
<td>7 Weeks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>July 18, 2016 - August 12, 2016</td>
<td>4 Weeks</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
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: online-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 in the fall of 2011. The third, a master’s degree in Healthcare Administration began fall 2013. The fourth, a master’s degree in Physician Assistant, began summer 2015. The fifth, a doctoral degree in Physical Therapy, is planned to begin in 2016. 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.
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.

**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.

**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.
General Information

Accrediting Bodies

Southern Association of Colleges and Schools (SACSCOC)
Adventist University of Health Sciences is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award certificates, associates, baccalaureate, master's, and doctoral 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.

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

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

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 20814-3449
Phone: (301) 652-AOTA
www.aota.org
www.acoteonline.org

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Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA)
12000 Findley Road
Suite 150
Johns Creek, GA 30097
Phone: 770-476-1224
Fax: 770-476-1738

The Accreditation Review Commission on Education for the Physician Assistant (ARC-PA) is the accrediting agency that protects the interests of the public and PA profession by defining the standards for PA education and evaluating PA educational programs within the territorial United States to ensure their compliance with those standards.

Commission on Accreditation in Physical Therapy Education (CAPTE)
1111 North Fairfax Street
Alexandria, VA 22314
phone: 703-706-3245
email: accreditation@apta.org

Graduation from a physical therapist education program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, VA 22314; phone; 703-706-3245; accreditation@apta.org is necessary for eligibility to sit for the licensure examination, which is required in all states.

Effective November 11, 2015, Adventist University of Health Sciences (ADU) has been granted Candidate for Accreditation status by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax St., Alexandria, VA 22314; phone 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates that the program is progressing toward accreditation and may matriculate students in professional courses. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.

Commission on Accreditation of Allied Health Education Programs (CAAHEP)
1361 Park Street
Clearwater, Florida 33756
Phone: (727) 210-2350
Council on Accreditation of Nurse Anesthesia Educational Programs (COA)
The program's next review by the COA is scheduled for Spring 2019.

222 South Prospect Avenue
Park Ridge, Illinois 60068-4001
Phone: (847) 655-1160
http://home.coa.us.com/accredited-programs/Pages/default.aspx

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
www.jcert.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: mail@jrcnmt.org

Governing Academic Catalog
This Academic Catalog covers general questions relating to the academic policies that are to be observed by the student during the 2015-2016 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.

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 to a program at Adventist University of Health Sciences (ADU). 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 archived Academic Catalog (PDF document) is the official source of information for all ADU 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.

Policies Regulating the Current Catalog
The provisions of this Academic Catalog are not to be regarded as an irrevocable contract between the student and Adventist University of Health Sciences. 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 when this Academic Catalog is in effect.

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

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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

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Adventist University of Health Sciences is subject to investigation of complaints from online students who reside in the state of Maryland by the Maryland Higher Education Commission. Complaints from online Maryland students should be directed to:

Maryland Attorney General
Consumer Protection Division
200 St. Paul Street
Baltimore, MD 21202
Phone: 410-528-8662
Phone: 888-743-0823 (toll free)

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 nonforcible 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
• Dates of attendance
• Degrees, honors, and awards received
• Student ID
• University issued e-mail
• Enrollment status
• Most recent educational institution attended
• Major field of study
• Photograph
• Year in school (freshman, etc.)
• Participation in officially recognized activities

- 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.*
Admission Information

Applying to Adventist University of Health Sciences for the Undergraduate Student

The Office of Enrollment Services assists prospective students and applicants with any needs relating to general admission to Adventist University of Health Sciences (ADU). 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's specifications. Please refer to the laptop policy within the Policies and Procedures section of 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 background check once admitted and before registration takes place. Specific instructions will be emailed 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 Background Disclosure 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 (also referred to as the username) 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 Counselor (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 Counselors during the application process. Applicants will not be considered for General Studies admission until all application materials have been received.
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. Completed files will be reviewed by the Undergraduate General Studies Admission Committee. Students will be notified of the Committee's decision by email. 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 Diagnostic Medical Sonography, 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.

Applying to Adventist University of Health Sciences for the Graduate Student

Prospective graduate students, applicants, and current students who have questions regarding admission to Post-Baccalaureate, General Graduate Studies, or a specific program should contact the program department and speak with the Program Admission Coordinator.

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 to the Healthcare Administration and Nurse Anesthesia programs are required to use the online application found at http://apply.adu.edu. Occupational Therapy applicants must apply using OTCA. For 2015, Physical Therapy applicants apply on-line at http://apply.adu.edu and submit all requirements to the Office of Enrollment Services. In 2016, Physical Therapy applicants will apply using PTCAS. Physician Assistant applicants must apply using CASPA.

2. During the application process, students are encouraged to contact their Program Admission Coordinator for information regarding processes and questions about becoming an ADU student. Applicants will not be considered for admission until all application materials have been received.

3. 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 Background Disclosure Form during the admission process.

4. Applicants who are not U.S. citizens must provide proof of legal residency.

5. Completed files will be reviewed for the graduate program selected on the application. Students will be notified of the committee's decision in writing after the admission deadline. Admission status is available at http://my.adu.edu.
6. If applicants indicated an interest in Graduate Non-Degree on their application and were granted admission, it will allow them to take graduate general education courses only. To enroll in program-specific courses, a student must be admitted to that program. Once admitted to the University, students should stay in touch with the Program Admission Coordinator to ensure their file is complete and ready for consideration by the specific program.

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.

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.

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.

<table>
<thead>
<tr>
<th>Degree Programs</th>
<th>Admission Material Submission Deadline-Admission Review Begins</th>
<th>Program Begins</th>
</tr>
</thead>
</table>

**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

<table>
<thead>
<tr>
<th>Month</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>July 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>November 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>March 1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Early Acceptance Priority

<table>
<thead>
<tr>
<th>Month</th>
<th>Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 1</td>
<td></td>
</tr>
</tbody>
</table>

### Associate Degrees

<table>
<thead>
<tr>
<th>Program</th>
<th>Start Date</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diagnostic Medical Sonography - General Ultrasound</td>
<td>December 31</td>
<td>Summer</td>
</tr>
<tr>
<td>Diagnostic Medical Sonography - Cardiovascular Ultrasound</td>
<td>December 31</td>
<td>Summer</td>
</tr>
<tr>
<td>Occupational Therapy Assistant</td>
<td>May 1</td>
<td>Fall</td>
</tr>
<tr>
<td>Pre-Professional Studies</td>
<td>Ongoing</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>Radiography</td>
<td>December 1</td>
<td>Summer</td>
</tr>
</tbody>
</table>

### Bachelor Degrees

<table>
<thead>
<tr>
<th>Program</th>
<th>Start Date</th>
<th>Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biomedical Sciences</td>
<td>Ongoing</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>Conductive Education</td>
<td>Ongoing</td>
<td>Fall</td>
</tr>
<tr>
<td>Health Sciences</td>
<td>Ongoing</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>Healthcare Administration</td>
<td>Ongoing</td>
<td>Fall, Spring, Summer</td>
</tr>
<tr>
<td>Nuclear Medicine Technology</td>
<td>May 15</td>
<td>Fall</td>
</tr>
<tr>
<td>Nursing</td>
<td>April 15, August 15, December 15</td>
<td>Fall, Spring, Summer</td>
</tr>
</tbody>
</table>
### Bachelor Completion Programs (Online Education)

<table>
<thead>
<tr>
<th>Program</th>
<th>Application Dates</th>
<th>Start Dates</th>
<th>Enrollment Periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diagnostic Medical Sonography</td>
<td>July 31, 2015</td>
<td>Fall Spring Summer</td>
<td></td>
</tr>
<tr>
<td></td>
<td>December 9, 2015</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>April 11, 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nursing (RN-BSN)</td>
<td>July 31, 2015</td>
<td>Fall Spring Summer</td>
<td></td>
</tr>
<tr>
<td></td>
<td>December 9, 2015</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>April 11, 2016</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Radiologic Sciences</td>
<td>July 31, 2015</td>
<td>Fall Spring Summer</td>
<td></td>
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<tr>
<td></td>
<td>December 9, 2015</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>April 11, 2016</td>
<td></td>
<td></td>
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</tbody>
</table>

### Master's Degrees

<table>
<thead>
<tr>
<th>Program</th>
<th>Application Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Healthcare Administration</td>
<td>April 1</td>
</tr>
<tr>
<td>Nurse Anesthesia</td>
<td>March 1</td>
</tr>
<tr>
<td>Occupational Therapy</td>
<td>March 1</td>
</tr>
<tr>
<td>Physical Therapy</td>
<td>December 1</td>
</tr>
<tr>
<td>Physician Assistant</td>
<td>October 1</td>
</tr>
</tbody>
</table>

### Graduate Non-Degree

<table>
<thead>
<tr>
<th>Program</th>
<th>Application Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Studies Admission</td>
<td>November 1</td>
</tr>
<tr>
<td></td>
<td>March 1</td>
</tr>
</tbody>
</table>

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**General Studies Admission for the Undergraduate Student**

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.
2. Present evidence of graduation with the minimum of a standard diploma from a public high school or accredited private school 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. 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.

4. 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.

5. 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 to ADU from each institution, or the applicant may deliver a transcript in a sealed envelope directly to the Office of Enrollment Services. 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. 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.
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 be denied 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 be denied 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).

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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.

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 to ADU from each institution, or the applicant may deliver a transcript in a sealed envelope directly to the Office of Enrollment Services. Faxed copies will not be considered official. Unofficial transcripts\(^1\) may be used for preliminary admission calculations. Failure to disclose all colleges previously attended could result in denial or dismissal. ADU uses third-party
companies to verify past attendance. 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).

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 who have completed at least their junior 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.

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 ADU from each institution, or the applicant may deliver a transcript in a sealed envelope directly to the Office of Enrollment Services. 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.

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 to ADU from each institution, or the applicant may deliver a transcript in a sealed envelope directly to the Office of Enrollment Services. Faxed copies will not be considered official. Unofficial transcripts\(^1\) 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.

Graduate Non-Degree Admissions Requirements

Those who wish to enroll for graduate-level course work (as opposed to the undergraduate courses as specified in the Post-Baccalaureate section) before being admitted to a graduate program should apply for Graduate Non-Degree admission. This type of admission does not include admission to any other graduate or undergraduate program, nor is it required to apply to a graduate program at Adventist University. Students will be considered for Graduate Non-Degree admission when they:

1. Submit an application online and a nonrefundable $50 application fee.
2. Present evidence of a Bachelor’s degree in an appropriate major from a regionally accredited institution.
3. Present current official transcripts from all undergraduate and/or graduate institutions 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 (WES). This is the only company from which we will accept transcript evaluations.
4. Present a minimum cumulative undergraduate GPA of 2.85 or higher on a 4.00 scale.
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).

Due to the type and quality of resources needed for graduate coursework, course enrollment may be limited. Students accepted to a program of study will be given preference for course enrollment.

A transcript is considered official when stamped with the official school seal/security paper, signed by the appropriate school official, and received in a sealed envelope. An official transcript may be either mailed directly from the issuing institution or hand-delivered by the student. Faxed transcripts are not considered official. Recommendation forms, official transcripts, and career essays received with an Adventist University application will be retained for one year. Applications received without an official transcript(s), career essay, and/or Recommendation Forms will be retained for six months.

Applicants needing to complete undergraduate prerequisite requirements should refer to the Post-Baccalaureate section.

The Adventist University graduate programs have additional admission requirements; please refer to the appropriate section of the Academic Catalog.

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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 new application through http://apply.adu.edu or through one of the central application services (OTCAS or CASPA). 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 and will not be retained in the applicant's file.

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 Online 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.

The admission file is not complete for the applicant, until the Probation Committee confirms the completion of the following two additional checklist items:

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.

The published application deadlines apply to the completion of these two items for probation applicants.

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. Official 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 complete a background check 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

Students who have been granted Academic Forgiveness will:

- Be able to apply for undergraduate program admission after they have completed 24 hours of college-level credit at ADU. Twelve of the 24 credits may be earned through CLEP or challenge exams¹.
- Be required to meet with their academic advisor before registering for courses.
- Be require to achieve at least a 2.50 GPA in each term that Academic Forgiveness is in progress.
- Have up to three trimesters in which to complete at least 24 college-level credits with a minimum term GPA of 2.50 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.

1. Challenge exam credits are not transferrable to another institution.

Screening Requirement

Adventist University of Health Sciences (ADU) 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. Once admitted to a program, an updated background check may be required in addition to the drug screening and immunization requirements. The student is responsible for all costs incurred during this process.

Registration holds will be placed for each of the three processes listed above for all students as they are required. 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 or if the program requires a level II 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.

Enrollment Interruption
The following policy refers to reactivation or reapplication steps for General Studies (including Post-Baccalaureate Studies) or Graduate General Studies students who were accepted but did not enroll, students with an enrollment interruption of three trimesters or less, and students with an enrollment interruption of more than three trimesters.

Accepted Students Who Do Not Enroll
Students who have been accepted to General Studies or Graduate 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. This new information will be reevaluated by the appropriate admissions committee and a new admission decision given at that time. Admission, registration, and financial aid deadlines will apply.

1 Recommendation forms, official transcripts, and career essays received for applicants with an ADU 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.

Enrolled Students with an Enrollment Interruption of Three Trimesters or Less
Students attending Adventist University of Health Sciences (ADU) 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. This applies to students accepted into General Studies or Graduate General Studies only.

Enrolled Students with an Enrollment Interruption of More than Three Trimesters
Students who interrupted their enrollment for more than three trimesters will need to reapply and will be re-evaluated by the appropriate admissions committee. Students should contact Enrollment Services for more information regarding what is required of them to reapply. Admission and registration deadlines will apply.

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

Program Deposit
Each applicant accepted to a degree program is expected to pay a non-refundable deposit of $200 for undergraduate programs or $500 for graduate programs to reserve his or her place in the program. The applicant’s acceptance letter will contain a deposit 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. Applicants 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 program deposit is not transferable to another professional program.

Health and Immunization Requirements
A. Students in a professional program requiring clinical practice must submit the following to Immunitrax*: 
• Up to date immunizations verifying the following: Hepatitis B, MMR, Tetanus-Diphtheria, Varicella vaccine or proof of immunity (titer).
• Completion of the ADU Health Assessment Form.
• Annual verification of tuberculosis (PPD) screening test. If test is positive, refer to the Communicable Disease Policy.
• Annual verification of the Influenza Vaccine for the current flu season (defined as October through March 31).
• Annual verification of a successfully completed "FIT" test prior to the professional program deadline.
• Verification of current certification in Basic Cardiac Life Support for the Health Care Professional by the American Heart Association.
• Evidence of personal health insurance.

B. Students involved in a Health and Biomedical program track or course requiring patient interactions must submit the following to Immunitrax*:

• Up to date immunizations verifying the following: Hepatitis B, MMR, Tetanus-Diphtheria, Varicella vaccine or proof of immunity (titer).
• Annual verification of tuberculosis (PPD) screening test. If test is positive, refer to the Communicable Disease Policy.
• Annual verification of the Influenza Vaccine for the current flu season (defined as October through March 31).

Students who wish to reside in student (University) housing must also present the following:

• Menomune/Menactra (Meningococcal Meningitis) OR.
• Sign a declination statement.

In addition to the above criteria, individual programs may have specific requirements, which are listed in the individual program sections of the Academic Catalog.

*Immunitrax is ADU’s immunization and compliance partner. Students receive detailed instructions upon acceptance.

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/stretcher 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.

**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).

**Reapplication to a Degree Program**

Applicants who are not admitted to a degree program during a specific admission cycle may reapply to Adventist University of Health Sciences for the next admission cycle as long as they have successfully met the minimum admission requirements. Requirements for reapplication are available in the specific section that relates to each academic program. Reapplicants are expected to meet the published admission deadlines.

**New Undergraduate Student Orientation**

An important piece of becoming a new student at Adventist University of Health Sciences is attending orientation. The new student orientation is a three-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.
Online Admission Information

Applying to Adventist University of Health Sciences

The Off-Site Admissions Center assists prospective online 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 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.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

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 online Bachelor's completion degree programs should refer to the section of the Academic Catalog specific to the department associated with that program for admission requirements. Admitted online 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.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

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

Online Undergraduate Enrollment Interruption

The following policy refers to reactivation or reapplication steps for online 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 an online 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.

If it has been more than three trimesters, the student will be required to reapply to the University and must provide new admission documents. 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.

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.

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**

Online 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.
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 upon acceptance to the University. 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 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 Reaplication 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 Catalog for additional requirements and details).

Reaplication

Online 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. 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 online students should refer to the Academic Information and department sections of the Academic Catalog. In addition, students should refer to the program-specific manuals and reference guides.
Academic Information

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

Adventist University of Health Sciences values the importance of helping students succeed in their courses of study. We provide the necessary tools, knowledge, and encouragement to help empower the minds of students. ADU offers free tutoring to all students for general education and nursing programs. Help with other professional programs are available free of charge within their respective departments.

General Education Tutoring

The General Education Tutoring Center consists of professional and peer-student tutors who specialize in specific general education courses such as Anatomy & Physiology, Chemistry, Physics, Math, and many others. The learning center also provides tutoring prep sessions for the entrance assessment for Nursing School known as the Test of Essential Academic Skills (TEAS V). Our tutors are trained to assist in learning strategies that will help in the understanding and retention of course materials. To learn more or to contact this learning center, please visit www.adututoringcenter.tk

Nursing Tutoring

Tutoring is also offered for nursing students. Students can sign up for an appointment by visiting tutor.adu.edu. For more information, contact Bridget.Jackson@adu.edu.

Writing Center

When it comes to English help or peer paper editing, students can contact the Writing Center. Students can sign up for an appointment by visiting tutor.adu.edu, calling (407) 303-7747 Ext. 110-9856, or email Jeremy.Parra@adu.edu for more information.
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
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 OSD 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.

Library

The Robert A. Williams Library offers instruction and resource materials that support the educational programs and goals of Adventist University of Health Sciences. Our librarians are dedicated to providing an outstanding collection of resources and instructional assistance to enhance student success.

Library resources and services are available from the library website at library.adu.edu. Cutting-edge technologies, such as OneSearch, are utilized to enhance discovery and quick access to library resources. Most of the library’s collection of videos, books, and journal articles are accessible electronically. The library website provides contact information, hours of operation, tutorials, subject guides, workshops schedule, and virtual individual assistance through the use of LibAnswers, chat, and email. Online request forms are available for Interlibrary Loan and Document Delivery services.

At the ADU Orlando campus, the Library is located on the first and second floors of the General Education Building. Seating is available for group and individual study. The first floor provides access to copying/printing/scanning services, anatomical models, and a designated area for quiet study. During all library hours of operation, librarians are available to assist students with their research needs.

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.

Communication Policy
Adventist University 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.

**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.
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.

Dual Degree Policy

Students have the option of simultaneously completing coursework and graduating with two degrees 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 Dual Degree 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 dual degree status. This form can be obtained from the Office of Enrollment Services.

All dual degree students are expected to be actively enrolled in course work for both degrees. Dual degree students should enroll in at least one course for each degree during each trimester.

To graduate, the student must complete all requirements for both degrees. Two separate diplomas will be issued. In the Graduation Program, the student's name will appear under each degree as graduating from that program. Refer to the Graduation section of the Academic Catalog 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.
Degree Requirements

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

<table>
<thead>
<tr>
<th>A.S. degree requirements</th>
<th>Trimester Credits</th>
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<tbody>
<tr>
<td>English Composition</td>
<td>6</td>
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<tr>
<td>Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>Computer Literacy</td>
<td>2-3</td>
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<tr>
<td>Natural Sciences</td>
<td>6</td>
</tr>
<tr>
<td>Religion¹,²</td>
<td>6</td>
</tr>
<tr>
<td>Behavioral Sciences</td>
<td>3-6</td>
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<tr>
<td>Physical Education</td>
<td>1-2</td>
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<thead>
<tr>
<th>Additional requirements for a B.S. degree</th>
<th>Trimester Credits</th>
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<tbody>
<tr>
<td>Statistics</td>
<td>3</td>
</tr>
<tr>
<td>Physical Education</td>
<td>1-2</td>
</tr>
<tr>
<td>Religion¹,²</td>
<td>6-7</td>
</tr>
<tr>
<td>Humanities²</td>
<td>3-6</td>
</tr>
<tr>
<td>Elective</td>
<td>3-14</td>
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</tbody>
</table>

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.

<table>
<thead>
<tr>
<th></th>
<th>ASR</th>
<th>ASOTA</th>
<th>ASDMS</th>
<th>ASPP</th>
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<tbody>
<tr>
<td><strong>ASR = Radiography</strong></td>
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<tr>
<td><strong>ASOTA = Occupational Therapy Assistant</strong></td>
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<tr>
<td><strong>ASDMS = Diagnostic Medical Sonography</strong></td>
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<tr>
<td><strong>ASPP = Pre-Professional</strong></td>
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#### Behavioral Sciences

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<tbody>
<tr>
<td>General Psychology</td>
<td>3</td>
<td>3</td>
<td>3</td>
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<tr>
<td>Developmental Psychology</td>
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<tr>
<td>Introduction to Sociology</td>
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#### English/Language Arts

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<tbody>
<tr>
<td>English Composition I</td>
<td>3</td>
<td>3</td>
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<tr>
<td>English Composition II</td>
<td>3</td>
<td>3</td>
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<tr>
<td>Medical Terminology</td>
<td>2</td>
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<tr>
<td>Introduction to Public Speaking</td>
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<td>3</td>
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</table>

#### History/Humanities

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<th>ASOTA</th>
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<th>ASPP</th>
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<tbody>
<tr>
<td>World Civilization I or II</td>
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<td>3</td>
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<tr>
<td>Humanities</td>
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#### Mathematics/Computer Literacy

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<th>ASOTA</th>
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<th>ASPP</th>
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### Intermediate Algebra
- 3

### Survey of Mathematics
- 3

### College Algebra
- (3)

### Introduction to Statistics
- 3

### Any college-level Mathematics course
- 3

### Introduction to Microcomputers
- 3

### Natural Sciences

<table>
<thead>
<tr>
<th>Course</th>
<th>ASR</th>
<th>ASOTA</th>
<th>ASDMS</th>
<th>ASPP</th>
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<tbody>
<tr>
<td>Anatomy and Physiology I w/lab</td>
<td>4</td>
<td>4</td>
<td>4</td>
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</tr>
<tr>
<td>Anatomy and Physiology II w/lab</td>
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### Nutrition

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Physical Education

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Religion

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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.

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BSNMT = Nuclear Medicine Technology

**Behavioral Sciences**

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**Business**

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**Mathematics/Computer Literacy**

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**Physical Education**

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**Religion**

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**Natural and Health Sciences**

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<td>(4)</td>
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<td>4 4</td>
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<tr>
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<td>4 4</td>
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<tr>
<td>General Physics II w/lab</td>
<td>4 4</td>
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<tr>
<td>Sectional Anatomy w/lab</td>
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<td>Survey of General Chemistry Lab</td>
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<tr>
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Introduction to
Epidemiology

Nursing

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<th>GBSN</th>
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<th>BSRS</th>
<th>BSDMS</th>
<th>BSHS</th>
<th>BSBS</th>
<th>BSNMT</th>
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</tbody>
</table>

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.

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.

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.
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).

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 50% of the total required hours for the degree earned in residence at
   Adventist University of Health Sciences. 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 Catalog.
6. Completion of the service-learning requirement (refer to the Service-Learning Requirement section
   in the Academic Catalog).
7. Completion of the degree within the appropriate time limits (refer to the Time Limits for Completion
   of a Program section in the Academic Catalog).

General Degree Requirements: Graduate Programs
Students will be recommended for graduation and eligibility for the certification examination (where
applicable) when they:
1. Meet all the requirements of Adventist University of Health Sciences and the Academic Program.
2. Participate and complete all of the requirements of the Adventist University Colloquium Series
3. Complete the degree with a cumulative grade point average as required by each program.
4. Meet the specific requirements of each program as outlined in the departmental section of this
   Academic Catalog.
5. Meet all the requirements of the accrediting/approval bodies for licensure and certification (where
   applicable).
6. Complete all required clinical experiences.
7. Complete all courses specific to the professional discipline with the required minimum grade (refer to Progression and Completion sections of the professional programs for more information).
8. Complete the overall sequence of graduate courses with a grade point average of 3.0 or better.
9. Successfully complete the graduate capstone requirement (refer to Program Handbook for more information).

Graduate Capstone
The Adventist University graduate capstone is a scholarly report on a study, grant, or project which synthesizes and/or applies current evidence and knowledge from the student’s respective master’s degree programs.

General Education Competency Requirements
All students of Adventist University of Health Sciences must fulfill competencies 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.

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

Graduation
Certificate, associate, baccalaureate, master’s, and doctoral 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 Financial Information 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

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

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>GPA Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summa Cum Laude</td>
<td>3.90-4.00</td>
</tr>
<tr>
<td>Magna Cum Laude</td>
<td>3.75-3.89</td>
</tr>
<tr>
<td>Cum Laude</td>
<td>3.50-3.74</td>
</tr>
</tbody>
</table>

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.
Online Education

Simulating the best of classroom learning, online education is a blend of best practices in synchronous and asynchronous learning. All online 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 online students helps the instructor know each student as more than just a name. Integrated within a course management system, online learning delivers education to students located anywhere without compromising quality, rigor, or integrity.

Adventist University of Health Sciences is subject to investigation of complaints from online students who reside in the state of Maryland by the Maryland Higher Education Commission. Complaints from online Maryland students should be directed to:

Maryland Attorney General
Consumer Protection Division
200 St. Paul Street
Baltimore, MD 21202
Phone: 410-528-8662
Phone: 888-743-0823 (toll free)

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.

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 Catalog 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.
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.
See specific program policies for appeal processes related to clinical learning experiences.

Complaints against specific graduate programs may be referred to the appropriate accrediting body after all internal mechanisms for resolution have been exhausted.

**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 Dismissal from a Graduate Program
A student is subject to academic dismissal when any of the following occur:

- Earning a cumulative GPA below 3.00 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 Academic Integrity section).

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.

<table>
<thead>
<tr>
<th>Compass Placement Test Score</th>
<th>Required Course</th>
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<tbody>
<tr>
<td>27 and below</td>
<td>MATH 91</td>
</tr>
<tr>
<td>28-39</td>
<td>MATH 105</td>
</tr>
<tr>
<td>40+</td>
<td>MATH 120</td>
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</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Compass Placement Test Score</th>
<th>Required Course</th>
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</thead>
<tbody>
<tr>
<td>69 and below</td>
<td>ENGL 91</td>
</tr>
<tr>
<td>70-100</td>
<td>ENGL 101</td>
</tr>
</tbody>
</table>
Science Courses

Students who score less than 19 on the Science Reasoning section of the ACT will be required to take BIOL 91 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:

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<thead>
<tr>
<th>Grade</th>
<th>Quality Points</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>4.00</td>
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<tr>
<td>A-</td>
<td>3.70</td>
</tr>
<tr>
<td>B+</td>
<td>3.30</td>
</tr>
<tr>
<td>B</td>
<td>3.00</td>
</tr>
<tr>
<td>B-</td>
<td>2.70</td>
</tr>
<tr>
<td>C+</td>
<td>2.30</td>
</tr>
<tr>
<td>C</td>
<td>2.00</td>
</tr>
<tr>
<td>C-</td>
<td>1.70</td>
</tr>
<tr>
<td>D+</td>
<td>1.30</td>
</tr>
<tr>
<td>D</td>
<td>1.00</td>
</tr>
<tr>
<td>D-</td>
<td>0.70</td>
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</table>
Note: Graduate programs do not use the plus or minus designation in their grading systems.

Additional Designations

<table>
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<tr>
<th>Grade</th>
<th>Explanation</th>
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<tr>
<td>CR</td>
<td>Credit Received</td>
</tr>
<tr>
<td>DG</td>
<td>Deferred Grade ¹</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete work ²</td>
</tr>
<tr>
<td>IP</td>
<td>In Progress</td>
</tr>
<tr>
<td>NP</td>
<td>No Pass</td>
</tr>
<tr>
<td>NR</td>
<td>No Recorded Grade</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal from course (no penalty)</td>
</tr>
<tr>
<td>WF</td>
<td>Withdrawal from course (failing)</td>
</tr>
</tbody>
</table>

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 Financial Information 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 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 Financial Information 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 List

The Academic Honors List is published each trimester identifying undergraduate students who have:

- Completed at least 12 hours of college-level work
- Earned a trimester GPA of 3.00-3.49 with no grade below a "B" (3.00).

Dean's List

The Dean's List is published each trimester identifying undergraduate students who have:

- Completed at least 12 hours of college-level work
- Earned a trimester GPA of 3.50-3.99 with no grade below a "B" (3.00).

The Office of Academic Administration notifies students selected for this list.

President's List

The President’s List is published each trimester identifying undergraduate students who have:

- Completed at least 12 hours of college-level work
- Earned a trimester GPA of 4.00

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 Integrity Report Form (AIRF)* 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 Integrity 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 AIRF 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 AIRF 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 Integrity 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 institutions' 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 Central Florida
- The University of Cincinnati
- The University of New Orleans
- Rutgers University
- Iowa State University
- Central Michigan University

**Intellectual Property Policy**

**Section I: Intellectual Property Policy: Scope, Administration and General Policy**

1. **Purpose and Scope of the Intellectual Property Policy.**

1.1 **Policy Purpose Overview.**

Adventist University of Health Sciences ("ADU" or "University"), 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. This philosophy is based on the idea that true wellness is not achieved through medical care alone, but through healing relationships that speak to peoples’ minds, bodies, and souls. This mission and philosophy underpins each course of study in our associate, bachelors, masters, and doctoral programs and this Intellectual Property Policy ("Policy"). This Policy clarifies the rights and responsibilities of
ADU and ADU Community Members with respect to the creation, use, disclosure, and commercialization of Intellectual Property to advance the University’s mission and benefit the public.

1.2 Scope of Policy.

The Policy is divided into two sections. Section I addresses the general scope, workings, and administration of the Policy. Section II addresses specific issues related to Copyrights and works of authorship.

1.3 Policy Revisions and Other Policies.

ADU may update and revise this Policy from time to time without requirement of notice to any ADU Community Members or third parties. ADU will publish the Policy in the appropriate handbooks or on the ADU website. This Policy is intended to work in connection with other policies and procedures of ADU, including without limit, the Student Copyright Policy, the Academic Integrity Policy, and the Copyright Policy. Terms with initial capitals have the meaning ascribed in this Policy.

2. Definitions.

2.1 "Academic Works" means "any works of authorship created by ADU Community Members of an academic nature or for scholarly publication, such as CourseWork, academic articles, peer reviews, research reports, and other writings of an academic or scholarly nature. Academic Works shall exclude ADU commissioned works, contributions to Institutional Works, and works created by ADU employees for use in ADU Courses and curriculum."

2.2 "ADU Intellectual Property" or "University Intellectual Property" means "any and all Intellectual Property that fits with in the classes and categories defined in Section I.8.1."

2.3 "ADU Inventions" or "University Inventions" means "any and all inventions created, made, developed, discovered, or reduced to practice by ADU Community Members qualifying as Creators, excluding Creator Pre-Existing IP, or inventions otherwise owned, controlled, licensed, or acquired by ADU for use by or within the ADU Community or for license, distribution, sale to, or use by third parties."

2.4 "ADU Community" or "ADU Community Members" means "all members of the ADU community, including, without limit, employees, staff, Faculty, students, and volunteers."

2.5 "ADU Resources" means "any ADU equipment, facilities, computers, networks, devices, materials, or funds, and projects funded, sponsored, or undertaken under the auspices of ADU."

2.6 "ADU Software" means "all software and tools, including all source code, object code, modules, tools, data and other files, and all documentation associated with the software, created for ADU by ADU Creators for the operation of ADU or for the provision or delivery of any ADU Courses or Course Content."

2.7 "ADU Works" or "University Works" means "all copyrighted works that are: (i) owned, acquired, or controlled by ADU; (ii) created for ADU by ADU Community Members that are commissioned by ADU and identified to be owned by ADU by agreement or by Section I.8.1, (iii); licensed by ADU for use in the ADU Community; or (iv) comprised of ADU Course Content."

2.8 "Biological Samples" means "material derived from a living, or once-living, organism."
2.9 "Collaborative IP" means "all Intellectual Property that results from any collaboration or joint development agreement between or among ADU, ADU Community Members, and/or any individuals, entities, or associations that are not part of the ADU Community, including, without limitation, joint research projects, joint development agreements, alliances, and joint ventures."

2.10 "Community Member Intellectual Property" means "all Intellectual Property owned or controlled by an ADU Community Member, including all Pre-existing IP, and Intellectual Property in which an ADU Community Member is a Creator but which does not qualify as ADU Intellectual Property."

2.11 "Copyrights" means "original works of authorship that have been fixed in a tangible medium and qualify as copyrightable subject matter and for copyright protection, including, without limit, all literary works, photographs, architectural works, software, works of visual art, motion pictures and other audiovisual works, musical works, dramatic works, sound recordings, Online Course Content, Course Content, and Academic Works; and all copyright registrations thereof."

2.12 "Course" means "any course offered by ADU, including in person courses, Online Courses, and any other courses delivered by any method now known or later developed."

2.13 "Course Content" means "any content that is embodied in or presented, performed, or displayed in any ADU Course, and shall include all aspects of the curriculum as it relates any particular course, including the course outline, syllabus, lectures, audio and video recordings of lectures or class sessions, materials presented in a classroom session, materials posted online or otherwise provided for use by students, messaging and chat, textbooks, problem sets, outlines and summaries, class notes, and all websites and related social media for such ADU Course."

2.14 "CourseWorks" means "any notes, papers, outlines, projects, tests, homework sets, or other work product created by a student as part of an ADU Course in which the student is enrolled at the University."

2.15 "Creators" means "any persons or entities who author, create, make, develop, discover, or reduce to practice any Intellectual Property that is created for, or on behalf of ADU, arises from or relates to any ADU Institutional Activities; comprises any Course Content, Online Course Content, or ADU Course; or uses Substantial ADU Resources"

2.16 "Educational Technologies" means "any software or technology used to deliver Courses and Course Content, including Online Courses, Online Course Content, and other courses, and to otherwise provide any educational Institutional Activities."

2.17 "Intellectual Property" means "all (i) Copyrights; (ii) Trademarks; (iii) Patents; (iv) domain names, URLs, and websites, and all data, content, "look and feel", and operating and underlying code or software of all websites; (v) Trade Secrets and Know-How; (vi) Biological Samples; (vii) data; (viii) worldwide statutory protection obtained or obtainable on all of the foregoing; (ix) rights to enforce, enjoin, or litigate any claims, judgments, causes of action, or other legal and equitable rights and remedies arising out of or related to any infringement, misappropriation, or violation of any of the foregoing; and (x) right, title, and interest to claim royalties, residuals, damages, and other remuneration for use of any of the foregoing."

2.18 "Institutional Activities" means "any activities undertaken by or on behalf of ADU, or relating
to ADU’s mission or business, including, without limit, all creation, licensing, and commercialization of any ADU Intellectual Property, products, devices, equipment, processes, journals, websites, and social media; ADU Courses and ADU Course Content; and all clinical and research projects, events, symposiums, colloquia, seminars, and conferences.”

2.19 "Institutional Works" means any works created as a part of or in association with Institutional Activities, including, without limit, any software with commercial applications or intended for use in commerce or operation of ADU or any ADU projects, clinical or research studies or reports produced pursuant to grants or contracts or with Substantial ADU Resources, and ADU projects that are authored, created, or provided for commercial or research reporting purposes, but excluding Academic Works produced and published for scholarly, non-commercial purposes.

2.20 "Online Course" means any ADU Course offered online or through any computer, phone or other communications network, device, platform, or other method for distance learning or time shifting of a Course or portions thereof, whether now known or later developed.

2.21 "Online Course Content" means "any and all content that is embodied in, incorporated into, posted in association with, presented, performed, or displayed in any ADU Online Course and all websites and social media related to an ADU Online Course."

2.22 "Patents" means "invention disclosures, inventions, patent applications, patents, including all methods, business methods, processes, machines, manufactures, systems and compositions of matter, designs, and any other inventions that may be the subject matter of patent protection, all worldwide statutory or other legal protection obtained or obtainable therein, and all other published and granted patents, pending applications, provisional applications, reissues, divisional applications, renewals, extensions, continuations and continuations-in-part, design patents, and industrial design registrations, including such patents and rights identified under the U.S. Patent Act (35 U.S.C. §101 et seq.)."

2.23 "Pre-Existing IP" means "Intellectual Property created by an ADU Community Member prior to the beginning of employment or association with ADU and Intellectual Property that can be documented with written evidence as having been created prior to employment, association with ADU, or any work on ADU Institutional Activities, and which does not otherwise qualify as ADU Intellectual Property."

2.24 "Substantial ADU Resources" means "ADU Resources that are not ordinarily available to most ADU Community Members, such as laboratory equipment, specialized software, or special funding. Substantial ADU Resources shall not include personal office space, personal office equipment, office computer workstations, standard productivity software, or computer networks."

2.25 "Trademarks" means "trademarks, service marks, brand names, trade dress, trade names, designs, and any other word, symbol, device, product configuration, slogan, or any combination thereof used to distinguish or identify goods or services that may be the subject matter of trademark protection, including all worldwide applications and registrations therefore, and associated goodwill, including such rights identified under the Lanham Act and state trademark statutes."

2.26 "Trade Secrets and Know-How" means "proprietary information trade secrets, proprietary information, data, and knowledge and experience of a technical, commercial, or administrative
nature, including all know-how, information processes, operating, maintenance and, other manuals, data and databases, computer programs and related documentation, design specifications, flowcharts, operational and other plans, schematics and drawings, customer data and lists, advertising, marketing, product concepts and campaigns, and other valuable or proprietary information or data."

3. **Overall Scope and Principles of Intellectual Property Policy.**

As a starting point, this Policy embodies ADU's commitment to respect the Intellectual Property rights of all Intellectual Property owners. ADU expects ADU Community Members to do likewise. ADU will not knowingly infringe the valid Intellectual Property rights of others. ADU will seek permissions and licenses for valid Intellectual Property owned or controlled by others whenever educational, business, and legal considerations support the need for such licenses.

This Policy embodies ADU's commitment to comply with relevant Intellectual Property laws, educate the ADU Community, and provide a framework for addressing complex Intellectual Property questions and issues. The Policy provides guidelines and tools regarding Intellectual Property and governs ADU's and ADU Community Members' creation, use, disclosure, licensing, and distribution of Intellectual Property and materials and objects embodying and protected by different types of Intellectual Property rights. This Policy addresses various types of Intellectual Property that are authored, made, and created by ADU Community Members involved in education, research, teaching, scholarly publishing, and other Institutional Activities.

3.1 **Key Principles for IP Policy**

This Policy is informed by several key principles.

3.1.1 Except as specified for limited types of Intellectual Property that are identified in this Policy to be owned by Creators, such as Academic Works and Creator Pre-Existing IP, Intellectual Property authored, made, created, developed, discovered, or reduced to practice by an ADU Community Member in his or her role as an ADU employee in the scope of employment, while engaged in Institutional Activities, or while using Substantial ADU Resources shall be owned by ADU either as a work made for hire or by assignment by the Creator.

3.1.2 An ADU Community Member shall not sell, license, or otherwise commit or dispose of in a personal capacity Intellectual Property he or she may author, make, create, develop, discover, or reduce to practice in his or her capacity as an employee, in connection with Institutional Activities, or using Substantial ADU Resources, unless and until such Intellectual Property is approved by the ADU Intellectual Property Committee to be owned by the ADU Community Member in accordance with this Policy.

3.1.3 An ADU Community Member shall not sign and enter into any confidentiality agreement, license agreement, research agreement, or any other agreement that may restrict, commit, impair, or affect ADU Intellectual Property or otherwise bind ADU with respect to ADU Intellectual Property without authorization from the University president.
4. Types of Intellectual Property

This Policy addresses the ownership and use of the following types of Intellectual property with emphasis on Copyrights and Patents.

4.1 Inventions and Patents. Inventions can include useful articles of manufacture, devices, machines, systems, compositions of matter (e.g., novel biological material or a pharmaceutical), processes (e.g., surgical processes), designs, and software. An invention, as defined in patent law, must be able to be described in sufficient detail that it could be made or practiced by a person having skill in that area of technology, but need not have been actually constructed.

A patent is a property right granted by the U.S. government through the United States Patent and Trademark Office ("USPTO") to the inventor or the first inventor to file a patent application after the inventor meets all of the requirements of patentability under the U.S. patent law. Patent protection is obtained internationally by filing patent applications directly in other countries or by using regional or treaty-based filing conventions around the world. An invention must be "useful," "new," and "non-obvious" in order to obtain utility patent protection under U.S. law. A patent enables the patent owner to prevent others from practicing the patented invention and thus may have significant commercial value. Activities and publications of the inventor or others (such as prior art, or sale or disclosure by the inventor prior to filing a patent application or for a period of time beyond any grace period under the law) may prevent an invention from obtaining patent protection.

Utility patents have a limited, non-renewable term, typically 20 years from the date of filing a patent application. Design patents, which cover the ornamental aspects of an article, and plant patents, which cover asexually reproduced plants, have a term of 14 years. Thus, zealous and timely efforts towards identification, protection, and appropriate commercialization of Patents benefit all participants in the process.

4.2 Trademarks. A Trademark serves to identify to consumers and the public a source of origin of particular goods and services, and to distinguish the goods and services from those of other providers. In the United States, trademark rights are gained through use (called "common law trademark rights") and/or by registration at the state and/or federal level in the USPTO. A trademark that is registered with the USPTO is identified by the symbol "®"; an unregistered trademark can be identified by the symbol "™"; and an unregistered service mark can be identified by the symbol "SM". Trademark protection is also available by filing trademark applications in other countries or through treaty-based filing conventions such as the Madrid Protocol around the world.

This Policy does not supersede or address any existing ADU Trademark or brand usage policies. Use of ADU Trademarks are also governed by the ADU Visual Style Guide.

4.3 Copyrights. Copyright protection provides a set of exclusive rights granted to the author or creator of an original work of authorship, including the right to copy, distribute, publicly perform,
publicly display, and make derivative adaptations of the work. Copyright does not protect ideas, only the expression of ideas. In most jurisdictions copyright arises upon fixation and does not need to be registered. Works should be labeled as copyrighted with the use of the "©" symbol, followed by the owner and year of publication, plus the words "All rights reserved."

Examples of works susceptible of copyright include books, research papers, software, instructional videos, Course Content, Online Course Content, and other content used on the Internet.

In general, the person who actually creates a work is the legally recognized author of that work. But U.S. copyright law holds that if a work is "made for hire," the employer, and not the employee, is considered the legal author. Works created by an employee in the scope of his or her employment are considered works made for hire. Other works can also qualify as a works made for hire if a written agreement defining the works as such is entered into prior to the conception of the works.

For the creation of works subject to copyright by third parties, ADU will have as its general policy to have written agreements identifying qualifying works as a "work made for hire" to be owned by ADU or containing written assignment of copyright rights to ADU, unless the copyright in certain works are identified and approved by ADU to be owned by the third party.

A fuller discussion of Copyrights and ADU’s policies related to Copyrights and the use and commercialization of Copyrights owned or controlled by ADU, both ADU Copyrights and those of third parties, is provided in Section II of this Policy and the ADU Student Copyright Policy.

4.4 Trade Secrets and Know-How. A trade secret is a formula, practice, process, design, instrument, pattern, or compilation of information that is not generally known or reasonably ascertainable by which a business can obtain an economic advantage over competitors or customers. Generally, a trade secret is information that is not generally known to the public, confers some sort of economic benefit on its holder, and is the subject of reasonable efforts to maintain its secrecy. State law governs trade secrets. In Florida, trade secrets are governed under Title XXXIX, Chapter 688, of the Florida Statutes.

Know-how is closely held information in the form of unpatented inventions, formulae, data, designs, drawings, procedures, and methods, together with accumulated skills and experience. Know-how can confer a competitive advantage to its owner. The inherent proprietary value of know-how lies embedded in the legal protection afforded to trade secrets in general law.

Policies, practices, and procedures to maintain ADU Trade Secrets and Know-How in reasonable secrecy are contained in the ADU Confidentiality Policy.

4.5 Software. Software is a collection of computer code and related data that provides instructions to a computer. Program software performs the function of the program it implements. Examples of computer software include application software (end-user applications of computers such as word processors or video games); programming languages that define the syntax and semantics of computer programs; system software such as operating systems, which govern computing resources;
firmware, low-level software often stored on electrically programmable memory devices; device drivers, which control computer hardware such as disk drives, printers, optical drives, or computer monitors; and programming tools that help conduct computing tasks in any category listed above.

The source code of software is protected by copyright. The functional aspects of software can also be protected by patents.

This Policy addresses broadly ADU’s development and subsequent use or licensing of software (and related hardware) developed by or on behalf of ADU, including source and object code and other related documentation and materials. This Policy does not address certain use aspects related to software and hardware such as a network access or licensing of software from third parties, which are addressed in the ADU Student Computer Use Policy and the ADU Staff/Faculty Computer Use Policy.

4.6 Data. Data include research results in a tangible form. Data can also include proprietary ADU information such as course records, patient files, pharmaceutical records, and financial records. ADU recognizes the value of data created in activities that would qualify as Institutional Activities and result in ADU Intellectual Property, and such data will be included in this Policy. This Policy is in addition to and meant to complement ADU patient data policies.

Biological Samples. A biological sample is material that has been derived from a living, or once-living, organism. Examples include tissue samples, cell cultures, and biological molecules. Such biological samples may be regulated by ADU research policies.

Patients and human subjects may have ownership interests in their tissue and other bodily samples. Issues pertaining to ownership of human samples are beyond the scope of this Policy, which neither transfers nor seeks to transfer ownership of these samples. These issue are addressed in a separate policy.

5. Administration of the Policy

5.1 Responsibilities of the ADU Intellectual Property Committee. ADU shall establish an Intellectual Property Committee appointed by the President. The Intellectual Property Committee shall have the primary responsibility for the administration of this Policy. The Intellectual Property Committee shall address questions relating to the creation, use, ownership, and licensing of Intellectual Property in consultation with ADU legal counsel. The Intellectual Property Committee shall also initially address internal disputes arising under this Policy, including disputes regarding ownership or use of Intellectual Property and the distribution of licensing income for ADU Intellectual Property.

5.2 Obligations to Third Parties under Grants and Contracts. Certain Intellectual Property used or created at ADU is subject to or related to the terms and conditions of grants, contracts, and other agreements entered into by ADU and third parties, including, but not limited to, the U.S. government and other research sponsors. This Intellectual Property may be governed by sponsored research agreements, material transfer agreements, license agreements, federal grants, and contracts.
The Intellectual Property rights of ADU and ADU Community Members under this Policy shall be subject to any applicable conditions and any rights granted to third parties pursuant to grants and/or agreements undertaken by ADU. ADU shall retain the right to perform its obligation with respect to Intellectual Property under all such agreements.

6. Persons Covered by This Policy

This Policy is intended to apply to all ADU Community Members, including ADU employees and those non-employees who are involved in ADU Institutional Activities; who perform work under the direction, funding, or auspices of ADU, through a contract or agreement with ADU, or in concert with ADU employees; or who create or use ADU Intellectual Property, ADU Resources, or those of ADU industry partners.

6.1 ADU Employees. This Policy covers all persons who are employed by ADU, including, but not limited to, the following employee categories:

6.1.1. Faculty. "Faculty" means "ADU full-time faculty, adjunct faculty, full-time clinical faculty, and clinical supervisors."

6.1.2. Technical, Educational, and Research Staff. "Technical, Educational, and Research Staff" means "scientists, research nurses, graduate students or other students working under research contracts or employment agreements for ADU or on ADU research projects or as teaching assistants or lab assistants, technicians, engineers, information technology staff, and lab technicians and equipment operators."

6.1.3. Administrative Staff. "Administrative Staff" means "ADU personnel employed in the fields of administration, management, finance, human resources, assistants, and clerical work."

6.2 Non-employees. This Policy covers all non-employees or entities who are involved in the ADU Community in activities that create or use ADU Intellectual Property, qualify them as Creators, or involve them in Institutional Activities that involve ADU Intellectual property, including, without limit, conducting work or research on behalf, at the direction, or under the auspices of ADU; taking ADU Courses; and using ADU Resources or ADU Intellectual Property. These covered non-employees include the following categories:

6.2.1. Students enrolled as ADU students or taking any ADU Courses whether for credit or audit;

6.2.2. ADU contractors, agents, and consultants;

6.2.3. Industry representatives (e.g., pharmaceutical representatives); and

6.2.4. Individuals providing volunteer services for, on behalf of, or on the premises and facilities of ADU.

7. Responsibility of ADU Community Members for Compliance with the Policy

All ADU Community Members shall be responsible for reading, understanding, and complying with this Policy. All ADU Community Members, by continued employment or involvement in ADU Institutional Activities,
agree to be bound by this Policy. ADU Community Members who are responsible for or supervisors of projects in which ADU Intellectual Property are likely to be created shall address with all participants in advance how this Policy affects rights relating to the ADU Intellectual Property. ADU provides Faculty and staff with the Academic Catalog and access to resources that assist in assessing appropriate use of Intellectual Property. Students should consult the Student Copyright Policy and applicable sections of the Student Handbook. Faculty should also consult the Faculty Handbook. Faculty and students should consult the Academic Integrity Policy and citizenship issues.

ADU Community Members shall take all reasonable and necessary steps and actions requested or required by ADU to give effect to all intentions, requirements, and obligations of this Policy. Such actions may include, without limitation, execution of an employee intellectual property agreement or other documents as requested and other actions that impact or effectuate ownership and rights in ADU Intellectual Property.

ADU Community Members shall be held accountable and may be subject to appropriate discipline in accordance with ADU policies and procedures for disregarding or failing to follow this Policy. A failure by an ADU Community Member to take reasonable and necessary steps or actions as required shall not affect the applicability of this Policy.

8. ADU Intellectual Property - Rights of the University.

ADU shall acquire ownership of Intellectual Property in various ways, including authoring, creation, invention, or reduction to practice by Creators, Intellectual Property resulting from Institutional Activities and projects, and Intellectual Property rights acquired by acquisition, donation, or exclusive license. Generally, unless specifically excluded or otherwise addressed in this Policy, all Intellectual Property that meets the definition of "ADU Intellectual Property" shall be considered ADU Intellectual Property to be owned or controlled by ADU. The following defines the classes and categories of ADU Intellectual Property.

8.1 ADU Owned Intellectual Property. Subject to any exclusions noted in this Policy and excluding Pre-existing IP, ADU shall own Intellectual Property that meets any of the following criteria:

8.1.1. All Intellectual Property created, authored, made, developed, invented, or reduced to practice by ADU Community Members, whether solely or jointly with others, that is within the scope of the Creator's employment at ADU, including for copyrighted works, works authored by an ADU employee in the scope of his or her employment or any other works that qualify as works made for hire under the Copyright Act;
8.1.2. All Intellectual Property created, authored, made, developed, invented, or reduced to practice by ADU Community Members, whether solely or jointly with others, on ADU employee time or with use of Substantial ADU Resources;
8.1.3. All Intellectual Property created, authored, made, developed, invented, or reduced to practice by ADU Community Members during any ADU sponsored or funded projects;
8.1.4. All Intellectual Property created, authored, made, developed, invented, or reduced to practice by ADU Community Members, whether solely or jointly with others, that is created
under or otherwise subject to any grant, contract, or other arrangement between ADU and a third party, such as the federal government, a foundation, or a corporate research sponsor, where the terms of the agreement provide for ADU ownership of the Intellectual Property, whether by assignment or as a work made for hire for qualifying copyrighted works;

8.1.5. All Intellectual Property commissioned for creation by ADU or for use at ADU in ADU Courses or Institutional Activities, including but not limited to Course Content or Online Course Content; and

8.1.6. All Intellectual Property owned by ADU that is acquired by acquisition, bequeath, or donation.

8.2 Specific Copyrighted Works. Discussion of particular copyrighted works or works of authorship, including Course Content, Academic Works, and ADU Software, may be found in Section II of this Policy.

8.3 ADU Enforcement of ADU Intellectual Property Rights. ADU will control the rights to assert and enforce its ADU Intellectual Property against third parties, including conducting litigation or licensing activities. ADU Community Members shall cooperate with ADU in such enforcement, including such activities under Section I.7.

8.4 Attribution for and Acknowledgment of Creator. Where the University owns the Intellectual Property in a work, it may, in its sole discretion, acknowledge Creators (including Creators of works made for hire) who have made a substantial creative contribution to the work. ADU will name and identify inventors of Patents in accordance with the requirements of the U.S. or other jurisdictions' patent laws and requirements.


Recognizing that creators of certain Intellectual Property, such as works of authorships and inventions, have certain rights recognized under U.S. law, ADU is providing the following clarification of ADU Community Members' rights in and to Intellectual Property in view of their role in the ADU Community, as employees or non-employees, and participating in ADU Institutional Activities.

9.1 ADU Community Member Pre-Existing IP.

9.1.1. Pre-Existing IP. ADU Community Members, including Faculty, may possess Pre-Existing IP. ADU Community Members shall retain ownership of all of their Pre-existing IP.

9.1.2. License to Pre-Existing IP Used in ADU Courses or Institutional Activities. ADU Community Members are encouraged not to use Pre-Existing IP in Institutional Activities, unless the use is addressed in a written license agreement with ADU. Faculty should be aware of specific requirements for using Pre-Existing IP in ADU Courses and Online Courses, and of the resulting licenses granted to ADU. Except as otherwise agreed in a written agreement, use of any Pre-Existing IP in an Institutional Activity or ADU Course shall result in the grant of a perpetual, non-exclusive license to ADU and ADU Community Members to use, adapt,
reproduce, distribute, make derivative works and recordings of, and otherwise exploit the Pre-Existing IP in Institutional Activities. For sake of clarity, the licensee will provide ADU and ADU Community Members and their agents the rights needed to use the Pre-Existing IP in these activities, including, without limit, the rights to make, distribute, perform, display, broadcast, and transmit reproductions, audio, video, audiovisual and digital recordings, scripts and transcriptions, and derivative works of such Pre-Existing IP in all formats now known or later developed.

9.2 Employee Created Intellectual Property. Absent any agreement to the contrary in an employment or other contract, and except for items otherwise characterized in this Policy, or for students in the Student Copyright Policy, Intellectual Property created by ADU-employee Creators that qualifies as ADU Intellectual Property under this Policy shall be owned by ADU.

9.3 Academic Works. In an effort to recognize and incent the publication of Academic Works and to recognize traditions of academic freedom, Academic Works of Faculty and students, and other ADU Community Members approved by the ADU Intellectual Property Committee, shall be owned by the author and registered in the author’s name. In such circumstances, the ADU Community Member hereby agrees to and does grant to ADU a royalty-free, perpetual, non-exclusive, irrevocable, worldwide, sublicensable license to use, adapt, publish, reproduce, distribute, and make derivative works and recordings of such Academic Works, or portions thereof, in ADU Institutional Activities, in all media and formats now known or later developed, but such license shall be subject to any publishing agreement provided by the ADU Community Member to the ADU Intellectual Property Committee. To assist the University in exercising its license, the ADU Community Member will provide, at no charge, an electronic copy of the final version of any Academic Work he or she authors to the ADU library in an appropriate format specified by the library director. In order to ensure the preservation of Intellectual Property rights in ADU Inventions that may be disclosed in the Academic Works, disclosure must be made to the ADU Intellectual Property Committee in accordance with Section I.14 of this Policy prior to publication or dissemination of such Academic Works in any form.

9.4 Students. As a condition of participation in any ADU research project, event, or other Institutional Activity, or development of any product, device, or method in an ADU research project or using Substantial ADU Resources, (outside of participation in an ADU Course in which the student is enrolled and the authoring of Academic Works), all Intellectual Property that students create during such participation, development, or use that would qualify as ADU intellectual Property shall be owned by ADU as ADU Intellectual property. To the extent a work qualifies as a work made for hire, such work shall be owned by ADU as a work made for hire, and otherwise by assignment from the students to ADU. Further, students shall execute Intellectual Property and confidentiality agreement as required by ADU as a condition of participation in any ADU research projects or for any ADU employment. Students shall undertake these and similar acts as noted in Section I.7. With respect to CourseWork, students will retain the Intellectual Property of such subject to any Intellectual Property which qualifies as ADU Intellectual Property under this Policy and to the ADU licenses to Academic Works under Section I.9.3. Students understand that the University may require use of a service such as Turnitin to check for plagiarism, and students authorize ADU to use their Intellectual Property for
such purposes to the extent not governed by the Academic Integrity Policy.

9.5 **Administrative Staff.** While the role of Administrative Staff may not be centrally focused on the creation of Intellectual Property, Administrative Staff do use, and at times, create Intellectual Property. Absent a contract or employment agreement to the contrary, Intellectual Property created by Administrative Staff that qualifies as ADU Intellectual Property under this Policy shall be owned by ADU. Administrative Staff shall be governed by and adhere to this Policy with respect to the creation, ownership, and use of Intellectual Property.

9.6 **Rights of Technical, Educational, and Research Staff.** In their research capacities, Technical, Educational, and Research Staff regularly use and create Intellectual Property as part of their role as ADU employees. Absent any agreement to the contrary in an employment agreement or other Third Party contract, all Intellectual Property created by these employees in the course of their ADU research that qualifies as ADU Intellectual Property under this Policy shall be considered ADU Intellectual Property. All other Intellectual Property created or used by Technical, Educational, and Research Staff shall be governed as other employees by this Policy.

9.7 **Non-employees.** Prior to creating any ADU Intellectual Property, non-employees shall enter into a written intellectual property agreement with ADU. Any Intellectual Property created, authored, developed, or reduced to practice by non-employees of the University shall be considered ADU Intellectual Property if it meets the criteria of Section I.8.1 or otherwise is identified as such in an agreement with ADU. The general policy and practice should be that such agreement is consistent with this Policy, unless ADU leadership or the ADU Intellectual Property Committee approves deviations for a particular case in line with and to further ADU’s mission and to benefit the public.

9.8 **Open Source Software.** Open source software is made available to the public under license agreements such as the GPL that govern how the software can be used, modified, and distributed. Any Intellectual Property created by ADU Community Members as a contribution to or modification of open source software that qualifies as ADU Intellectual Property may be subject to the open source license. If required by the open source license, ADU Intellectual Property that is made part of the open source software shall be licensed to the public under the open source license that governed the ADU Community Members' use of the software. ADU retains ownership of the Intellectual Property subject to the open source license. Notwithstanding the open source license, ADU employees may freely contribute to and modify any existing open source software with the permission of their supervisor.

9.9 **ADU Community Member Created Non-ADU Intellectual Property.**

9.9.1. **ADU Employee Non-ADU Intellectual Property.** In the event that an ADU employee develops Intellectual Property in a manner that would qualify the ADU employee as a Creator under this Policy or otherwise during or in the course of employment with ADU and the ADU employee believes that it does not qualify as ADU Intellectual Property but instead is owned by the ADU employee, the ADU employee shall bring and disclose such Intellectual Property to the ADU Intellectual Property Committee for an ownership determination. The ADU Intellectual Property Committee shall evaluate the circumstances of creation and the nature of the Intellectual Property to make an ownership determination - whether the Intellectual Property
in question qualifies as ADU Intellectual Property to be owned by ADU or Intellectual Property that is owned by the employee as Non-ADU Intellectual Property. Prior to any use, commercialization, offer for sale, sale or transfer of rights, or disclosure to the public, the ADU employee must adhere to the disclosure requirements set forth in this Section and Section 14.

9.9.2. ADU Community Member Non-ADU Intellectual Property. In the event that an ADU Community Member who is not an ADU employee develops Intellectual Property in a manner that would qualify him or her as a Creator under this Policy, or such Intellectual Property otherwise arises from or relates to the ADU Community Member's role in ADU Courses or Institutional Activities, and the ADU non-employee Community Member believes that it does not qualify as ADU Intellectual Property but instead is owned by the ADU Community Member, the ADU Community Member Creator shall bring and disclose such Intellectual Property to the ADU Intellectual Property Committee for an ownership determination. The ADU Intellectual Property Committee shall evaluate the circumstances of creation and the nature of the Intellectual Property to make an ownership determination - whether the Intellectual Property in question qualifies as ADU Intellectual Property to be owned by ADU or Intellectual Property that is owned by the ADU Community Member as Non-ADU Intellectual Property. Prior to any use, commercialization, offer for sale, sale or transfer of rights, or disclosure to the public, the ADU Community Member must adhere to the disclosure requirements set forth in this Section and Section 14.

9.9.3 Commercial Distribution of Non-ADU Intellectual Property. An ADU Community Member who is determined to own the rights in Intellectual Property he or she creates as non-ADU Intellectual Property may commercialize or otherwise distribute or publish that Intellectual Property (except for Course Content including Online Course Content) without the authority or permission of the University, so long as the University's name is not used in connection with works so made available, other than to identify the Creator as an officer of instruction or employee at the University, and so long as the disclosure and other ADU commercialization approval requirements on this Policy are met.

10. Limitations on Use of ADU Intellectual Property by ADU Community Members

10.1 Agreements Related to ADU Intellectual Property. The University president has the sole authority to sell, license, assign, or otherwise transfer, bind, or impair ADU Intellectual property. ADU Community Members shall not enter into agreements relating to any ADU Intellectual Property without the president's authorization.

10.2 Consulting Agreements. Individual consulting agreements that may use, adapt, impair, or compete with ADU Intellectual Property should be reviewed and approved by the ADU Intellectual Property Committee prior to being entered into by ADU Community Members.

10.3 Registrations. ADU Community Members shall not seek protection or registration (including copyright, patent, or trademark registration) of any ADU Intellectual Property without approval of the ADU Intellectual Property Committee.

11. Collaborations

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Parameters governing the ownership and use of Intellectual Property, including ADU Intellectual Property, third-party Intellectual Property, and other Non-ADU Intellectual Property, used or developed in Collaborations between a ADU Community Member and/or ADU and another entity should be determined in a written agreement prior to beginning the Collaboration. As used herein, “Collaborations” means "joint research projects, joint ventures, strategic alliances, partnerships, outward- or inward-bound visiting appointments, and work with personnel 'on loan' from another institution."

12. Work Arising out of Consulting Agreements and Other Outside Activities

As set forth in the University policy on other professional employment, ADU employees may engage in outside activities with permission of the appropriate department chair or administrator. To the extent that any ADU Intellectual Property may be involved in or impacted by such outside activities, the employee shall disclose such potential use or identified ADU Intellectual Property to the ADU Intellectual Property Committee for approval and to provide the ADU Intellectual Property Committee the opportunity to make appropriate Intellectual Property filings or put the appropriate non-disclosure or other agreement in place with assistance from ADU legal counsel. The ADU employee shall disclose any Intellectual Property created during such activities as required by Section I.14 of this Policy or by any other agreement.

13. Use of the ADU University Name and Marks

Use of the ADU name, logo, or trademark can affect the reputation and academic standing of the institution. Faculty, researchers, other employees (as well as their respective departments and programs), and students may not participate in the creation or use of works or other Intellectual Property that might give the impression of ADU sponsorship where there is none. Any use of the ADU name or Trademarks that might give the impression of ADU sponsorship (other than to identify the creator as a faculty member, researcher, other employee, or student at ADU) in connection with a non-ADU Intellectual Property created by a Faculty, researcher, or other ADU employee must be approved in advance by the ADU Intellectual Property Committee.


14.1 Disclosure of ADU Intellectual Property to Intellectual Property Committee

Creators are required to disclose to ADU any ADU Inventions made, developed, discovered, invented, or reduced to practice, individually or jointly with others, for ADU Courses, in Institutional Activities, in the course of the Creators' duties as an ADU employee, or using Substantial ADU Resources.

Disclosure of an ADU Invention should be made with the use of an Invention Disclosure Form. The Creator should attach appropriate exhibits to the Form, such as copies of papers intended for publication, software flowcharts, material transfer agreements, consulting agreements, confidential disclosure agreements, and the like.

14.2 Initial Review Period. The ADU Intellectual Property Committee shall seek to review ADU Inventions within one hundred and twenty (120) days from the time of receiving all necessary and requested disclosure information. If it is determined that ADU has an interest in such ADU Invention,
the Committee shall so notify the Creator, and ADU shall then have an additional two hundred and ten (210) day period to initiate steps toward protecting such ADU Invention.

An ADU Invention may be deemed insufficiently conceived, disclosed, or reduced to practice to undergo the expense and effort of pursuing patent protection, but to have promise. In such a case, ADU may request the Creator continue work on the ADU Invention and submit a revised Invention Disclosure Form so that a decision may be re-visited. The Creator also has a right to appeal a negative decision by means of a personal appearance before the Committee.

Documents intended for publication are reviewed to ascertain whether their publication could negatively impact subsequent attempts to seek Patent protection. All disclosure, publication, and commercialization of works containing ADU Inventions will be approved and overseen by the ADU Intellectual Property Committee in line with procedures and policies developed by the Committee. ADU Community Members shall not publish research findings involving any ADU Inventions, Data, Biological Samples or other ADU project data or results without consulting with and receiving prior approval from the ADU Intellectual Property Committee and, as needed, ADU legal counsel. This disclosure is important to preserve ADU Intellectual Property rights by seeking Intellectual Property protection, as Intellectual Property rights can be lost by publication or commercial use prior to filing a patent application. Also, ADU may choose to protect certain ADU Intellectual Property as Trade Secrets and Know-How. ADU shall have the right to prohibit oral or written publication or disclosure of Trade Secrets and Know-How as provided in the ADU Confidentiality Policy.

14.3 Reversion to Creator. In the event that the ADU Intellectual Property Committee determines ADU will not pursue patent protection or otherwise commercialize a disclosed ADU Invention during the 330-day review period, ADU, in its discretion, may assign or revert the rights to the Creator for commercialization by the Creator.

14.4. Responsibilities of Creator during Intellectual Property Process. It is the policy of ADU that the Creator must execute assignments of rights, title, and interest to ADU Inventions, formalizing a transfer of such rights to ADU. The Creator also must make himself or herself available, during and after employment at ADU, to take all necessary and reasonable action related to pursuing Intellectual Property protection, such as signing Inventor Declarations, assisting in discovery, or testifying in proceedings before the USPTO or the courts. The Creator further must make himself or herself available as needed for consultation during prosecution of ADU Patent applications with, for example, outside legal counsel or internal technology transfer personnel.

14.5 Intellectual Property Agreement. This Policy constitutes an understanding that is binding on the University and on ADU Community Members as a condition of their participating in University research, educational, and other programs, or their use of University Resources. The University may require formal agreements to implement the Policy as appropriate, but the absence of such executed agreements shall not invalidate the applicability of the Policy.

14.6 Disclosure Restrictions. ADU Community Members shall take all reasonable measures to ensure the secrecy of ADU Intellectual Property in accordance with the ADU Confidentiality Policy.
15. Departure of Creator from ADU

Any ADU Community Member possessing ADU Intellectual Property or ADU confidential information, shall cease all use of, remove from all phones, computers, tablets, files, cloud storage and other devices and networks, and return to ADU, all ADU Intellectual Property and/or ADU confidential information upon termination of employment, or separation for ADU, unless specifically authorized by a written agreement provided by ADU or a specific provision of this Policy. The Creator is required, upon leaving ADU, to return any ADU Intellectual Property or other confidential information in his or her possession, whether in tangible or electronic form.

16. Commercialization and Revenue Sharing

Intellectual Property can be commercialized through assignments or licenses of part or all of the ADU Intellectual Property to a third party, from which royalties or other payments can accrue, or through direct manufacture or marketing of the ADU Intellectual Property by or on behalf of ADU to the public.

"Gross Revenue" shall mean all royalties and other revenues received by ADU directly attributable to the license or commercialization of identifiable ADU Intellectual Property such as a Patent or Copyright.

"Net Proceeds" shall mean the revenues remaining after Expenses have been deducted from Gross Revenue.

"Expenses" shall include costs (one-time and ongoing and administrative overhead), fees, processing charges, legal fees, drawings, government filing fees, accounting fees, administrative charges levied by certain officers or departments within ADU (such as the ADU Intellectual Property Committee), reimbursements to Creator, and all other applicable expenses.

The specific costs that are deducted from any particular project shall be determined on a case-by-case basis using guidelines to be adopted on an annual basis by ADU. Certain fees may be capped and, upon reaching the cap, may no longer be deducted in calculating Net Proceeds. The specific fees that may be capped shall be determined either on a case-by-case basis or in accordance with an annual report or update to this Policy published by ADU. The remaining Net Proceeds shall be distributed as set forth herein:

<table>
<thead>
<tr>
<th>Cumulative Net Proceeds</th>
<th>Creator</th>
<th>ADU (including ADU General Fund and Office of ADU IP Commercialization and Administration)</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Proceeds</td>
<td>35%</td>
<td>65%</td>
</tr>
</tbody>
</table>

Notwithstanding the foregoing or any other provision of this Policy to the contrary, ADU administration shall have the discretion to alter or withhold the allocations described above on a case-by-case basis. If the Creator separates from ADU, the allocations shall be reviewed by and re-determined by the Intellectual Property Committee or such other review committee to be formed at the direction of the President.
17. Transfer of Intellectual Property to Creator -- The Creator of a work that is ADU Intellectual Property under this Policy may request that the University transfer ownership of the work to the Creator. Such a request must be made to the ADU Intellectual Property Committee. The Committee will act as expeditiously as reasonably possible in considering such requests by Creators. In certain circumstances, the University may require reimbursement by the Creator for out-of-pocket expenses the University has incurred in connection with the work, including legal and marketing expenses (if any). The University may also require the Creator to grant to ADU an irrevocable royalty-free non-exclusive license to use the work for ADU’s own non-commercial purposes. Notwithstanding the foregoing, final decisions regarding transfer of ADU Intellectual Property to the Creator shall be made in the sole discretion of the University.

Section II. Copyright Specifics

1. Copyright Specific Issues

1.1 Overview of Copyright Issues of Policy

As a starting point, this Policy embodies ADU’s commitment to respect the copyright rights of all copyright owners. Section I applies to Copyrights as a form of Intellectual Property. This Section II is directed at Copyright issues alone, and should be read in conjunction with the rest of the Intellectual Property Policy. This Section explains and outlines relevant statutes and ADU’s practices relevant to works of authorship and copyright rights and provides guidelines and tools for the ADU Community to ensure they appropriately create and use copyrighted works of authorship and respect the rights of copyright owners. This Section II should also be read in conjunction with the Student Copyright Policy.

1.2 Key Principles for Copyrights and Works of Authorship

The following additional principles are provided in addition to those in Section I.3.1. Except as specified for limited works identified in this Policy, such as Academic Works, works of authorship authored or created by an ADU Community Member in his or her role as an employee at ADU or during the time when the Member is engaged in Institutional Activities at ADU or using Substantial ADU Resources shall be owned by ADU either as a work made for hire or by assignment.

2. Copyright Law Overview

To educate ADU Community Members, the following overview of certain relevant aspects of copyright law is provided.

2.1 Copyrighted Works

A writer, artist, singer, computer programmer or other author of an original work of authorship, referred to as an author in the U.S. Copyright Act, is provided with certain exclusive rights to control and to authorize
how his or her work is reproduced, adapted, distributed, publicly performed, and publicly displayed. (See 17 U.S.C. § 106). Copyright protection subsists in original works of authorship fixed in any tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device. (17 U.S.C. § 102(a)). Copyright protection for an original work of authorship covers expression of ideas but does not extend to any idea, procedure, process, system, method of operation, concept, principle, or discovery. (17 U.S.C. § 102(b)).

The Copyright Act automatically grants a copyright the moment an original work of authorship is fixed in a tangible form. Additional rights, however, can be acquired through registration of a work of authorship with the U.S. Copyright Office. Registration should be considered for any work that is to be used commercially or in the operation of ADU, such as Online Course Content, software, videos and sound recordings, and certain curriculum. Such works should be labeled as copyrighted with the use of the “©” symbol, followed by the owner and year of publication, plus the words "All rights reserved."

Copyright protection extends to a range of original works of authorship, including literary works; musical works; dramatic works; pantomimes and choreographic works; pictorial, graphic, and sculptural works; motion pictures and other audio visual works; sound recordings; software; and architectural works.

2.2 Copyright Term Limits and Works in the Public Domain

Copyright protection is not perpetual, but extends for a limited but lengthy term. The term of copyright protection may vary based on the date of creation of the work and the identity or status of the author, such as whether the author is an individual or a corporation. (See 17 U.S.C. §§ 302-305). For example, under U.S. law, copyright in a work of authorship created by an individual author after January 1, 1978, lasts for the life of the author plus 70 years. For works of authorship 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.

Once a work’s copyright term expires, it enters the public domain and can be freely used by anyone without permission. A determination of a work’s remaining copyright term often requires an in-depth consideration of several factors. Accordingly, ADU Community Members shall seek a determination of the copyright term and expiration date of a work published after 1923 from the Intellectual Property Committee and ADU legal counsel prior to use in Institutional Activities as a public domain work unless the work is clearly labeled as in the public domain.

For more information about determining the term of any copyrighted work, please refer to the resources identified in Section II.3 below.

2.3 Limitations on Exclusive Rights

In general, the reproduction, public performance, public display, and distribution of a copyrighted work and the creation of derivative works from a copyrighted work are controlled by the Copyright Owner as exclusive rights. Use without permission or a license is considered copyright infringement except in certain circumstances. Note that in general, activities on the ADU campus, including classes, are considered public.
Under U.S. copyright law, the exclusive rights of copyright owners are subject to a range of statutory limitations, such as the right of first sale (commonly referred to as "the first sale doctrine"), special classroom exceptions, limited rights for reproduction by libraries and archives, and fair use. Uses that qualify under the requirements of any of these statutory limitations is not considered infringement under U.S. copyright law, but application of the statutory limitations often require a complex legal analysis to ensure that there is not copyright infringement. ADU Community Members should obtain copyright education to help them apply the statutory limitations to use of copyrighted works.

2.4 Copyright Statutory Limitation Sections

The Copyright Act includes certain sections (17 U.S.C. §§ 107-122) that contain limitations on copyright ownership rights for certain uses, users, and technology. Several of these statutory limitations are pertinent to ADU and the ADU Community, and are addressed briefly in this Policy as follows:

2.4.1 Fair Use (Section 107)

United States copyright law recognizes that there are specific uses, namely, criticism, comment, news reporting, teaching, scholarship, and research, that are necessary to promoting intellectual progress. The Copyright Act recognizes the fair use doctrine that is applied as a defense to an infringement claim. The four factors that are used in determining whether a use qualifies as fair use are:

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.

A court determines whether a use qualifies as a fair use, applying the specific facts of the case to the statutory factors in view of prior case law. The application of these factors is not precise, and it is difficult to anticipate the outcome of a particular case. To this end, while certain activities of ADU and the ADU Community may qualify as a fair use, fair use should be relied upon by the ADU Community with caution. ADU Community Members should seek the advice of the Intellectual Property Committee if they are unsure whether they may rely on fair use for a particular use of a copyrighted work.

2.4.2 Reproduction by Libraries and Archives (Section 108)

Copyright law recognizes several limitations on the exclusive rights of a copyright holder that apply only to qualifying libraries or archives. A qualifying library or archives, or any of its
employees acting within the scope of their employment, may reproduce or distribute a limited number of copies of a work for certain non-commercial uses (17 U.S.C. § 108). The right of libraries or archives to make copies of works under this section, however, is subject to several stringent conditions. For example, a library can copy an article or small portion of other types of works of authorship and give it to a library user provided that the library includes a copyright notice on the copy and has no reason to know that the user intends to use the copy for anything other than private study, scholarship, or research. Given the detailed requirements for compliance with Section 108, the ADU library shall seek the advice of the Intellectual Property Committee and ADU Legal Counsel to develop policies and procedures to ensure that any such reproduction or other use in relation to Section 108 is in accordance with U.S. copyright law.

2.4.3  The First Sale Doctrine (Section 109) and Lending by Non-Profit Libraries

Section 109 of the Copyright Act provides what is known as the "First Sale Doctrine." While Section 106 grants a copyright holder the exclusive right to distribute copies or phonorecords of the copyrighted work to the public by sale, rental, lease, lending, or other transfer of ownership, Section 109 limits that right to only the first sale of a copy or phonorecord. Section 109 states that once title on an individual copy of a work has been transferred, each subsequent owner has the right to sell or otherwise dispose of that copy without permission from the copyright owner. Importantly, the possessor of the copy of the work is not granted any rights under the copyright to make further copies, only the right to dispose of their own copy. The limitation in Section 109 on the exclusive right to distribute copies of a copyrighted work is essential for the ability of a library to lend copyrighted works without seeking permission from the copyright owner. Also, purchasers of a copy of a work can resell the copy (such as reselling used textbooks) without permission or a license from the copyright owner.

There are, however, important exceptions to Section 109. For example, media containing sound recordings or computer programs can be sold under the first sale doctrine but cannot be rented, leased or lent for direct or indirect commercial advantage. Section 109 does allow non-profit libraries to lend music and software if they meet certain requirements. ADU and the ADU Community shall follow the permitted practices provided under Section 109.

2.4.4  Special Classroom Exceptions (Section 110)

The Copyright Act includes recognition of a need for teachers to present copyrighted material during their face-to-face and distance instruction and lessons. Section 110 addresses this issue by granting teachers and students at nonprofit schools a right to use, perform or display copyrighted works of authorship in certain teaching situations. For a use to qualify under the exception granted by section 110, it must meet a number of requirements. These requirements are different for face-to-face teaching and distance instruction. Information about the requirements can be found in the resources listed in Section II.3.
ADU shall conduct its instruction and classes in accordance with the requirements of Section 110. The ADU Community should consult the ADU Intellectual Property Committee with questions about applying the teaching exceptions in Section 110 to their use of copyright material for educational purposes.

2.5 Copyright Infringement

Unless a limitation to the exclusive rights of a copyright owner (such as those in Sections 107 to 110 discussed above) or another defense applies, anyone who violates any of the exclusive rights of the copyright owner as provided by U.S. copyright law, or who imports into the United States copies of copyrighted material that are either illegal where purchased or would be illegal if made in the United States, is an infringer of the copyright for that material.

Copyright infringement can occur in several manners: direct, contributory, and vicarious. Direct infringement requires the actor to directly infringe one or more of the exclusive rights of a copyright owner for a particular work of authorship. Contributory infringement occurs when a person or institution knew or should have known about the direct infringement and contributed to it. Vicarious infringement occurs when a person or institution knew or should have known about the direct infringement and benefited financially from it.

If an ADU Community Member has a question about the use of a copyrighted work, he or she shall consult the Intellectual Property Committee and ADU legal counsel prior to any such use.

3. Further Information of Copyright

ADU provides helpful resources for educating and assisting the ADU Community on the correct use of copyrighted materials in various situations. These materials can be found at on the University website, and certain of them are listed in the following subsections.

ADU does not endorse the validity or content of any of these resources, but provides them for the educational value of such resources. For additional help in making decisions regarding copyright, ADU Community Members should contact the ADU Intellectual Property Committee.

3.1 Guidelines for Proper Use of Copyright Materials

These guidelines are not statutory law, but simply guidelines produced by representatives of users, copyright owners, and others in the relevant industry, and as such, do not provide infallible guards against infringement.

- Agreement on Guidelines for Classroom Copying in Not-for-profit Educational Institutions with Respect to Books and Periodicals,
- CONTU Guidelines for Interlibrary Loan Photocopying,
- Fair Use Guidelines for Educational Multimedia,
- Guidelines for Off-Air Taping for Educational Purposes,

3.2 Educational Resources
In addition to guidelines, ADU provides access to various resources for students, Faculty, and staff to use in determining if a use of a work is permitted.

- University of Texas' Copyright Crash Course,
- Stanford University Libraries, Copyright and Fair Use,
- North Carolina State University's TEACH Act Toolkit,
- U.S. Copyright Office,
- Columbia University Libraries' Copyright Advisory Office,

4. Peer-to-peer File sharing

Peer-to-peer file sharing has gained popularity over the last several years as a way to obtain and share files online. 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 works.

Copying and distributing copyrighted works, such as music, movies, and textbooks, without permission or a license may violate copyright law. A growing use of peer-to-peer file sharing among University students is downloading textbooks. Even though the textbooks are used for education, downloading them simply to avoid paying for them likely does not qualify as fair use, and is copyright infringement unless a particular limitation or defense applies.

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

5. Permissions

In the absence of clear guidance to the contrary elsewhere in this Policy, ADU recommends that ADU Community Members seek to obtain permission from the copyright owner before using copyrighted works not owned by ADU. Permission and rights for use of copyrighted works are often readily available. The copyright owner may control licensing directly, or rights may be available from a licensing agency such as the Copyright Clearance Center (for articles), ASCAP (for music), or Swank (for movies).

Before requesting permission to use a work, ADU Community Members should check with the ADU library to find out what rights ADU already has for use of the work. The library's licenses for electronic access to a text-based work may include some reproduction and distribution rights. For audio-visual materials, the library may have public performance rights for a performance not covered by Section 110 of the Copyright Act, or the library staff may be able to obtain those rights from the distributor. For software, an ADU department such as IT may have rights through a license.

6. Guidelines for Determination of Authorship

Within the academic environment of ADU there is often some level of expectation regarding authorship or acknowledgement on the part of those contributing to a work. As a result, it is important to address
questions of authorship at the earliest practical stage of a creative, collaborative project or research project. Such communication can clarify roles, spur motivation, and minimize disappointments among the participants.

Authorship should be discussed at the beginning and the end of work on a work of authorship, and whenever significant changes occur in the project or roles. It is also important to make it clear to all participants from the start that final decisions about authorship can be extended until the time of submission.

Issues relating to authorship vary with the project. The following general principles should serve as a guide for authorship inclusion across ADU.

- Authorship should be restricted to those individuals who have met each of the following criteria:
  1) made a significant contribution to the conception and design of the project, or the analysis and interpretation of the data, or other substantial scholarly effort; and
  2) participated in drafting, reviewing and/or revising the work.
- Each author should have participated sufficiently in the work to take full responsibility for his or her contributions to the content.
- Acquisition of funding, collection of data, general supervision of a research group, technical help, or writing assistance does not justify authorship. Anyone who does not meet the above authorship criteria but who has made other substantial contributions should be acknowledged in the final product.
- Honorary or courtesy authorships are inconsistent with the principles of this Policy and, as such, are unacceptable.

7. **ADU Works.**

7.1 **Works Made for Hire.** Any works that are created in the scope of an ADU Community Member’s employment or affiliation with ADU, or created by a Member of the ADU Community at the request of ADU or as part of an ADU undertaking, or that otherwise constitutes a work made for hire under the copyright laws of the United States, shall be owned by ADU as provided in Section I.8.1. By way of example, these works may include training, educational, or policy materials, Online Course Content, Course Content commissioned by ADU, articles written for the ADU news office, patient handbooks created by ADU Community, including professional, administrative or other staff, at the request of ADU or as part of an ADU undertaking, and ADU Software created by individuals who are employed by ADU as programmers within the scope of their employment. To the extent that any of the foregoing works constitutes a work made for hire under U.S. copyright law, ADU shall own the work in the first instance as the author. To the extent that any of the foregoing works does not constitute a work made for hire, but is an ADU Work, ADU shall own the work by assignment from the individual Creator. ADU Community Members agree that they will and do assign at the time of creation the copyright in any works that are to be owned by ADU under this Policy.

7.2 **ADU Course and Course Content.** If ADU commissions the creation, adaptation, or translation of a Course or Course Content, ADU will own all Intellectual Property in such ADU Course and Course Content created by an ADU Community Member. ADU Faculty own their course notes and other
materials that they create in non-commissioned ADU Courses, subject to the grant of a perpetual, non-exclusive license to ADU and ADU Community Members to use, adapt, reproduce, distribute, make derivative works and recordings of, and otherwise exploit the materials in Institutional Activities.

7.3 ADU Online Courses and Online Course Content. ADU has developed and continues to develop certain Courses, including Online Courses. All such Online Courses and all Online Course Content shall be considered commissioned by ADU as a work made for hire to be owned by ADU, and to the extent such Online Course Content does not qualify as a work made for hire, to be assigned to ADU by the Creator. Participation in the creation of any Online Courses or Online Course Content by an ADU Community Member will be with the understanding and agreement that ADU will own the Copyright in Such Online Courses and Online Course Content.

7.4 Audio visual recordings and files. Ownership rights in videotapes, digital recordings, or other recordings of all courses, and the parts thereof, that are made by or on behalf of ADU or with Substantial ADU Resources shall rest with the University. Ownership of the recording itself and related copyright in the recording does not mean that the ADU claims ownership of the Pre-Existing IP presented in the recording.

7.5 Use of ADU Course Content: commercialization. A Faculty, notwithstanding copyright ownership, may not commercialize Course Content created or taught at the ADU without the approval of the President and conformance with this Policy.

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:
- Class attendance is required beginning with the first class meeting. If you do not attend the first class meeting, you may be withdrawn from the class.
- Students who are not actively participating in an online class and/or do not submit the first assignment by the scheduled due date may be withdrawn by the instructor at the end of the first week.
- In the event of absence from a classroom course or the inability to participate in an online or hybrid course, you must contact your professor immediately to indicate the reason and to inquire whether make-up work is possible. In the event of an emergency (e.g. illness), instructors may require official documentation or verification.
- It is the student's responsibility to withdraw from their courses as soon as the decision to drop has been made. The student is considered to be enrolled in the course until he or she withdraws. During the add/drop period (the first week) the student can add and drop online. After the add/drop period the student must complete the Drop/Add/Withdrawal Form and submit to the Office of the Registrar.
  - 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.
- 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.
- Excused absences up to five days are allowed 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.

Program Integrity and Documentation of Online Course Attendance

Faculty members must certify that students are actively attending an online course or hybrid course that does not meet face-to-face within the first week of the session. Students will be required to complete at least one of the following for each online or hybrid course that does not meet face-to-face within the first week of the session:

1. Submit an assignment online
2. Take an online assessment
3. Participate in an online discussion about academic matters
4. Complete an online interactive tutorial or computer-assisted instruction that is trackable.
5. Initiate contact with the faculty member to ask a question about the academic subject studied in the course.

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 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.
Graduate course load is expressed in trimester credits. A trimester credit represents one 55-minute class or equivalent per week for 14 weeks. Laboratory courses are calculated at a 2:1 or 3:1 ratio, with two or three 55-minute periods of lab time each week making up one trimester credit. Clinical courses are measured according to the policies of the graduate program. For nurse anesthesia students, eight-hour periods of clinical time each week make up one trimester credit (8:1 ratio). For occupational therapy students, forty-hour periods of clinical time each week make up one trimester credit (40:1 ratio). For physical therapy students, eighty-hour periods of clinical time make up one trimester credit (80:1 ratio).

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, Denver campus, and online students who wish to register for more than 16 credits in any given trimester must obtain permission from their advisor and their department chair. Additionally, online 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.

Full-time graduate students are defined as those who register for eight or more credits per trimester. Students are considered to have full-time status during the internship term(s). A graduate student may not be concurrently registered at another college or university and Adventist University of Health Sciences without permission from the department chair and Office of Academic Administration.

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; Online 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

<table>
<thead>
<tr>
<th>Number of Weeks in Session</th>
<th>Number of weeks in session</th>
<th>Grade of &quot;W&quot; will be assigned during this period</th>
<th>Grade of &quot;WF&quot; will be assigned</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 3rd week</td>
<td>Beginning with the 4th week</td>
</tr>
<tr>
<td>5</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 4th week</td>
<td>Beginning with the 5th week</td>
</tr>
<tr>
<td>7</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 5th week</td>
<td>Beginning with the 6th week</td>
</tr>
<tr>
<td>Week</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 7th week</td>
<td>Beginning with the 8th week</td>
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</tr>
<tr>
<td>9</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 8th week</td>
<td>Beginning with the 9th week</td>
</tr>
<tr>
<td>10</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 11th week</td>
<td>Beginning with the 12th week</td>
</tr>
<tr>
<td>11</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 12th week</td>
<td>Beginning with the 13th week</td>
</tr>
<tr>
<td>12</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 13th week</td>
<td>Beginning with the 14th week</td>
</tr>
<tr>
<td>14</td>
<td>End of 1st school week in the session</td>
<td>Beginning of 2nd week to end of 14th week</td>
<td>Beginning with the 15th week</td>
</tr>
</tbody>
</table>

**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 visit the ADU Bookstore.

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 Adobe Flash Player and the Java plug-in 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.

Readmission after Academic Dismissal

Undergraduate 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.

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

Graduate students not in an academic program who have received an academic dismissal 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.
Graduate students within an academic program who have received an academic dismissal may reapply during the normal application cycle for the next available class. Should a vacancy occur in an academic program that is compatible with the matriculation of a failed student, the program may extend an invitation for application to the program. Individuals/applicants must submit required admission paperwork and fees. An invitation for application does not signify acceptance into the program. Failing students desiring to be considered for reapplication should submit a letter of intent to the Academic Department and the Office of Enrollment Services.

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.
- 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 Online 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 91 - 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 91 - 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 91 - Introduction to Algebra (3), MATH 105, 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 91 - 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.

Residency Requirements

Associates Degree
A student must complete 50 trimester credits at Adventist University of Health Sciences to earn the Associate of Science degree. In addition, the University and each program may require a list of specific courses as part of the graduate requirement.
**Baccalaureate Degree**

A minimum of 50% of credits must be earned at ADU. Additionally, the University and each program may list specific courses as part of the graduation requirement.

**Completion Programs**

For those entering a Baccalaureate completion program, a minimum of 36 hours must be earned at Adventist University.

**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.

Refer to individual graduate program policies to determine time limits for completion of a respective program.

Transcripts

Adventist University of Health Sciences and Parchment have partnered to provide transcripts of a student's academic record via the secure transcript request portal. Regardless of the mode of delivery, U.S. postal mail or electronically, all transcript requests will have a minimum service fee of $5.00 per request. Additional charges will be applied for expedited and international services. 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 of Credit for Undergraduate Students

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).

For more information on transferrable credits, visit our Transfer Evaluation System.

1. All credit must appear on an official transcript from the original institution at which the credit was earned.

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. 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.

8. The total number of credits transferred may not exceed those allowed by the residency policy.
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.²

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. Adventist University of Health Sciences will accept transcripts submitted by students as official documents only when in a sealed envelope.

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.

⁵ An 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.

Transfer of Credit for Graduate Students

Graduate students may petition to transfer credits from other regionally accredited institutions of higher learning. No more than twelve graduate semester hours may be transferred in to the graduate program of study. Only courses which fulfill Adventist University course requirements and have been completed with a grade of “B” or better may be transferred. Transfer requests must be approved by the respective department chair. Transfer credit is not allowed for courses specific to the professional discipline. Transfer of credit is not an option for courses in the professional clinical programs.
Transient Policy

Transient Students from Another Institution

Undergraduate 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 undergraduate students wishing to enroll in courses at another institution must meet the following conditions:

- Have regular academic standing.
- The institution at which the undergraduate 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 Online 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 undergraduate 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 undergraduate transient courses with a minimum grade of "C" (2.00). 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.
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 for undergraduate, four trimester credits for graduate). 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.

Some students may be selected for a records verification procedure. 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:

\[(\text{Cost of Attendance}) - (\text{Expected Family Contribution}) = \text{Educational Need}\]

- **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.
• **Expected Family Contribution** is determined by analyzing the data the student provides on the FAFSA according to a process which has been mandated by the Congress of the United States.

• **Educational Need** is the difference between the above two components.

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, 2016, for best award consideration for the 2016-2017 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 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**

An undergraduate 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.
A graduate student must maintain an overall GPA of 3.00 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

An undergraduate 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. A graduate student must successfully complete all credits attempted in their designated program of study, 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, WF, or WZ), 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, Graduate PLUS 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 Direct Unsubsidized Stafford Loan
2. Federal Direct Subsidized Stafford Loan
3. Federal Direct PLUS Loan/Graduate 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. Prior to making any post-withdrawal disbursement of loan funds, Adventist University must notify in writing to the student or the parent of a Parent PLUS Loan. 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, Federal Direct Grad/PLUS 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 and no later than August 31st after high school graduation. 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.
<table>
<thead>
<tr>
<th>Student Credit Hours Funded (per term)</th>
<th>Required Earned Credit Hours (per term)</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 or more credit hours</td>
<td>12 credit hours</td>
</tr>
<tr>
<td>9 - 11 credit hours</td>
<td>9 credit hours</td>
</tr>
<tr>
<td>6 - 8 credit hours</td>
<td>6 credit hours</td>
</tr>
</tbody>
</table>

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. If the GPA is improved above a 3.00 in a subsequent renewal period, the student will restore as a Florida Academic Scholars Award using their one-time restoration opportunity.

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. Students may use the scholarship for up to five years from high school graduation for a maximum of 120 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. Students may use the scholarship for up to five
years from high school graduation for a maximum of 120 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. 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 unmarried 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 non-citizens 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 2014-15 academic year, the minimum annual award amount was $200 and the maximum was $2,610. 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 ($625 - $5,775) 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 for undergraduate and
Graduate Entrance Loan Counseling for graduate students session is 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 is available to undergraduate and graduate students and 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% for undergraduate and 9.5% for graduate students. 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. Undergraduate 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**

<table>
<thead>
<tr>
<th>Class Standing</th>
<th>Credits Earned</th>
<th>Maximum Subsidized</th>
<th>Unsubsidized</th>
<th>Combined Subsidized &amp; Unsubsidized</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0-31</td>
<td>$3,500</td>
<td>$2,000</td>
<td>$5,500</td>
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<tr>
<td>Sophomore</td>
<td>32-62</td>
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<td>$5,500</td>
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<tr>
<td>Post Baccalaureate</td>
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<td></td>
<td>$5,000</td>
</tr>
<tr>
<td>Graduate</td>
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<td>$0.00</td>
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### Independent

<table>
<thead>
<tr>
<th>Class Standing</th>
<th>Credits Earned</th>
<th>Maximum Subsidized</th>
<th>Unsubsidized</th>
<th>Combined Subsidized &amp; Unsubsidized</th>
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<td>Freshman</td>
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<td>Post Baccalaureate</td>
<td>$5,500</td>
<td>$7,500</td>
<td>$12,500</td>
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</tbody>
</table>

### 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. The graduate aggregate loan limit of $138,500 includes any loan amount borrowed during undergraduate and graduate studies.

<table>
<thead>
<tr>
<th></th>
<th>Dependent Undergraduate</th>
<th>Independent Undergraduate</th>
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</thead>
<tbody>
<tr>
<td>Maximum Subsidized</td>
<td>$23,000</td>
<td>$23,000</td>
</tr>
<tr>
<td>Combined Subsidized and Unsubsidized</td>
<td>$31,000</td>
<td>$57,500</td>
</tr>
</tbody>
</table>

### 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 PLUS Loan for Graduate Students
Graduate and professional students will be eligible to borrow under the Direct PLUS Loan program. The Graduate Direct PLUS Loan allows the graduate student to borrow up to the cost of attendance minus other estimated financial assistance. A student with an adverse credit history may be denied a Graduate 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. The student receives an automatic in-school deferment while enrolled half-time or more.

Each year, the student must complete a Graduate Direct PLUS Credit Decision Request and the Loan Request Form which is on the ADU Aid Application. The terms, conditions, sample repayment schedules, and the necessity for repaying loans are available at www.studentloans.gov. The student completes the Direct PLUS Master Promissory Note (MPN) only once. You can borrow additional loans on a single MPN for up to ten years as long as there was no endorser. The loan must be certified by the Financial Aid Office while the student is enrolled at least half-time.

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

To see when the dollars have been credited, the student should look online at my.adu.edu, Student Account. You will also receive in writing each time Adventist University disburses part of your loans funds and will provide information about how to cancel all or part of your disbursement if you find you no longer need the funds.

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 1-877-557-
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.
<table>
<thead>
<tr>
<th>Level</th>
<th>GPA Requirement</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Silver</td>
<td>3.25-3.49</td>
<td>$800</td>
</tr>
<tr>
<td>Gold</td>
<td>3.50-3.74</td>
<td>$1,000</td>
</tr>
<tr>
<td>Platinum</td>
<td>3.75-4.00</td>
<td>$1,200</td>
</tr>
</tbody>
</table>

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 (Graduate and Undergraduate)
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.

Carol Carson Standford Memorial Scholarship * (Graduate)
This scholarship is for female students who are enrolled in the Nurse Anesthesia program, have a minimum GPA of 3.7 and demonstrate financial need.

De Vol Trust Scholarship *
This scholarship is for students enrolled in the Radiologic Science program who are nominated by the faculty of the department.

Don and Helen Bradley Scholarship (Graduate and Undergraduate)
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.

Dr. Philip and Jackie Littleford Scholarship *
This scholarship is for students who have strong general academic standing, are enrolled in a diagnostic medical sonography program, demonstrate financial need, and have a service record. Preference will be given to students in the diagnostic medical cardiovascular sonography program.

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 (Graduate and Undergraduate)
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.

Helen Jeanne Hall Lippert Nursing Scholarship
This scholarship is for students who have attended 2 consecutive years and completed a total of 30 credits hours at the University, have declared and are accepted into a nursing major, demonstrate financial need, have a minimum GPA of 3.5 and are recommended bya professor.

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.

Independence for Life Scholarship * (Graduate)
This scholarship is for students who are accepted into the Occupational Therapy program at the graduate level, have a GPA of at least 3.0, demonstration significant financial need and show how this scholarship will contribute to their independence in life.

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

Jean W. Iles Scholarship (Graduate and Undergraduate)
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.

Joseph L. Riley M.D. Scholarship (Graduate)
This scholarship is for students who are academically qualified, demonstrate financial need, admitted to the Certified Nurse Anesthesia program and demonstrate caring and altruism through service as a volunteer either through local programs or through international mission service.
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.

Mark Honska, MD Memorial SRNA Scholarship (Graduate)
This scholarship is for students who have a minimum GPA 3.7 are enrolled in the Nurse Anesthesia program and demonstrate financial need.

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.

Persons Family Finish Line Scholarship *
This scholarship is for students who are within two trimesters of graduation, have a strong work ethic and demonstrate financial need. Preference will be given to single parents.

Robert T. Hoover MD Memorial Scholarship (Graduate and Undergraduate)
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 (Graduate and Undergraduate)
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 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 (Graduate and Undergraduate)
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.

*Annual or not yet activated

Veteran's Certification

Admission to the University
Veterans of military service (and in some cases their spouses and specified dependents) may qualify for federal aid for educational programs. Those wishing to apply for such aid should prepare the following documents:

1. Complete Form 22-1990 Application for Education Assistance. (Those who have previously been accepted for such benefits should complete Form 22-1995 Request for Change of Program or Place of Training.)
2. Have a copy of honorable discharge papers.
3. Complete the ADU Veteran's Responsibilities and Certification for Benefits Form.
4. Complete the ADU Statement of Understanding Form - stating you understand these procedures.
5. The following steps may be completed before or simultaneously with those in 1-4 above.
   - Complete an application to an undergraduate or a graduate program at Adventist University and provide the documentation thereof. Be sure to consult both the general admission requirements in this Catalog and specific prerequisites for the program you seek.
   - Submit the above documents to the Admissions Office and the Financial Aid office as indicated on the forms.

Applicants should receive timely notice regarding their applications for admission and/or for financial aid. In case of delay in this notice, the applicant should contact the Financial Aid office directly. Students receiving financial aid as military veterans should become familiar with the Rights and Responsibilities of all Financial Aid recipients as stated in this Academic Catalog. It is especially important that they understand the necessity of making satisfactory academic progress as they continue their study.

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 of 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.

Students pursuing an M.S. degree in Nurse Anesthesia must achieve a minimum grade of "B" (3.00) in each course. Students must also achieve a minimum cumulative GPA of 3.00.

Students pursuing a Master's degree in Occupational Therapy must achieve a minimum grade of "B" (3.00) in each course. Students must also achieve a minimum cumulative GPA of 3.00.

Students pursuing an M.S. degree in Healthcare Administration must achieve a minimum grade of "B-" (2.70) on all scheduled program courses.

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

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.
Nurse Anesthesia, Occupational Therapy, Physician Assistant and Physical Therapy

Tuition for these graduate programs are assigned by the "Block Method." Prior to the admission of a new cohort of students in these programs, an amount is set by the University to cover the entire tuition costs of a student who progresses to completion in the consecutive trimesters prescribed by the program.

Should the applicant, prior to admission, have satisfactorily completed at Adventist University of Health Sciences any of the courses prescribed in the curricula, upon petition a tuition credit in the amount the student paid for the completed course may be credited to his/her account. Except for those armed forces veterans for military reservists called to active military duty, no other tuition refunds or waivers will be granted.

Healthcare Administration or Graduate General

Applicants who seek enrollment at Adventist University in the Healthcare Administration program or as graduate general students will be charged $500 per credit hour for each course for which they enroll.

All applicants are advised to consult the Tuition and Fee schedule.

Undergraduate Tuition and Fee Schedule

Following is the 2015-2016 tuition and fee schedule. Tuition and fees are determined annually and are subject to change without prior notice.

<table>
<thead>
<tr>
<th>Undergraduate Tuition and General Fees</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition per credit hour</td>
<td>$415.00</td>
</tr>
<tr>
<td>Matriculation fee (per trimester)</td>
<td>$290.00</td>
</tr>
<tr>
<td>Professional Program deposit (non-refundable)</td>
<td>$200.00</td>
</tr>
<tr>
<td>Audit per credit hour</td>
<td>$208.00</td>
</tr>
<tr>
<td>Application fee</td>
<td>$20.00</td>
</tr>
<tr>
<td>Special examination fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Science lab fee</td>
<td>$50.00</td>
</tr>
<tr>
<td>Institutional Challenge Examination fee</td>
<td>$35.00</td>
</tr>
<tr>
<td>Credit by ADU Challenge Exam recording fee per credit</td>
<td>$35.00</td>
</tr>
<tr>
<td>Service</td>
<td>Amount</td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>----------</td>
</tr>
<tr>
<td>CLEP (College Level Examination Program) examination fee</td>
<td>$80.00</td>
</tr>
<tr>
<td>CLEP (College Level Examination Program) examination fee (Sitting Fee)</td>
<td>$20.00</td>
</tr>
<tr>
<td>ACT Fee</td>
<td>$45.00</td>
</tr>
<tr>
<td>ACT Rescheduling Fee</td>
<td>$5.00</td>
</tr>
<tr>
<td>Test of Essential Academic Skills (TEAS)</td>
<td>$70.00</td>
</tr>
<tr>
<td>Incomplete grade recording fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>Duplicate Diploma</td>
<td>$100.00</td>
</tr>
<tr>
<td>Transcript Fee</td>
<td>$5.00</td>
</tr>
<tr>
<td>Graduation fee (final trimester attended)</td>
<td>$100.00</td>
</tr>
<tr>
<td>Replacement ID Badge</td>
<td>$10.00</td>
</tr>
<tr>
<td><strong>Professional Program Fees</strong></td>
<td></td>
</tr>
<tr>
<td>Allied Health Programs per trimester</td>
<td>$160.00</td>
</tr>
<tr>
<td>Nursing per trimester in which clinical nursing courses are taken</td>
<td>$300.00</td>
</tr>
<tr>
<td>Nursing Web-based curriculum support per trimester</td>
<td>$95.00</td>
</tr>
<tr>
<td>Nursing unexcused clinical make-up</td>
<td>$25.00/hr.</td>
</tr>
<tr>
<td>Nursing laptop computer (approximation)</td>
<td>$1,050.00</td>
</tr>
<tr>
<td>Kaplan ($90 per trimester)</td>
<td>$450.00</td>
</tr>
<tr>
<td>Nursing Kit (first trimester) approximately</td>
<td>$300.00</td>
</tr>
<tr>
<td>Nursing Box of Books (first trimester) approximately</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Final HESI Exam (2nd attempt, if applicable)</td>
<td>$55.00</td>
</tr>
<tr>
<td>Nursing Skills Validation Examination</td>
<td>$275.00</td>
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</tbody>
</table>
Graduate Tuition and Fee Schedule

Following is the 2015-2016 tuition and fee schedule. Tuition and fees are determined annually and are subject to change without prior notice.

<table>
<thead>
<tr>
<th>General Fees</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matriculation fee (per trimester)(^1)</td>
<td>$290.00</td>
</tr>
<tr>
<td>Professional Program deposit (non-refundable)(^2)</td>
<td>$500.00</td>
</tr>
<tr>
<td>Application fee</td>
<td>$100.00</td>
</tr>
<tr>
<td>Special examination fee(^3)</td>
<td>$50.00</td>
</tr>
<tr>
<td>Incomplete grade recording fee</td>
<td>$15.00</td>
</tr>
<tr>
<td>Duplicate Diploma</td>
<td>$100.00</td>
</tr>
<tr>
<td>Graduation fee (final trimester attended)(^4)</td>
<td>$100.00</td>
</tr>
<tr>
<td>Transcript fee</td>
<td>$5.00</td>
</tr>
<tr>
<td>Replacement ID Badge</td>
<td>$10.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Master of Science in Nurse Anesthesia</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Tuition Cost</td>
<td>$61,000.00</td>
</tr>
<tr>
<td>Professional Fee (per trimester)(^5)</td>
<td>$250.00</td>
</tr>
<tr>
<td>Laptop Computer and software bundle (approximation)</td>
<td>$1,050.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Master of Occupational Therapy</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Tuition Cost</td>
<td>$60,000.00</td>
</tr>
<tr>
<td>Professional Fee (per trimester)</td>
<td>$250.00</td>
</tr>
<tr>
<td>Computer</td>
<td>$1050.00</td>
</tr>
</tbody>
</table>

| **Master of Science in Physician Assistant** | **Amount** |
| Program Tuition Cost | $60,000.00 |
| Professional Fee (per trimester) | $250.00 |
| Computer | $1,050.00 |

| **Doctoral of Physical Therapy** | **Amount** |
| Program Tuition Cost | $85,000.00 |
| Professional Fee (per trimester) | $250.00 |
| Computer | $1,050.00 |

| **Masters in Healthcare Administration/ Graduate General Studies** | **Amount** |
| Tuition per credit hour | $500.00 |
| Audit per credit hour | $250.00 |

<p>| <strong>Housing Fee Schedule</strong> | <strong>Amount</strong> |
| Housing Fees | |
| 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 |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Married - one bedroom per trimester (non-refundable)</td>
<td>$3,600.00</td>
</tr>
<tr>
<td>Married - two bedroom per trimester (non-refundable)</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>Laundry Fee per trimester</td>
<td>included in rent</td>
</tr>
<tr>
<td>Room deposit (refundable, see ADU Housing Handbook)</td>
<td>$200.00</td>
</tr>
</tbody>
</table>

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.
5. The professional fee is used to subsidize clinicals and other fees. Other fees includes lab and course supplies, and equipment.
6. There 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 for Undergraduate, Master of Healthcare Administration, Executive Master of Healthcare Administration, and Graduate General University Students

Refund of tuition will be at 100% for the first seven calendar days of the academic session (e.g. 14 weeks, 7 weeks, etc.) After the seventh calendar day there is no refund of tuition. After the seventh calendar day the Add/Drop/Withdrawal Form must be completed with the required signatures and filed with the Office of the Registrar. A student called to active duty will receive a full refund of tuition and fees for the current trimester (See Active Military Duty section.)

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.

Refund Schedule

<table>
<thead>
<tr>
<th>Time Period</th>
<th>Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>First seven calendar days of the session</td>
<td>100% refund</td>
</tr>
<tr>
<td>Eighth calendar day and beyond</td>
<td>No refund</td>
</tr>
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</table>

Refund Policy for Nurse Anesthesia, Occupational Therapy, Physician Assistant and Physical Therapy

There are no tuition refunds, except for those armed forces veterans for military reservists called to active military duty. A student called to active duty will receive a full refund of tuition and fees for the current trimester. (See Active Military Duty section.)

Refund Policy for Maryland Students taking Online Courses

The State of Maryland requires by law that students residing in that state are provided a refund policy which differs from and replaces the ADU general refund policy and schedule. The Maryland policy applies only to
students physically residing in the state of Maryland, taking online courses.

*Deadlines refer to the number of business days, beginning with the first class.
### Fall 2015

<table>
<thead>
<tr>
<th>Proportion of Total Course, Program, or Term Completed as of Date of Withdrawal or Termination</th>
<th>Refund Deadline: Day of term for percentage refund based on length of term</th>
<th>Tuition Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 weeks</td>
<td>5 weeks</td>
<td>5 weeks</td>
</tr>
<tr>
<td>22 days</td>
<td>24 days</td>
<td>25 days</td>
</tr>
<tr>
<td>11/09-12/11</td>
<td>08/31-10/02</td>
<td>10/05-11/06</td>
</tr>
</tbody>
</table>

- **Less than 10%**: 1, 1, 1, 2, 2, 6, 90% refund
- **10% up to but not including 20%**: 3, 3, 4, 5, 6, 13, 80% refund
- **20% up to but not including 30%**: 5, 6, 6, 9, 10, 20, 60% refund
- **30% up to but not including 40%**: 7, 8, 9, 12, 13, 27, 40% refund
- **40% up to and including 60%**: 13, 14, 15, 20, 22, 42, 20% refund
- **More than 60%**: No refund, No refund, No refund, No refund, No refund, No refund, No refund

### Spring 2016

<table>
<thead>
<tr>
<th>Proportion of Total Course, Program, or Term Completed as of</th>
<th>Refund Deadline: Day of term for percentage refund based on length of term</th>
<th>Tuition Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 weeks</td>
<td>5 weeks</td>
<td>5 weeks</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

© 2015 Adventist University of Health Sciences
<table>
<thead>
<tr>
<th>Date of Withdrawal or Termination</th>
<th>25 days</th>
<th>24 days</th>
<th>25 days</th>
<th>32 days</th>
<th>35 days</th>
<th>68 days</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>03/28-04/22</td>
<td>01/11-02/05</td>
<td>02/15-03/25</td>
<td>01/11-02/07</td>
<td>03/07-04/22</td>
<td>01/11-04/22</td>
</tr>
<tr>
<td>Less than 10%</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>10% up to but not including 20%</td>
<td>4</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>13</td>
</tr>
<tr>
<td>20% up to but not including 30%</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>8</td>
<td>9</td>
<td>19</td>
</tr>
<tr>
<td>30% up to but not including 40%</td>
<td>9</td>
<td>8</td>
<td>9</td>
<td>11</td>
<td>13</td>
<td>26</td>
</tr>
<tr>
<td>40% up to and including 60%</td>
<td>15</td>
<td>14</td>
<td>15</td>
<td>19</td>
<td>21</td>
<td>40</td>
</tr>
<tr>
<td>More than 60%</td>
<td>No refund</td>
<td>No refund</td>
<td>No refund</td>
<td>No refund</td>
<td>No refund</td>
<td>No refund</td>
</tr>
</tbody>
</table>

**Summer 2016**

<table>
<thead>
<tr>
<th>Proportion of Total Course, Program, or Term Completed as of Date of Withdrawal or Termination</th>
<th>Refund Deadline: Day of term for percentage refund based on length of term</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 weeks 20 days 07/18-08/12</td>
<td>5 weeks 24 days 05/09-06/10</td>
</tr>
<tr>
<td>5 weeks 24 days 05/09-06/10</td>
<td>5 weeks 24 days 06/13-07/15</td>
</tr>
<tr>
<td>7 weeks 34 days 05/09-06/24</td>
<td>7 weeks 34 days 06/27-08/12</td>
</tr>
<tr>
<td>14 weeks 68 days 05/09-08/12</td>
<td>Tuition Refund</td>
</tr>
<tr>
<td>Less than 10%</td>
<td>1</td>
</tr>
<tr>
<td>10% up to but not including 20%</td>
<td>1</td>
</tr>
<tr>
<td>20% up to but not including 30%</td>
<td>1</td>
</tr>
<tr>
<td>30% up to but not including 40%</td>
<td>2</td>
</tr>
<tr>
<td>40% up to and including 60%</td>
<td>2</td>
</tr>
<tr>
<td>More than 60%</td>
<td>6</td>
</tr>
</tbody>
</table>

Less than 10% 90% refund
10% up to but not including 20% 80% refund
20% up to but not including 30% 60% refund
30% up to but not including 40% 40% refund
40% up to and including 60% 20% refund
More than 60% No refund
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.
Diagnostic Medical Sonography

Department Chair/Program Director: Charlotte Henningsen

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

Adjunct Faculty: Kathryn Kuntz, Cassandra Pharris, Tammy Stearns

Click to view Clinical Adjunct Faculty

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 for Diagnostic Medical Sonography (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, 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 for Diagnostic Medical Sonography 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 Catalog 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/stretcher 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. Repeated only two (2) cognates, one time each, including transfer credits, to be eligible for admission into sonography courses. Must have a grade of "C" or better for required courses.
7. 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.
8. 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.
9. Attend an interview at an ADU campus. Competitive applicants will be invited to attend an interview. Meeting minimum admissions requirements does not guarantee an invitation for an interview.
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. Online 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) or P (Pass) 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 Catalog.

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 cognates and a minimum grade of "C+" (2.30) or P (Pass) 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:

- PHYS 121 - Survey of Physics (4)
- ENGL 101 - English Composition I (3)
- MATH 120 - College Algebra (3)

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 Requirement

- 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 online-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 an online 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 Catalog).

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 for 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.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

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 Catalog.

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":

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- BIOL 101C - Anatomy and Physiology I and Lab (4)
- BIOL 102C - Anatomy and Physiology II and Lab (4)
- MATH 120 - College Algebra (3) ¹
- PSYC 124 - General Psychology (3)
- CPTR 105 - Introduction to Microcomputers (3) ²
- PHYS 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.

<table>
<thead>
<tr>
<th>Phase I Credit Accumulation</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Coursework</td>
<td>27</td>
</tr>
<tr>
<td>Credit by Validation</td>
<td>32</td>
</tr>
<tr>
<td>Total hours in Bridge Program</td>
<td>59</td>
</tr>
</tbody>
</table>

Phase II involves the completion of the 61 credit hours of cognate and Sonography coursework listed under the Curriculum section.

- Phase I completion is a prerequisite to applying for a Diagnostic Medical Sonography, Minor.

**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 credit\(^1\).
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**
- BIOL 144C - Sectional Anatomy (3)
- STAT 205 - Introduction to Applied Statistics (3)
- ENGL 250 - Technical Writing (3)
- HTSC 343 - Legal Aspects of Healthcare (3)
- HTCA 354 - Leadership and Organizational Behavior (3)
- RELT 368 - World Religions for the Healthcare Professions (3)
- RELB 379 - Lessons on Living: Biblical Perspectives (3)
- MKTG 385 - Marketing and Healthcare (3)
- FNCE 388 - Components of Healthcare Financial Management (3)

Total General Education Requirements: 27

1 If RELT 368, *World Religions for the Healthcare Professions*, was completed as part of an A.S. degree from Adventist University, RELE 305, *Ethics for Nursing and Allied Health*, will be taken to complete B.S. religion requirement.

Sonography Requirements

- IMAG 345 - Diagnostic Imaging (3)
- IMAG 351 - Introduction to Educational Methodology (3)
- IMAG 400 - Management Principles for Imaging Professionals (3)
- SONO 441 - Advanced Topics in Sonography (3)
- SONO 447 - Advanced Sonographic Specialties (3)
- IMAG 485 - Medical Imaging in the Digital Environment (3)
- IMAG 490 - Case Studies in Healthcare (3)
- IMAG 494 - Issues and Trends in the Healthcare Arena I (3)
- IMAG 495 - Issues and Trends in the Healthcare Arena II (3)
- IMAG 497 - Research Methods in Allied Health (3)

Elective

- IMAG 328 - Pathophysiology (4)

Total Sonography Requirements: 34

Summary of Credits Required for Graduation
Diagnostic Medical Sonography, 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 applicant for admission must meet the following requirements:

1. Be registered in sonography by the American Registry for 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:

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

Elective
• IMAG 328 - Pathophysiology (4)

Total Hours: 19

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

Department of Diagnostic Medical Sonography

Department of Health and Biomedical Sciences

Health and Biomedical Sciences

Department Chair: Ann Vining

Humanities Coordinator: Stanley Dobias

Math & Science Coordinator:

Research Coordinator: Russell Butler


Adjunct Professional Faculty: Althiea Farrell, Michael Lay, Jessica Lower, Sagarika Sahu, Judy 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.

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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)

*Three hours of which must be a literature course.*

- ENGL 214 - Survey of American Literature (3)
- Any HMNT course

Math and Computer Sciences (9 credits)

- CPTR 105 - Introduction to Microcomputers (3) or above
- MATH 120 - College Algebra (3) or above\(^1\)
- 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)
- 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) or
- Hist 175 - World Civilization II (3)
- and any other HIST

Health and Physical Education (3 credits)

- HPER 125 - Health and Wellbeing (2)
- and 1 credit of HPER

Note:

1 Precalculus or Calculus strongly recommended. Calculus I is required for Pre-Pharmacy emphasis.
2 American Government or American Political Science will be accepted as a History Elective.

Science Requirements - 43 credits, 14 of which must be upper division

43 credits may be selected 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 151 - General Biology I (3) ¹
- Biol 151L - General Biology Lab (1) ¹
- Biol 152 - General Biology II (3) ¹
- Biol 152L - General Biology II Lab (1) ¹
- Biol 301 - Exercise Physiology (3)
- 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 410 - Histology (3)
• BIOL 410L - Histology Lab (1)
• BIOL 475 - Issues in Science and Religion (3) \(^1\)
• CHEM 151 - General Chemistry I (3) \(^1\)
• CHEM 151L - General Chemistry I Lab (1) \(^1\)
• CHEM 152 - General Chemistry II (3) \(^1\)
• CHEM 152L - General Chemistry II Lab (1) \(^1\)
• CHEM 311 - Organic Chemistry I (3) \(^1\)
• CHEM 311L - Organic Chemistry I Lab (1) \(^1\)
• CHEM 312 - Organic Chemistry II (3) \(^1\)
• CHEM 312L - Organic Chemistry II Lab (1) \(^1\)
• CHEM 411 - Biochemistry I (4) \(^1\)
• CHEM 412 - Biochemistry II (3)
• CHEM 413L - Biochemistry Lab (1)
• 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)

Note:

\(^1\) Mandatory

Students should choose the remainder of their science credits based on the emphasis as listed below. Courses in italics are those which are generally required by the professional programs indicated. Those not in italics are suggested. Students should select their science courses based on the requirements of the schools they plan to attend.

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<th>Pre Pharm</th>
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<th>Chemistry</th>
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</tr>
</tbody>
</table>
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, 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)
- ENGL 101 - English Composition I (3)

Trimester Total: 15/17

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 or Science Elective (3-4)
- PSYC 124 - General Psychology (3)
- CHEM 311 - Organic Chemistry I (3)
- CHEM 311L - Organic Chemistry I Lab (1)
- Science Elective (3-4)

Trimester Total: 15/17

Spring

- CHEM 312 - Organic Chemistry II (3)
- CHEM 312L - Organic Chemistry II Lab (1)
- Science Elective (3-4)
- HIST ___ - History (3)
- SOCI 125 - Introduction to Sociology (3)
- HPER 123 - Fitness (1) or
- HPER 127 - Women's Fitness (1)
- RELE 205 - Introduction to Christian Ethics (2)

Trimester Total: 16/17
Third Year

Fall

- SPCH 145 - Introduction to Public Speaking (3)
- Science Elective (3-4)
- CHEM 411 - Biochemistry I (4)
- RELB ___ - Religion (3)
- Elective - Electives (3)

Trimester Total: 16/17

Spring

- Science Elective (3-4)
- 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: 15/16

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, 1)

Trimester Total: 14
Spring

- HTSC 480 - Undergraduate Seminar (1, 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 who 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.
   2a. 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**

The Bachelor of Science in Health Science Degree has three tracks. 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.
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<th>Elective Hours</th>
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<td>18</td>
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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)

*Three hours of which must be a literature course.*

- 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 HIST

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) , (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, 1)

Trimester Total: 17

Spring

• HTSC 480 - Undergraduate Seminar (1, 1)
• SOCI 349 - Aging and Society (3)
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, cytotecnology, 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 who 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.
   2a. 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**

The Bachelor of Science in Health Science Degree has three tracks. 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:

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<tbody>
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<td>15</td>
<td>0</td>
<td>18</td>
<td>13</td>
<td>15</td>
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</tbody>
</table>

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)

*Three hours of which must be a literature course.*

- ENGL 214 - Survey of American Literature (3)
- any HMNT

Math and Computer Sciences (9 credits)

- CPTTR 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), (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, 1)

Trimester Total: 16/17

Spring

• HTSC 480 - Undergraduate Seminar (1, 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.
   2a. 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 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

- CPT 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
Healthcare Administration, B.S.

- Curriculum

This program of study will provide students with the academic preparation for entry-level work in healthcare administration and/or continued study in healthcare administration at the graduate level.

Admission

To be accepted into the Bachelor of Science in Healthcare Administration 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 Healthcare Administration Program Application once admitted to the University. The application can be accessed at http://my.adu.edu.
2. Have 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 ACT and an ACT English score of 22.

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 125 trimester hours with a minimum cumulative GPA of 2.50.
2. Completed the prescribed course of study with a minimum of 48 upper division credits.
3. Achieved a minimum grade of "C" (2.00) in all major courses.
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 - 62 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)

- Any literature course.
- An introductory course in any foreign language.

Math and Computer Sciences (8 credits)

- MATH 120 - College Algebra (3) or above
- STAT 215 - Elementary Statistics (3)

Social and Behavioral Sciences (9 credits)

- PSYC 124 - General Psychology (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)

Religion (13 credits)

- RELP 103 - Philosophy of Healthcare (3)
- RELE 205 - Introduction to Christian Ethics (2)
- RELE 405 - Christian Ethics and Healthcare (3)
- RELP 142 - Issues in Grieving and Loss (2)
- RELT 368 - World Religions for the Healthcare Professions (3)

History (6 credits)

- HIST 174 - World Civilization I (3) or
- HIST 175 - World Civilization II (3)
• HIST 211 - U.S. History I (3) or
• HIST 212 - U.S. History II (3)

Health and Physical Education (3 credits)

• HPER 125 - Health and Wellbeing (2)
• and 1 credit of HPER

Science Requirements (6 credits)

Students should choose from among the following. Some courses must be taken with the accompanying lab.

• 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)
• 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)

Major Requirements - 51 Credits

Accounting/Economics/Finance

• 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)

Healthcare Management

• HTCA 354 - Leadership and Organizational Behavior (3)
• HTCA 470 - Patient Care Management (3)
• HTCA 480 - Human Resources Management (3)
• HTCA 485 - Healthcare Strategic Planning and Decision Making (3)
• HTCA 490 - Information Systems Management (3)

Marketing

• MKTG 320 - Principles of Marketing (3)
• MKTG 420 - Marketing and Social Media (3)

Health Science
BSHA 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.

Community Health Transitional Care (CHTC) Internship

CHTC is a pathway for ADU students to gain patient contact hours, volunteer, and gain experience in patient care. The two foundational courses will prepare students with the knowledge and skills needed to participate in the internship courses.

Students will work directly with a team of interdisciplinary members from Florida Hospital to gain exposure to how patients are managed post-discharge from the hospital. The student will act as the "eyes and ears" of the healthcare team with their weekly patient/client interactions.

Prerequisites:
- ENGL 101 or dual-enrollment in HBS Track II

Features:
- 280+ Patient Contact Hours
- 8 Credit Hours and 6 Upper Division Credits
- Community Service Hours
- Inside exposure to structure, operations, and professionals within Florida Hospital

Curriculum

"This partnership provides our students with a unique opportunity to gain meaningful real-world experience to supplement their academic courses while working alongside Florida Hospital employees. Students will learn from some of the best in the field on how to care for individuals on all levels," - Dr. David Greenlaw, President.
- CHTC 350 - CHTC Internship I (2)
- CHTC 360 - CHTC Internship II (2)
Department of Nursing

Nursing

Interim Department Chair: Janice Lowden-Stokley, MSN, RN

Interim Vice-Chair, RN-BSN Option: Rilla Taylor, EdD, RN

Vice-Chair, GBSN Option: TBD

Denver Site Nursing Director: Barbara Nelson, PhD, RN


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 wholistic care to individuals, families, and communities. Through the profession of nursing, we extend the healing ministry of Christ.

The practice and teaching of nursing is 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 clinical model and the content flows from simple to complex. The content in the clinical courses is based on the Neuman Systems Model that focuses on the provision of wholistic 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 wholistic 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 wholistic 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's 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.

Nursing, Generic BSN Option

The GBSN Option blends the live classroom setting with the use of electronic resources such as interactive video and pre-recorded lectures, and offers onsite clinical settings, and local clinical rotations. This blended learning modality provides easy access to course content at any time and helps students apply the knowledge gained in the classroom in a practical way. The curriculum for the GBSN requires four calendar years or a minimum of nine trimesters of full-time study. Upon completion of the GBSN requirements, students are eligible to take the National Council Licensure Examination (NCLEX-RN). Students have up to seven years (84 months) from their admission to the University to complete the program.
Policies

The Baccalaureate Degree Nursing Program Student Handbook Supplement contains the policies of the Department of Nursing. By accepting enrollment as a nursing student, each applicant agrees to abide by the department’s regulations.

All nursing students must present:

- 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.
- Verification of varicella vaccination, or show 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 (Florida students only). This must be completed annually.
- All health records, immunizations, and CPR certifications must be submitted by the Nursing Department Orientation the week prior to the start of classes. Failure to submit these documents by that day may result in forfeiture of a seat in the program.

Mental and Physical Requirements for Applicants

Applicants seeking admission to the nursing 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 forms.
- Read and interpret relevant medical data from patients’ charts, reports, and orders.
- Safely lift and transfer patients to accomplish bed/chair/stretcher 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.
- 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.

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

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

A student in the Nursing program (Generic Option) must purchase a university-approved laptop computer. University-approved laptops are available at cdwg.com/adulaptopprogram. More information about the laptop program is available at the Nursing department office.

A level II background check is required to begin nursing classes. The Florida State Board of Nursing and the nursing boards of other states reserve the right to deny licensure in their states to an applicant who has an unresolved felony on record in any state. This background check may impact eligibility for licensure and should be determined in advance of beginning an educational program. For further information, see the Generic Bachelor of Science in Nursing Degree Student Handbook Supplement.

With the approval of the University, the Department of Nursing reserves the right to revise, add, or withdraw courses and policies as necessary to ensure a quality nursing program.

Admission

Applicants\(^1\) are considered for admission when they meet General Studies admission requirements (see General Studies admission in the Admission Information section) and they have:

1. Submitted the Generic BS Nursing Option Application once admitted to the University. The application can be accessed at http://my.adu.edu.
2. A minimum 3.00 GPA in prerequisite and cognate courses. A grade of C or better is required for all cognate and prerequisite courses. (GPA calculator)
3. Repeated only two (2) cognates, one time each, to be eligible for admission into nursing courses, including transfer credits. Must have a grade of C or better for required courses.
4. Achieved TEAS V scores equivalent to national benchmark scores for BSN level programs. All four sections of the TEAS must be taken for the Composite score to be accurate.
5. Submitted 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 an 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.
6. Attended a mandatory pre-nursing session and complete the NURS 115 Introduction to Professional Nursing course, preferably the trimester preceding NURS 220 Foundations of Nursing.

\(^1\) Applicants who wish to transfer from another nursing program will be evaluated individually, according to the Nursing Student Transfer Policy.

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Mandatory Pre-Nursing Information Sessions

ALL students interested in the Adventist University Nursing Program must attend a Mandatory Information Session prior to the trimester in which they are planning on enrolling. Information sessions are the most accurate resource to have questions answered and are scheduled approximately once a month during the regular school year. Please call the Nursing Information Line at 407-303-7893 to register for a session. Applicants who have not attended one of these sessions will not be accepted into the program.

Admission into all professional programs is competitive. Each program has a maximum number of students that can be admitted annually. 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 a 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.

Nursing Student Transfer Policy

Students currently enrolled in a nursing program who wish to transfer to the Adventist University Generic BSN Option in Nursing must meet the following criteria to be considered for admission:

1. Meet the Generic BSN degree option admission requirements.
2. Complete all cognate and general education courses with a minimum cumulative GPA of 3.00 prior to enrolling in nursing courses.
3. Obtain a current minimum cumulative nursing GPA of 2.50 in all completed nursing courses.
4. Submit two recommendations on ADU Recommendation Forms, including one from the nursing program from which they are transferring.
5. Submit a one- to two-page letter explaining their desire to be considered for transfer to Adventist University, and their interest in becoming a nurse.
6. Demonstrate satisfactory validation of nursing knowledge and skills.

Students requesting to transfer to the Generic BSN Option in the Adventist University Nursing program will be considered for placement into 200-level nursing courses only. Acceptance is not automatic and is contingent on available clinical/class space.
Progression

Students may progress in the Generic BSN Option when they attain the following requirements:

1. Earn a minimum grade of "C" in each nursing course and maintain a minimum cumulative GPA of 2.50 in nursing courses. The nursing GPA will be calculated at the completion of 200- and 300-level nursing courses, and at the completion of the nursing program to ensure eligibility for progression and graduation.
2. After entering the nursing program, a student may repeat only two nursing courses for any reason. Each nursing course may be repeated only once. Students who do not complete courses or do not progress with their cohort cannot be assured of placement in their choices of subsequent courses.
3. Fulfill any remedial contracts (see the Department of Nursing Generic Baccalaureate Degree Option Student Handbook Supplement).
4. Present annual verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the Student Handbook for additional information.
5. Present updated immunizations including hepatitis B.
6. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.
7. Provide documentation of annual TB Respirator (Mask) Fit testing for Florida Campus students.
8. All students must complete their level's general education courses indicated on the GBSN Course Schedule before progressing to the next level.
9. If a nursing student does not progress with his or her cohort for any reason, that student must remain in the cohort that he or she has joined for the remainder of their plan of study.

Please note: NURS 115, Introduction to Professional Nursing is both a prerequisite and a required nursing course. It may be repeated only one time for any reason.

Readmission

A student who has used all of the options stated in number two (2) of the Progression Policy is not eligible for readmission to the Generic Bachelor of Science Option. Readmission is not automatic and is contingent on available clinical/class space. Students will be readmitted under current program policies. Students who are eligible will be considered for readmission to the program when they complete the following:

1. Submit a Readmission Form to the Department of Nursing no later than six weeks prior to the beginning of the trimester in which they wish to enroll.
2. Hold a cumulative GPA of 2.50.
3. Present annual verification of tuberculosis screening. If the test is positive, refer to the Communicable Disease Policy in the Generic Bachelor of Science Degree Nursing Student Handbook for additional information. Verify current certification in professional cardiopulmonary resuscitation (CPR) from the American Red Cross or the American Heart Association, including infant, child and adult CPR.
4. Meet specified requirements as set forth by the Department of Nursing regarding the individual student.

5. Successfully demonstrate validation of nursing skills (see the Fee Schedule in the Financial Information section for Nursing Competency Validation exam fees).

If a lapse of time greater than two years occurs in a student's program of study, prior nursing credits will not automatically be accepted. The student may petition to validate nursing knowledge and skills and have prior nursing credits accepted through written examinations and clinical performance evaluations.

Completion

Adventist University of Health Sciences will consider students for graduation and conferral of a Bachelor of Science Degree in Nursing when they have met the general requirements for graduation (see Graduation in Academic Information section), and when they:

1. Complete a minimum of 127 trimester hours of credit.
2. Complete the prescribed course of study for the degree with a minimum nursing GPA of 2.50 and a minimum cumulative GPA of 2.50 (see Curriculum in the GBSN Option in the Nursing section).
3. Achieve a minimum grade of "C" (2.00) in each nursing, cognate, and general education course.
4. Complete the Exit Health Education Systems, Inc. (HESI) examination requirements during the final course of study in the nursing program. Please refer to the GBSN Option Student Handbook Supplement for more information.
5. Successfully complete a minimum of 50% of the college-level credits required for the degree at ADU to satisfy the University Residency Policy.
6. Complete the service-learning requirement. Please refer to the GBSN Option Student Handbook Supplement for more information.
7. Complete the Kaplan NCLEX preparation training package as assigned within the NURS 460 Practicum course.

Curriculum

Baccalaureate Prerequisite and 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 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)
• CPTR 105 - Introduction to Microcomputers (3)
• ENGL 101 - English Composition I (3)
• ENGL 102 - English Composition II (3)
• MATH 103 - Survey of Mathematics (3)
• NURS 115 - Introduction to Professional Nursing (2)
• NUTR 122 - Nutrition (3)
• PSYC 128 - Developmental Psychology (3)
• REL ____ - Religion Elective (3)
• RELP 103 - Philosophy of Healthcare (3)
• SOCI 125 - Introduction to Sociology (3)

Total: 47*

Baccalaureate General Education Requirements

• HIST 174 - World Civilization I (3) or
• HIST 175 - World Civilization II (3)

• HMNT ____ - Humanities Elective (3)
• HPER 125 - Health and Wellbeing (2)
• REL ____ - Upper Level Religion Elective 300+ (3)
• RELT 368 - World Religions for the Healthcare Professions (3)
• SOCI 349 - Aging and Society (3)
• STAT 205 - Introduction to Applied Statistics (3)

Total: 20

Baccalaureate Nursing Requirements

• NURS 115 - Introduction to Professional Nursing (2) * (pre-requisite)
• NURS 220 - Foundations of Nursing (4)
• NURS 225 - Introduction to Health Assessment (4)
• NURS 230 - Health Promotion and Wellness (3)
• NURS 240 - Mental Health (4)
- NURS 255 - Principles of Pathophysiology (4)
- NURS 265 - Pharmacology (3)
- NURS 310 - Adult Health I (4)
- NURS 320 - Adult Health II (4)
- NURS 330 - Nursing of Childbearing Family (4)
- NURS 340 - Nursing Care of the Child and Family (3)
- NURS 375 - Informatics (2)
- NURS 410 - Adult Health III (4)
- NURS 420 - Community Health (5)
- NURS 425 - Introduction to Nursing Research (3)
- NURS 430 - Leadership and Management (3)
- NURS 445 - Professional Issues in Nursing (3)
- NURS 460 - Practicum (3)

Total: 62*

Note:

* Introduction to Professional Nursing NURS 115 is a prerequisite course that is part of the Baccalaureate Nursing requirements. The course is listed as a prerequisite and a required course. It may be repeated only one time.

Program of Sequence

Year I (Pre-GBSN) - Trimester 1

- BIOL 101 - Anatomy and Physiology I (3)
- BIOL 101L - Anatomy and Physiology I Lab (1)
- CPTR 105 - Introduction to Microcomputers (3)
- ENGL 101 - English Composition I (3)
- RELP 103 - Philosophy of Healthcare (3)
- MATH 103 - Survey of Mathematics (3)

Trimester Total: 16

Year I (Pre-GBSN) - Trimester 2
• BIOL 102 - Anatomy and Physiology II (3)
• CHEM 111 - Survey of Inorganic Chemistry (3)
• ENGL 102 - English Composition II (3)
• NUTR 122 - Nutrition (3)
• SOCI 125 - Introduction to Sociology (3)

Trimester Total: 16

Year I (Pre-GBSN) - Trimester 3

• BIOL 225 - Principles of Microbiology (3)
• CHEM 112 - Survey of Organic and Biochemistry (3)
• NURS 115 - Introduction to Professional Nursing (2)
• PSYC 128 - Developmental Psychology (3)
• REL ___ - Religion Elective (3)

Trimester Total: 16

Year II - Trimester 1

• HMNT ___ - Humanities Elective (3)
• NURS 220 - Foundations of Nursing (4)
• NURS 225 - Introduction to Health Assessment (4)
• NURS 255 - Principles of Pathophysiology (4)

Trimester Total: 15

Year II - Trimester 2

• HPER 125 - Health and Wellbeing (2)
• HIST 174 - World Civilization I (3) or
• HIST 175 - World Civilization II (3)
• NURS 230 - Health Promotion and Wellness (3)
• NURS 240 - Mental Health (4)
• NURS 265 - Pharmacology (3)
Trimester Total: 15

Year III - Trimester 1

• SOCI 349 - Aging and Society (3)
• RELT 368 - World Religions for the Healthcare Professions (3)
• NURS 310 - Adult Health I (4)
• NURS 330 - Nursing of Childbearing Family (4)
Trimester Total: 14

Year III - Trimester 2

• STAT 205 - Introduction to Applied Statistics (3)
• NURS 320 - Adult Health II (4)
• NURS 340 - Nursing Care of the Child and Family (3)
• NURS 375 - Informatics (2)
Trimester Total: 12

Year IV - Trimester 1

• NURS 410 - Adult Health III (4)
• NURS 420 - Community Health (5)
• NURS 425 - Introduction to Nursing Research (3)
Trimester Total: 12

Year IV - Trimester 2
• REL ___ - Religion Elective 300+ (3)
• NURS 430 - Leadership and Management (3)
• NURS 445 - Professional Issues in Nursing (3)
• NURS 460 - Practicum (3)

Trimester Total: 12

Nursing, RN-BSN Completion Option

The RN-BSN Completion Option provides registered nurses quality instruction through a multi-dimensional distance-learning environment, allowing students to further their education while maintaining their current professional careers. Adventist University of Health Sciences collaborates with Pearson-Embanet in the delivery of the distance education. Students participate in a virtual community of learners and are mentored via online communication. The lead instructor and section adjuncts monitor student success. Students have up to five years (60 months) from their start date to complete the program. Bridge students have up to seven years (84 months) from their start date to complete the program.

Admission

Applicants are considered for admission when they meet the following admission requirements:

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 which we will accept transcript evaluations from.

3. A minimum cumulative GPA of 2.50 on at least 12 college-level credits.
   a. Diploma graduates who do not have college credit for Phase I courses must complete each required course with a minimum grade of "C" (2.00) and earn a cumulative GPA of 2.50 before being considered for admission to the Bachelor of Science Degree Completion Option (see Diploma Graduates in the Nursing section for more information).
   b. Associate degree graduates who have not completed the prerequisite courses must complete each course with a minimum grade of "C" (2.00) and earn a cumulative GPA of 2.50 before transitioning into the Baccalaureate degree program (see Pre-BSN section below).
   c. A current license to practice as a registered nurse in his or her state of residence or practice. If the student is a new or international graduate, the applicant must be eligible to sit for the
NCLEX-RN but must have obtained a valid license prior to enrolling in the last NRSG (nursing) course.

4. 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.

5. Submit two recommendations on ADU Recommendation Forms. All applicants must submit a recommendation from an employer/supervisor if employed within the last five years. Applicants who graduated within the last five years must submit a recommendation from their basic nursing program faculty.

6. Present verification of tuberculosis screening. If test is positive, refer to the Communicable Disease policy in the Student Handbook for additional information.

7. Present updated immunizations, including hepatitis B.

8. Present certification in professional cardiopulmonary resuscitation (CPR) from the American Heart Association, including infant, child, and adult CPR.

It is recommended that applicants who lack recent work experience in nursing (five years or more) take an RN refresher course prior to enrolling in clinical nursing courses.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

Pre-BSN for the RN to BSN Completion Option:

Pre-BSN status is given to those applicants who have an active RN License and have graduated with an Associate of Science degree from a regionally-accredited institution, but have not completed the prerequisite courses for the RN-BSN Option (see Prerequisite courses in the Curriculum section). Students will begin Bachelor of Science Completion Degree Option coursework once all requirements have been successfully met.

Bridge Requirements for the RN to BSN Completion Option

Bridge status will be granted to those applicants who have an Active RN License and have graduated from a Nursing diploma program, or graduated with an Associate of Science degree from a non-regionally accredited institution. Students admitted to the Bridge path will be granted 32 college credits by validation for having successfully passed the NCLEX-RN exam and holding an active RN license.

There are two phases to the Bridge path. Phase I involves the successful completion of 39 credit hours of lower division credit as outlined below. Students accepted to the Bridge path are granted regular admission status and must complete all of the Phase I requirements before starting Phase II. During Phase II, students will begin the Bachelor of Science Completion Option coursework. It is recognized that Bridge students may transfer some credits from regionally-accredited institutions. Combined with the 32 hours of credit by validation, the Bridge student will have a total of 75 lower division credits at the completion of Phase I. The
following courses are required and must be completed with a minimum grade of "C" and a cumulative GPA of 2.50:

Phase I Curriculum

Cognate Requirements

- BIOL 101C - Anatomy and Physiology I and Lab (4)
- BIOL 102C - Anatomy and Physiology II and Lab (4)
- BIOL 225C - Principles of Microbiology (4)
- CPTR 105 - Introduction to Microcomputers (3)
- NUTR 122 - Nutrition (3)
- PSYC 128 - Developmental Psychology (3)
- SOCI 125 - Introduction to Sociology (3)

Total: 24

General Education Requirements

- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)
- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- MATH 103 - Survey of Mathematics (3)

Total: 15

Credit for Prior Course Work

Bachelor of Science Degree Completion Option Nursing Coursework

Transfer of RN-BSN Completion option nursing coursework is subject to approval from the Department Chair and Academic Administration. All courses must satisfy the math and science transfer policies of Adventist University of Health Sciences (ADU). The BSN core coursework includes service learning hours and must be
completed at ADU to meet the service learning requirements. The RN-BSN completion option includes service learning hours that must be completed while enrolled at ADU.

**Associate Degree Nursing Coursework**

Graduates of regionally-accredited Associate degree programs may have a maximum of 32 trimester hours of nursing credit transferred as Associate degree credit and applied toward the Bachelor of Science in Nursing degree.

Students admitted to the RN to BSN, Pre-BSN, and Bridge path will be granted 32 college credits by validation for having successfully passed the NCLEX-RN exam and holding an active RN license. These credits will be transferred as Associate degree credits and applied toward the Bachelor of Science Completion Degree (see the College-level Credit by Examination).

Graduates of international nursing programs will be evaluated on an individual basis. International transcripts must be accompanied by official copies of translations and a course-by-course evaluation. 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.

**General Education and Cognate Courses**

Once enrolled in the RN-BSN Completion option, students must seek prior approval from the Department Chair and the Office of Academic Administration (see the Transient Policy) before taking any general education or cognate course at another regionally-accredited institution. Failure to have prior approval may result in earned credit not being accepted for transfer to ADU.

**Associate Degree Graduates**

Graduates of regionally-accredited Associate degree programs will be considered to have met the Associate degree general education and cognate requirements. Twenty-four (24) lower division credits will be transferred in from the AS degree into the RN to BSN Completion Option to ensure that students graduate with 127 credits. If 24 college-level credits cannot be found, additional elective courses will be required to make up the missing credits.

If the following courses or the equivalent were not included in the Associate degree, they must be completed prior to admission to the Bachelor of Science Completion degree option (see Pre-BSN section): a general computer course, CPTR 105; English Composition I, ENGL 101; English Composition II, ENGL 102; Survey of Inorganic Chemistry, CHEM 111 and Survey of Organic and Biochemistry, CHEM 112.

**Diploma Graduates**

For more information, please see the Bridge Requirements for the RN to BSN Completion Option section.
Community Clinical Activities

The RN-BSN Completion option includes clinical projects that are completed in community settings, as well as service learning projects. Students are responsible for investigating and meeting the clinical agency requirements to complete Service Learning and/or clinical projects in the community.

Progression

Students may progress in the Bachelor of Science in Nursing Completion option when they:

1. Maintain current licensure to practice as a registered nurse in their state of residence or practice. New or international graduates must be eligible to sit for the NCLEX-RN and must successfully take the NCLEX-RN by the end of the third trimester of enrollment or prior to registering for NRSG 496.
2. Earn a minimum grade of "C" (2.00) in each RN-BSN Completion option course and maintain a minimum RN-BSN Completion option nursing GPA of 2.50. Evaluation of the nursing GPA occurs when 20 RN-BSN Completion option nursing credits have been satisfied.
3. Earn a minimum grade of "C" (2.00) in each cognate and general education course.
4. Successfully repeat all courses in which the minimum grade of "C" (2.00) was not achieved. No more than two courses may be repeated, only one of which may be a nursing course. Courses may be repeated in the following combinations: one nursing course and one cognate course, one nursing course and one general education course, two cognate courses, 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 will be required. Additionally, students who attended Adventist University of Health Sciences (ADU) and left the University in good standing 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.

Completion

Adventist University of Health Sciences (ADU) will consider students for graduation and conferral of a Bachelor of Science Degree in Nursing when they have met the general requirements for graduation (see Graduation in Academic Information section) and when they:

1. Complete a minimum of 127 trimester hours of credit.¹
2. Complete the prescribed course of study for the degree with a minimum nursing GPA of 2.50 and a minimum cumulative GPA of 2.50 (see Curriculum in the RN-BSN Completion Option in the Nursing section).

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3. Achieve a minimum grade of "C" (2.00) in each nursing, cognate, and general education course.

4. Successfully complete a minimum of 36 college-level credits at ADU to satisfy the ADU Residency Policy.

5. Complete the service-learning requirement. Please refer to the *RN-BSN Completion Option Student Handbook Supplement* for more information.

1 This includes a maximum of 72 Associate degree nursing and general education credits.

Curriculum

The Bachelor of Science in Nursing Completion Option requires students to complete specific **cognate and general education requirements** to be considered for graduation and conferral of a Bachelor of Science degree in Nursing. Graduates of regionally-accredited Associate degree nursing programs will be considered to have met the Associate degree general education and cognate requirements. If *Survey of Inorganic Chemistry*, CHEM 111; *Survey of Organic and Biochemistry*, CHEM 112; *English Composition I*, ENGL 101; *English Composition II*, ENGL 102; or a computer course were not part of the Associate degree, they must be completed prior to registering for the first nursing course (NRSG prefix) in the RN-BSN Completion Option. Graduates of diploma or international programs will be evaluated individually.

Introduction to Microcomputers, CPTR 105, is required for all incoming RN-BSN nursing students as a prerequisite to NRSG 315. For students who completed an equivalent course, the five-year time limit will apply with regards to transfer of credit (please refer to the Transfer of Credit policy for math, science, and computer courses).

**Baccalaureate Degree Prerequisite Requirements**

- CHEM 111 - Survey of Inorganic Chemistry (3)
- CHEM 112 - Survey of Organic and Biochemistry (3)
- CPTR 105 - Introduction to Microcomputers (3)
- ENGL 101 - English Composition I (3)
- ENGL 102 - English Composition II (3)

Baccalaureate Degree Prerequisite Requirements: 15

**Baccalaureate Degree Cognate Requirements**

- PSYC 124 - General Psychology (3)
- SOCI 349 - Aging and Society (3)

Baccalaureate Degree Cognate Requirements: 6

**Baccalaureate Degree General Education Requirements**
• STAT 205 - Introduction to Applied Statistics (3)
• RELT 368 - World Religions for the Healthcare Professions (3) ¹ (Required)

• RELT 305 - Ethics for Nursing and Allied Health (3),
• or RELB 379 - Lessons on Living: Biblical Perspectives (3),
• or Any upper-level religion course

• HIST 174 - World Civilization I (3)

• HMNT 325 - Healing Words: The Literature of Healthcare (3) or
  A HMNT Humanities elective²

• HPER 125 - Health and Wellbeing (2)

Baccalaureate Degree General Education Requirements: 20

¹ A.S. Nursing students planning to continue into the B.S. Nursing Program should wait to take these Religion courses during the B.S. Nursing portion of the program. Six credits of upperlevel Religion are required, and these are the only courses of this type offered online. If these courses are taken during the A.S. Nursing portion of the program, they may not be used again in the B.S. Nursing degree.

² HMNT 325 Healing Words or any college-level humanities course will meet the humanities requirement for the Baccalaureate Degree General Education Requirements.

Bachelor of Science Completion Option Nursing Requirements

• NRSG 315 - Concepts of Professional Nursing for RNs (4)
• NRSG 336 - Pathopharmacology for RNs (4)
• NRSG 335 - Health Promotion and Assessment for RNs (3)
• NRSG 355 - Physical Assessment Validation for RNs (1)
• NRSG 365 - Nursing Informatics for RNs (2)
• NRSG 450 - Community Health: Individuals and Groups for RNs (3)
• NRSG 451 - Community Health Practicum for RNs (3)
• NRSG 475 - Introduction to Nursing Research for RNs (4)
• NRSG 480 - Leadership and Management in Nursing for RNs (3)
• NRSG 490 - Health Care: Policy and Access (2)
• NRSG 496 - Seminar in Nursing (4)

Bachelor of Science completion option Nursing requirements: 33

Required Graduation Credits
- NCLEX-RN Credit by Validation (32)
- BSN Prerequisites + ASN general education requirements or Phase I coursework (39)
- BSN Cognate and General Education Requirements (23)
- Bachelor of Science Nursing requirements (33)

Total Credits: 127

Suggested Program

Students should contact the Department of Nursing 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.

Nursing Courses

It is recommended that students complete the lower-level courses (300-level) before the upper-division (400-level) courses. Many nursing courses include theory and clinical projects. Total clock-hours of theory time and clinical projects are based on 55 minutes of classroom instruction per credit hour per 14 weeks (one trimester). Theory and clinical projects of each nursing course must be satisfactorily completed in order for course credit to be granted. Online nursing courses are designated by the NRSG course letters.
Department of Occupational Therapy

Occupational Therapy

Department Chair: Tia Hughes

OTA Program Director: Vicki Case
MOT Program Director: Tia Hughes

OTA Faculty: Keisha Burrington
MOT Faculty: Ron Carson, Chris Moghimi

OTA Academic Fieldwork Coordinator: Angela Sampson
MOT Academic Fieldwork Coordinator: Kim Gensolin

Clinical Faculty: Maria Rodriguez

Licensure and Accreditation

Occupational Therapy Assistant Program
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.

Master's of Occupational Therapy Program
The entry level Occupational Therapy Master’s Program at Adventist University of Health Sciences 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. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its Web address is www.acoteonline.org. Graduates of the program will be eligible to sit for the National Certification Examination for occupational therapists, administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination.

A background check is required for admission to the Occupational Therapy Master’s Program. The National Board for Certification in Occupational Therapy (NBCOT) and various state licensing agencies require
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 may 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/stretcher 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) assessments.
- 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 2.70 (on a 4.00 scale) or achieve a minimum admission GPA of 2.70 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 combined 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. 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. To be eligible for admission to the OTA program, the student must not violate the cognate repeat rule:

Violation Examples:

1. If a student has received lower than a grade of "C" twice on the same cognate course.
2. If a student has received lower than a grade of "C" on three different cognate courses.

This will include classes taken at other institutions prior to attending Adventist University. This policy does not have a time limit and will apply to all courses previously taken.

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 university. 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.

If invited, applicant will be required to attend (a face to face) interview on the ADU campus.

**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.

1Applicants 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 2.70 (on a 4.00 scale).

2SAT 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 2.70.
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 University 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 coursework. 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)

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 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 will have met all requirements for graduation from the OTA Program. Individual programs may vary. Taking courses out of sequence may prevent a student from progressing in the OTA Program and graduating. Students should contact the OTA Program for advisement and assistance in planning their individual 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)

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)
• OCTH 131 - Therapeutic Media and Technology (2)
• BIOL 125 - Concepts of Pathophysiology (3)
• PSYC 128 - Developmental Psychology (3)

Trimester Total: 13

Second Year - Fall

• 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)
- RELP 142 - Issues in Grieving and Loss (2)

Trimester Total: 12

Second Year - Spring

- OCTH 221 - Occupational Therapy in Pediatrics (4)
- OCTH 222 - Pediatric Occupational Therapy Practicum (1)
- OCTH 223 - Professional Issues in Occupational Therapy (3)
- HPER 123 - Fitness (1)
- RELE 205 - Introduction to Christian Ethics (2)
- MATH 120 - College Algebra (3)

Trimester Total: 14

Second Year - Summer

- OCTH 231 - Supervised Clinical Practice I (4) ¹
- OCTH 232 - Supervised Clinical Practice II (4) ¹
- OCTH 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.
Occupational Therapy, M.O.T.

Department Chair and Program Director: Tia Hughes

Faculty: Ron Carson, Chris Moghimi

Academic Fieldwork Coordinator: Kim Gensolin

Clinical Faculty: Milly Rodriguez

Mission Statement
The mission of the Occupational Therapy Program is supportive of the Adventist University of Health Sciences mission through the provision of quality educational experiences to prepare competent occupational therapy professionals who are able to use critical thinking skills to address effectively the healthcare needs of a diverse population and of the community. The program will provide experiences to develop a professional graduate who is able to reason critically, to use evidence-based resources, and to provide competent services in a caring and spiritual manner.

Licensure and Accreditation
For information regarding Adventist University of Health Sciences regional and church accreditation, see the General Information section of this Academic Catalog.

The entry level Occupational Therapy Master’s Program at Adventist University of Health Sciences 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. ACOTE’s telephone number c/o AOTA is (301) 652-AOTA and its Web address is www.acoteonline.org. Graduates of the program will be eligible to sit for the National Certification Examination for occupational therapists, administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination (https://secure.nbcot.org/data/schoolstats.aspx).

A background check is required for admission to the Occupational Therapy Master’s Program. 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 may 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 Student Handbook Supplement.
Program Description

The Master of Occupational Therapy program is designed to prepare competent, entry-level occupational therapy practitioners with skills in patient assessment and treatment intervention. The program is a 27-month course of continuous didactic and clinical experiences grounded in Christian principles, organized in a progressive manner, and built on a solid foundation in the arts and sciences.

Policies

The *Occupational Therapy Student Handbook Supplement* contains the program policies. By accepting enrollment as an occupational therapy student, each applicant agrees to abide by the policies as outlined in the *Supplement*.

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 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.

A background check is required for admission to the Occupational Therapy Program. 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 may 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 Student Handbook Supplement*.

Health Insurance

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

Mental and Physical Requirements

Applicants seeking admission to the Master’s degree in the Occupational Therapy Program must:

- Have sufficient hearing and vision to monitor and assess patient health needs, to monitor various equipment and background sounds, and to communicate by telephone.
- Be able to speak in a clear and concise manner.
- Have communication abilities sufficient to interact professionally with others in verbal and written form and have reading skills appropriate to understand patient charts, reports, and orders.
Possess the ability to lift 15 pounds independently and place objects of this weight at various levels, including floor level and overhead.

- Be able to lift patients to accomplish bed/chair/stretcher transfer.
- Stand and walk without difficulty and be able to push a gurney or wheelchair.
- Be able to stand and/or sit for an extended period of time.
- Be able to perform fine and gross motor skills with both hands.

- 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 critical thinking skills sufficient to think clearly and act appropriately in stressful situations.
- Possess interpersonal skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
- 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.
- Have mobility sufficient to move from room to room and maneuver in small spaces.
- Have tactile ability sufficient to perform palpation functions of physical examination and/or other functions related to therapeutic intervention.

**Admission Requirements**

Applicants for the Master of Occupational Therapy Program must:

1. Submit an application online through OTCAS.
2. Submit current official transcript from all undergraduate and/or graduate institutions attended. Transcripts will need to be submitted to OTCAS. Transcripts from institutions outside the United States must be evaluated by World Education Services (WES).
3. List any courses taken by College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) exam on your OTCAS application. Transcripts may need to be sent to OTCAS to verify these credits.
4. Obtain a minimum undergraduate cumulative grade point average of 3.00 on a 4.00 scale.
5. Submit evidence of a Bachelor’s degree from a regionally accredited institution to OTCAS.
6. Present the following undergraduate courses either as having been completed in the applicant’s undergraduate program or as taken post-baccalaureate but prior to admission to the MOT program:
   - English I & II
   - Human Anatomy and Physiology I & II (with labs)
   - Pathophysiology (Disease Conditions)
   - General Psychology
   - Developmental Psychology
   - Abnormal Psychology
   - Sociology or Anthropology
   - Public speaking
- College Algebra
- Statistics
- Medical Terminology
- One of the following four-credit courses (including lab):
  - General Biology
  - Physics
  - Chemistry

7. Submit three recommendation forms using OTCAS.
8. Submit a personal essay using OTCAS. Your personal essay should address why you selected OT as a career and how an Occupational Therapy degree relates to your immediate and long-term professional goals. Describe how your personal, educational, and professional background will help you achieve your goals.
9. Submit a supplemental essay to ADU that includes your reasons for choosing to attend a faith-based institution and reasons you have specifically chosen ADU.
10. Submit a supplemental application fee of $50 to ADU
11. Submit an official copy of the Graduate Record Examination (GRE) taken within the last 5 years to ADU. A competitive score for the GRE is 300 or above (900 or above if taken before 2011). A competitive score on the writing section is 3.5.
12. Submit a resume to ADU listing professional and educational activities.
13. 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).

If invited, applicant will be required to attend a face-to-face interview on the ADU campus.

Note: Due to the competitive nature of the admission process, applicants should understand that meeting the minimum standards does not guarantee admission to the program. Also, applicants will be screened, and the most qualified individuals will be invited for an interview. Students will be given preferential consideration for admissions to our degree program when they have successfully completed 12 college-level hours at ADU.

If accepted to an on-campus professional program, the student is expected to pay a nonrefundable deposit of $500 to reserve his or her place in the program. The applicant’s acceptance letter will contain a 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.
Reapplication Process

Applicants who are not admitted to the Master’s in Occupational Therapy program during a specific admission cycle may reapply to the program for the next admission cycle as long as they have successfully met the minimum admission requirements. Reapplicants are expected to meet the published admission deadlines by submitting the following additional information to the Office of Enrollment Services.

1. Contact the OT Program Department Chair to discuss if reapplying to the program is possible.
2. Submit an application online with a non-refundable $50 reactivation fee.
3. Updated official transcripts from any accredited institutions attended since the original application was submitted.

Progression

As the Master’s of Occupational Therapy Program is a "block program," 27-month, continuous course of study, students will be deemed making continuous satisfactory progress toward a Master’s degree when they:

1. Complete all scheduled professional and cognate courses with a grade of B (3.00) or better on a 4.00 grade point scale.

Completion

Adventist University of Health Sciences will consider students for graduation with a Master’s of Occupational Therapy degree and for eligibility for the NBCOT certification examination in Occupational Therapy when they have:

1. Met the general requirements for the Master’s of Occupational Therapy degree.
2. Completed all required courses in the Master’s of Occupational Therapy curriculum with grades of "B" (3.00) or better.
3. Completed all required courses in the Master’s of Occupational Therapy curriculum within 50 months of their acceptance into the program.
4. Completed an acceptable Capstone Project.
5. Participated in the University's Graduate Colloquium Program as instructed by the Department.

Readmission Policy

Students are considered for readmission to the Occupational Therapy Program when they meet admission requirements and:

1. Submit a re-application form to the Occupational Therapy Program no later than May 1 for re-entry in the Fall trimester, August 1 for re-entry in the Spring trimester, and January 1 for re-entry in the Summer trimester.
2. Have a graduate program GPA of 3.00.
3. Present annual verification of tuberculosis screening and maintain current professional CPR certification and health insurance.
4. Present official transcripts from any institutions attended while out of the program. If a lapse of time greater than two years (24 months) occurs in a student's program of study, prior ADU OT credits will not be accepted. Students who do not progress with their class cannot be assured of placement in their choice of subsequent classes. Readmission is subject to available space. Any department requirements set at the student's departure from the program must also be met before the student may return. Students will be readmitted under current program policies.

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. 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 Adventist University campus.

Level II Fieldwork: must be completed within 18 months following completion of academic preparation. Completion of degree requirements shall not exceed 50 months.

Students who withdraw or drop a Level II Fieldwork course must re-apply to the OT program in order to be considered for readmission.

Reliable Transportation: Students are responsible for their own transportation to fieldwork and field trip sites.

Additional Costs: Students are responsible for additional fees that are required for Level I and Level II Fieldwork rotations (e.g. additional background checks, drug screening, uniforms).

Curriculum

Graduation is dependent upon the successful completion of the following courses:

Cognate Requirements

- BIOL 515 - Gross Musculoskeletal Anatomy for the OT (4)
- HTSC 640 - Cultural and Ethical Considerations in Healthcare (3)
- RELP 510 - Spirituality, Health, and Wholeness (3)

Occupational Therapy Requirements

- OCTH 508 - Matthew 25 (1)
- OCTH 510 - Occupational Therapy: Foundations of a Profession (3)
- OCTH 512 - Research I: Evidenced-Based Practice (3)
- OCTH 516 - Occupation: An Essential for Life (2)
- OCTH 520 - Applied Kinesiology (3)
- OCTH 525 - Wellness Across the Lifespan (2)
- OCTH 527 - Fieldwork IA (1)
- OCTH 528 - Matthew 25 (1)
- OCTH 530 - Mental Health Practice (3)
- OCTH 535 - Neuroscience Applications for OT (3)
- OCTH 540 - Applied Clinical Skills (3)
- OCTH 547 - Fieldwork IB (1)
- OCTH 558 - Matthew 25 (1)
- OCTH 560 - Community Outreach (3)
- OCTH 565 - Assistive Technologies (3)
- OCTH 570 - Geriatric Practice (3)
- OCTH 575 - Research II - Research Design (2)
- OCTH 577 - Fieldwork IC (1)
- OCTH 605 - Analysis of Occupational Performance (1)
- OCTH 610 - Pediatric Practice (3)
- OCTH 615 - Physical Disabilities Practice (3)
- OCTH 620 - Physical Agent Modalities and Orthoses (3)
- OCTH 625 - Applied Research III - Data Compilation (2)
- OCTH 627 - Fieldwork ID - Adults (1)
- OCTH 631 - Specialty Practice Areas (3)
- OCTH 636 - Pediatric Practice: School Systems (2)
- OCTH 641 - OT Leadership (3)
- OCTH 667 - Fieldwork IE - Peds/School Systems (1)
- OCTH 670 - Professional Seminar (1)
- OCTH 677 - Fieldwork IIA (6)

Students in full-time fieldwork or clinicals are considered to have full-time status by the University.

- OCTH 680 - Research IV - Dissemination (1)
- OCTH 687 - Fieldwork IIB (6)

Students in full-time fieldwork or clinicals are considered to have full-time status by the University.

Program Sequence

Year I - Fall Trimester

- OCTH 510 - Occupational Therapy: Foundations of a Profession (3)
- OCTH 516 - Occupation: An Essential for Life (2)
- OCTH 525 - Wellness Across the Lifespan (2)
- BIOL 515 - Gross Musculoskeletal Anatomy for the OT (4)
- OCTH 520 - Applied Kinesiology (3)
- OCTH 527 - Fieldwork IA (1)
- OCTH 508 - Matthew 25 (1)

Total: 16 Credit Hours

Year I - Spring Trimester

- OCTH 530 - Mental Health Practice (3)
• OCTH 535 - Neuroscience Applications for OT (3)
• OCTH 540 - Applied Clinical Skills (3)
• OCTH 512 - Research I: Evidenced-Based Practice (3)
• OCTH 528 - Matthew 25 (1)
• OCTH 547 - Fieldwork IB (1)
Total: 14 Credit Hours

Year I - Summer Trimester

• OCTH 560 - Community Outreach (3)
• OCTH 570 - Geriatric Practice (3)
• OCTH 565 - Assistive Technologies (3)
• RELP 510 - Spirituality, Health, and Wholeness (3)
• OCTH 575 - Research II - Research Design (2)
• OCTH 558 - Matthew 25 (1)
• OCTH 577 - Fieldwork IC (1)
Total: 16 Credit Hours

Year II - Fall Trimester

• OCTH 610 - Pediatric Practice (3)
• OCTH 615 - Physical Disabilities Practice (3)
• OCTH 620 - Physical Agent Modalities and Orthoses (3)
• OCTH 625 - Applied Research III - Data Compilation (2)
• OCTH 627 - Fieldwork ID - Adults (1)
• OCTH 605 - Analysis of Occupational Performance (1)
Total: 13 Credit Hours

Year II - Spring Trimester

• OCTH 631 - Specialty Practice Areas (3)
• OCTH 636 - Pediatric Practice: School Systems (2)
• OCTH 641 - OT Leadership (3)
• HTSC 640 - Cultural and Ethical Considerations in Healthcare (3)
• OCTH 667 - Fieldwork IE - Peds/School Systems (1)
Total: 13 Credit Hours

Year II - Summer Trimester

• OCTH 670 - Professional Seminar (1)
• OCTH 677 - Fieldwork IIA (6)
Total: 7 Credit Hours

Year III - Fall Trimester

- OCTH 680 - Research IV - Dissemination (1)
- OCTH 687 - Fieldwork IIB (6)

Total: 7 Credit Hours

Total Program Hours: 86
Radiologic Sciences

Department Chair/Program Director & Coordinator: Genese Gibson

A.S. Clinical Coordinator: Leanna Neubrander

Faculty: Jerry Donohoe, Lorrie Teeter, Leslie Whalley, Maggie Conner


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 A.S. Radiography Program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182, (312) 704-5300, fax (312) 704-5304. The program follows the standards for an Accredited Educational Program in Radiography. These standards are available for review at www.jrcert.org.
Nuclear Medicine Technology, B.S.

Nuclear Medicine Technology

Program Director: Joseph Hawkins

Faculty: Elizabeth Duncan

Adjunct Faculty: Hakan Beden, Art Bowman, Megan Chesnut, Blake Fenimore, Michelle Gibson, Jose Gonzalez-Blanco, Madeline Howard, Russell Jack, Heather Kawala, Ryan Kazmierczak, Jason Mulder, Hiral Patel, Mary Reynolds, Gayle Sibat, 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: mail@jrcnmt.org.

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 (certifications completed through on-line offerings are NOT acceptable).
• Successful annual completion of mask FIT test, as administered by the program or obtained independently.

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/stretch 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. Online 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 Catalog.

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 101C - Anatomy and Physiology I and Lab (4)
- BIOL 102C - Anatomy and Physiology II and Lab (4)
- 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 101C - Anatomy and Physiology I and Lab (4)
- MATH 120 - College Algebra (3)
- ENGL 101 - English Composition I (3)
- RELP 103 - Philosophy of Healthcare (3)

Trimester Total: 13

Spring

- BIOL 102C - Anatomy and Physiology II and Lab (4)
- 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 student radiographers in the imaging of body structures and organs. These procedures utilize some of the most sophisticated technology in modern medical practice.

Policies

The A.S. Radiography Program Manual 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. Successful annual completion of mask FIT test, as administered by the program or obtained independently.

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 A.S. Radiography Program Manual.

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/stretcher 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](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. Online 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.

\(^1\)Students earning a "C-" (1.70) or below in a radiography course will be removed from the program.
Reaplication to the program does not guarantee readmission.

Students 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 Catalog.

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 A.S. Radiography Program Manual 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)
• 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 online-learning environment.

Program Description

The Bachelor of Science in Radiologic Sciences degree provides quality instruction and academic guidance through a multidimensional online-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 Pearson-Embanet in the delivery of an online 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 the General Information section of the Academic Catalog).

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.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

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) 
• PHYS 121 - Survey of Physics (4)

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.

<table>
<thead>
<tr>
<th>Completed coursework</th>
<th>27</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit by validation</td>
<td>37</td>
</tr>
<tr>
<td><strong>Total hours in Bridge Program</strong></td>
<td><strong>64</strong></td>
</tr>
</tbody>
</table>

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 non-refundable $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/or a JRCERT accredited program.

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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.

As a result of state regulations that restrict online education, Adventist University of Health Sciences is not permitted to offer online courses in the following states: Indiana, Iowa, Massachusetts, Minnesota, and Wisconsin. Please contact the office of higher education in your state for more details.

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 Catalog) 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 101C - Anatomy and Physiology I and Lab (4)
- BIOL 102C - Anatomy and Physiology II and Lab (4)
- MATH 120 - College Algebra (3)
- PSYC 124 - General Psychology (3)
- CPTR 105 - Introduction to Microcomputers (3)
- PHYS 121 - Survey of Physics (4)

Total Cognates Requirements: 27

1 Students with an A.S. degree are considered to have met these cognate requirements.

Baccalaureate Degree General Education Requirements

- HTSC 343 - Legal Aspects of Healthcare (3)
- HTCA 354 - Leadership and Organizational Behavior (3)
- MKTG 385 - Marketing and Healthcare (3)
- FNCE 388 - Components of Healthcare Financial Management (3)

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• BIOL 144C - Sectional Anatomy (3)
• RELT 368 - World Religions for the Healthcare Professions (3) ¹
• RELB 379 - Lessons on Living: Biblical Perspectives (3)
• STAT 205 - Introduction to Applied Statistics (3)
• ENGL 250 - Technical Writing (3)

Total General Education Requirements: 27

¹ If RELT 368 *World Religions for the Health Professions* was completed as part of an A.S. degree from ADU, RELE 305 *Ethics for Nursing and Allied Health* must be taken to complete B.S. religion requirement.

Baccalaureate Degree Radiologic Science Requirements

• RADS 300 - Principles of Quality Management (3)
• IMAG 400 - Management Principles for Imaging Professionals (3)
• IMAG 494 - Issues and Trends in the Healthcare Arena I (3)
• IMAG 495 - Issues and Trends in the Healthcare Arena II (3)
• IMAG 485 - Medical Imaging in the Digital Environment (3)
• IMAG 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

• RADS 322 - Principles of Mammography (3)
• RADS 371 - Physics and Instrumentation of Computed Tomography (3)
• RADS 372 - Computed Tomography Imaging Procedures (3)
• RADS 381 - Physics and Instrumentation of MRI (3)
• RADS 382 - MRI Imaging Procedures (3)

Total Radiologic Science Requirements: 15
Computed Tomography Track Requirements

- RADS 371 - Physics and Instrumentation of Computed Tomography (3)
- RADS 372 - Computed Tomography Imaging Procedures (3)
- RADS 373 - Computed Tomography Pathology and Case Studies (3)
- RADS 420 - Advanced Procedures and Technology in CT (3)
- RADS 425 - Computed Tomography Registry Review (3)

Total Radiologic Science Requirements: 15

Magnetic Resonance Imaging Track Requirements

- RADS 381 - Physics and Instrumentation of MRI (3)
- RADS 382 - MRI Imaging Procedures (3)
- RADS 383 - MRI Pathology and Case Studies (3)
- RADS 430 - Advanced Procedures and Technology in MRI (3)
- RADS 435 - MRI Registry Review (3)

Total Radiologic Science Requirements: 15

Vascular Interventional Track Requirements*

- ANGI 320 - Angiographic Procedures I (3)
- ANGI 360 - Angiographic Procedures II (3)
- ANGI 330 - Clinical Education I (3)
- ANGI 340 - Clinical Education II (3)
- ANGI 420 - Vascular Interventional Review (3)

Total Radiologic Science Requirements: 15

*The Vascular Interventional Track is only available to graduates of ADU's AS Radiography program who are in the Central Florida area. Additional immunization and background check requirements are required. Limited enrollment.
**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.

**Vascular Interventional (VI) Radiography Certificate Program - Online**

**General Description**

This program allows certified radiographers, who have graduated from a regionally accredited program, to acquire additional education and experience in angiography. Successful completion of the program prepares students for certification as Vascular Interventional Radiographers and entry level positions in angiography.

**Criteria for Admission**

1. Overall GPA of 2.5 or greater in all previous college coursework.
2. The applicant must have graduated from an accredited program approved by the JRCERT and have passed the ARRT certificate exam.
3. Submit two letters of recommendation from previous work supervisors or instructors.
4. Submit an essay explaining your interest in the certificate program and your reasons for selecting ADU.
5. Clinical placement is not guaranteed on admission to the program. Clinical placements require acceptance by the affiliated medical facility after an interview, criminal background check and review of applicant qualifications by each medical facility affiliate. Students are required to spend a specified number of hours a week (specific to clinical education course - see below) in order to satisfactorily pass all clinical competencies identified for each assigned internship.

**Program Objectives**

- Provide continuing education for licensed Radiologic Technology Professionals (RTs) at the university level.
• Provide access for professionals to use their mandated continuing education requirements to complete a certificate program.

• Provide advanced Radiologic Technology imaging education to promote excellence in the health care environment.

• Provide advanced imaging course work in computer applications, angiographic imaging, physics and cross-sectional anatomy.

• Provide advanced clinical internships through placements at the Radiologic Sciences program's affiliate medical centers.

• Prepare the student for new employment in the angiographic imaging field or adds these responsibilities to current employment.

• Prepare and qualify the student to sit for the national advanced imaging vascular interventional certification examination.

Suggested Program/Curriculum
A student who successfully follows the sequence below will complete the curricular requirements:

**Program Prerequisites**
BIOL 144, *Sectional Anatomy* (3 cr.)

**Angiography**

<table>
<thead>
<tr>
<th>Course</th>
<th>Summer</th>
<th>Fall</th>
<th>Spring</th>
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</thead>
<tbody>
<tr>
<td>IMAG 485 <em>Medical Imaging in the Digital Environment</em></td>
<td></td>
<td>3</td>
<td></td>
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<tr>
<td>ANGI 320 <em>Angiographic Procedures I</em></td>
<td>3</td>
<td></td>
<td></td>
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<tr>
<td>ANGI 360 <em>Angiographic Procedures II</em></td>
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<td>3</td>
<td></td>
</tr>
<tr>
<td>ANGI 330 <em>Clinical Education I</em></td>
<td>3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANGI 340 <em>Clinical Education II</em></td>
<td></td>
<td></td>
<td>3</td>
</tr>
<tr>
<td>ANGI 420 <em>Vascular Interventional Review</em></td>
<td></td>
<td></td>
<td>3</td>
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</tbody>
</table>
Graduate Department of Healthcare Administration

Healthcare Administration

Department Chair: Benita David
Faculty: Radhames Lizardo

Mission Statement
Consistent with the mission of the University, the Master of Health Administration (MHA) program at Adventist University of Health Sciences provides a Christian environment which instills students with a desire to embrace healthcare leadership as a ministry while focusing on management skills, self-development, critical thinking, and life-long learning.

Licensure and Accreditation
For information regarding Adventist University of Health Sciences’ regional and church accreditation, see General Information section of this Academic Catalog.

Healthcare Administration, E.M.H.A.

Program Description
The Executive Master of Healthcare Administration Program (EMHA) is designed for healthcare professionals seeking to advance their management and leadership capabilities. Students may work full time while completing coursework.

The EMHA is a two-year program that develops leaders who possess the values, knowledge, and skills needed to work in a highly-competitive, market-driven environment. Students will learn about the management of healthcare from experienced administrators. They will also learn to conceptualize, analyze, and apply vital concepts when dealing with multifaceted healthcare administrative issues.

Criteria for Admission
1. Employment experience in Healthcare
2. Preferred two years’ experience in management including budgeting and HR
3. Completed program pre-requisites

Program Pre-requisites
- Accounting (I or II)
- Finance
- Economics (Macro or Micro)
- Preferred two years’ experience in management including budgeting and HR
Suggested Program/Curriculum

A student who successfully follows the sequence below will complete the curricular requirements in 2 years:

**EMHA Curriculum**

**Year 1**

**Fall 1 | 8 Credits**
- STAT 515 - Scientific Inquiry and Research (3)
- HTCA 564 - Executive Leadership in Healthcare (3)
- RELT 510 - Identity and Mission in Faith-Based Healthcare (2)

**Spring 1 | 9 Credits**
- ACCT 530 - Advanced Managerial Accounting (3)
- HTCA 643 - Ethical and Legal Issues in Healthcare (3)
- HTCA 623 - Healthcare Systems and Governance (3)

**Summer 1 | 9 Credits**
- FNCE 531 - Advanced Managerial Finance (3)
- HTCA 595 - Human Resources Strategy and Organizational Behavior (3)
- MKTG 520 - Marketing and Planning in Healthcare (3)

**Year 2**

**Fall 2 | 9 Credits**
- HTCA 605 - Health Insurance, Managed Care and Reimbursement (3)
- HTCA 640 - Managerial Epidemiology (3)
- ECON 560 - Advanced Economics of Healthcare (3)

**Spring 2 | 9 Credits**
- HTCA 663 - Global Healthcare Policy and Politics (3)
- HTCA 635 - Quality Management and Patient Safety (3)
- HTCA 513 - Information Systems and Healthcare Informatics (3)

**Summer 2 | 4 Credits**
- HTCA 685 - Executive Strategic Planning and Management (3)
- RELP 610 - Role Fidelity and the Exercise of Power (1)
Healthcare Administration, M.H.A

Program Description
The Master of Healthcare Administration is a two-year program that develops leaders who possess the values, knowledge, and skills needed to work in a highly-competitive, market-driven environment. Students will learn about the management of healthcare from experienced administrators. They will also learn to conceptualize, analyze, and apply vital concepts when dealing with multifaceted healthcare administrative issues. All classes are offered in the evening and one Sunday per course to accommodate the working professional.

Policies
Applicants with fewer than two years of experience in healthcare, and who are admitted to the program, will be required to complete a three-credit residency during the final trimester of the program.

Mental and Physical Requirements
Applicants seeking admission to the Master's degree in the Healthcare Administration program must:

- Be able to speak in a clear and concise manner.
- Have communication abilities sufficient to interact professionally with others in verbal and written form.
- Possess critical thinking skills sufficient to think clearly and act appropriately in stressful situations.
- Possess interpersonal skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

Admission Requirements
Applicants to the Healthcare Administration program must:

1. Submit an application online and nonrefundable $50 application fee.
2. Present evidence of a Bachelor's degree from a regionally accredited institution.
3. Present current official transcripts from all undergraduate and/or graduate institutions attended. Admission GPAs will be calculated based on credits and grades from regionally accredited institutions only. Transcripts must be mailed or delivered electronically to the Office of Enrollment Services from each institution attended. Transcripts will be considered official only when received directly from the institution and not hand-delivered by the applicant or faxed by the institution attended. 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 (WES). This is the only company from which we accept transcript evaluations.
4. Present official transcripts for each College Level Examination Program (CLEP), Advanced Placement (AP), and/or International Baccalaureate (IB) examination taken 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.

5. Present a minimum undergraduate cumulative grade point average of 3.00 on a 4.00 scale.

6. Submit the MHA Prerequisite Eligibility Form.

7. Present an updated résumé. Two years of professional experience in healthcare are preferred. Applicants with fewer than two years of experience in healthcare and who are admitted to the program will be required to complete a three-credit residency during the final trimester of the program.

8. Provide an essay or goal statement outlining career goals, reasons for choosing to attend a faith-based institution, and reasons for specifically choosing Adventist University of Health Sciences.

9. Provide three recommendations using ADU Recommendation Forms. Two recommendations should be from professional references and one from an academic reference.

10. Present the following undergraduate courses either as having been completed in the applicant’s undergraduate program or taken post-baccalaureate but prior to admission to the MHA program:
    a. Accounting I
    b. Finance
    c. Microeconomics
    d. Macroeconomics

11. Successfully complete the personal interview process. (See below.) Applicants are reminded that, due to the competitive nature of the admission process, meeting the minimum standards for admission does not guarantee admission to the program. After the initial screening of the applications, some applicants will be invited to campus for a personal interview (see requirement above).

Each applicant accepted to an on-campus professional program is expected to pay a nonrefundable deposit of $500 to reserve his or her place in the program. The applicant’s acceptance letter will contain a deposit amount and a 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.

Note: Competency in computer skills is assumed.

Reapplication Process

Applicants who are not admitted to the Master’s in Healthcare Administration program during a specific admission cycle may reapply to the program for the next admission cycle as long as they have successfully met the minimum admission requirements. Reapplicants are expected to meet the published admission deadlines by submitting the following additional information to the Office of Enrollment Services.

1. Submit an application online with a non-refundable $50 reactivation fee.
2. Updated official transcripts from any accredited institutions attended since the original application was submitted.
3. Provide an updated resume.

Progression

In the MHA Program, students will be deemed to be making continuous satisfactory progress toward the MHA degree when they:

1. Complete all scheduled courses with a grade of 'B' or better. One course with a grade of 'C' is permitted.
2. Maintain a cumulative grade point average of 3.00, on a 4.00 scale, or better in all program coursework.

Completion

Adventist University of Health Sciences will consider students for graduation with a Master's in Healthcare Administration when they have:

1. Met the general requirements for the Master's in Healthcare Administration degree.
2. Completed all required courses in the Master's in Healthcare Administration curriculum with grades of "B-" (2.70) or better.
3. Completed all required courses in the Master's in Healthcare Administration curriculum within 72 months of their acceptance into the program.
4. Completed an acceptable Capstone Project.
5. Completed internship if required.

Curriculum

- ACCT 520 - Managerial Accounting for Healthcare (3)
- ECON 550 - Economics of Healthcare (3)
- FNCE 521 - Healthcare Financial Management (3)
- HTCA 554 - Leadership and Organizational Behavior (3)
- HTCA 503 - Information Systems Management for Healthcare (3)
- HTCA 640 - Managerial Epidemiology (3)
- HTCA 630 - Quality Management and Patient Safety (3)
- HTCA 605 - Health Insurance, Managed Care and Reimbursement (3)
- HTCA 613 - Healthcare Systems and Operations Management (3)
- HTCA 680 - Strategic Planning and Management (3)
- HTCA 543 - Ethical and Legal Issues in Healthcare (3)
- HTCA 653 - Healthcare Policy and Politics (3)
- HTCA 690 - Healthcare Administration Capstone (3)
- HTCA 695 - Residency (3)
- HTCA 585 - Human Resources Management (3)
- MKTG 520 - Marketing and Planning in Healthcare (3)
- RELT 610 - Role Fidelity and the Exercise of Power (1)
- STAT 515 - Scientific Inquiry and Research (3)
- RELT 510 - Identity and Mission in Faith-Based Healthcare (2)

Note:

*Classes meet in the evenings, plus one Sunday per 7-week course.*

Program Sequence

Year 1 - Trimester 1

- HTCA 554 - Leadership and Organizational Behavior (3)
- RELT 510 - Identity and Mission in Faith-Based Healthcare (2)
- STAT 515 - Scientific Inquiry and Research (3)

Total: 8 Credit Hours

Year 1 - Trimester 2

- ACCT 520 - Managerial Accounting for Healthcare (3)
- HTCA 543 - Ethical and Legal Issues in Healthcare (3)
- HTCA 613 - Healthcare Systems and Operations Management (3)

Total: 9 Credit Hours

Year 1 - Trimester 3

- FNCE 521 - Healthcare Financial Management (3)
- HTCA 605 - Health Insurance, Managed Care and Reimbursement (3)
- MKTG 520 - Marketing and Planning in Healthcare (3)

Total: 9 Credit Hours

Year 2 - Trimester 4

- HTCA 585 - Human Resources Management (3)
- HTCA 640 - Managerial Epidemiology (3)
- ECON 550 - Economics of Healthcare (3)

Total: 9 Credit Hours

Year 2 - Trimester 5

- HTCA 503 - Information Systems Management for Healthcare (3)
- HTCA 653 - Healthcare Policy and Politics (3)
- HTCA 630 - Quality Management and Patient Safety (3)

Total: 9 Credit Hours

Year 2 - Trimester 6

- RELT 610 - Role Fidelity and the Exercise of Power (1)
- HTCA 680 - Strategic Planning and Management (3)
- HTCA 690 - Healthcare Administration Capstone (3)
- HTCA 695 - Residency (3) \(^1\)

Total: 7-10 Credit Hours

\(^1\)Required for those without two+ years of healthcare administration experience.

**Healthcare Administration, Non-Degree EMHA**

Please contact the Health Administration Department to confirm availability of the course(s) for the term of interest. **Please note that students in non-degree seeking status are NOT eligible for federal financial aid or any financial assistance offered by Adventist University of Health Sciences.**
Admission

1. A completed ADU Application (apply on-line). The name on your application must match your name as it appears on your government issued ID.

2. A nonrefundable application fee of $50.

3. Present evidence of a Bachelor’s degree from a regionally accredited institution, with a minimum cumulative GPA of 3.00 in a 4.00 scale and official transcripts for all colleges or universities attended.

4. Please refer to the department's website for application deadline.

Progression

- No more than 12 credit hours earned as a Graduate Non-Degree Seeking Student can be transferred into the degree program.
- Students must earn a B or higher in all non-degree coursework attempted to remain eligible to register for subsequent semesters.
- Students with non-degree status must apply and be admitted to a degree-seeking program in order to complete a graduate degree.

Non-degree students are subject to the same regulation and restrictions the University or department has in place for all other graduate students. Please note that enrollment in a course as a non-degree student does not guarantee acceptance into a desired graduate program.
Graduate Department of Nurse Anesthesia

Nurse Anesthesia

Department Chair: Alescia L. DeVasher Bethea

Faculty: Manuel Tolosa, Steven Fowler

Mission Statement
In congruence with, and in addition to, the stated mission of Adventist University of Health Sciences, the mission of the Nurse Anesthesia Program is to:

- Prepare graduates for nursing anesthesia practice in culturally diverse populations in a variety of practice settings.
- Maintain a quality program which meets accreditation standards.
- Prepare graduates to attain certification in nurse anesthesia.
- Promote professional socialization.
- Help graduates integrate research findings into their practice.
- Develop leaders who will practice healthcare as ministry.
- Provide a foundation for doctoral study.

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 the General Information section of the Academic Catalog).

The Nurse Anesthesia Program is accredited by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA), 222 South Prospect Avenue, Park Ridge, Illinois 60068; phone: (847) 655-1160. The COA website is: http://home.coa.us.com/accredited-programs/Pages/default.aspx. The program's next review by the COA is scheduled for May 2019. The COA is a specialized accrediting body recognized by the Council on Higher Education Accreditation (CHEA) and the U.S. Department of Education.
Nurse Anesthesia, M.S.

- Curriculum

Program Description

The Nurse Anesthesia Program (NAP) consists of 80 graduate semester hours, leading to the Master of Science in Nurse Anesthesia (MSNA) degree. The curriculum integrates health sciences with nursing sciences to prepare students as advanced practitioners in nurse anesthesia who can integrate research findings into their practice. Students are prepared to assume leadership roles in anesthesia and provide anesthesia care to patients in a variety of settings including medically underserved areas. Graduates are eligible for certification as Certified Registered Nurse Anesthetists (CRNAs) and state licensure as Advanced Practice Registered Nurses (APRNs), where required.

The NAP is a 28-month course of continuous study. Students do not follow the traditional trimester format upon entering the anesthesia practicum sessions of the curriculum. To provide students with necessary clinical hours to accomplish course and clinical objectives and comply with the required numbers and types of anesthesia cases by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA), each practicum session is continuous with the next session (block format), without traditional academic / semester breaks, with vacation and holidays appropriately dispersed to and scheduled with students on an individual basis, throughout the remainder of the program. The program is planned so that academic credit is allotted for clinical experience time that includes clinical conferences. Dates for registration, dropping courses without penalty, and student health requirements are contained in the ADU Academic Catalog or NAP Student Handbook Supplement.

Policies

The policies and procedures for the Master of Science in Nurse Anesthesia (MSNA) degree are contained in the NAP Student Handbook Supplement. By accepting admission as a student in the NAP, each applicant agrees to abide by the policies as outlined in the NAP Student Handbook Supplement. The policies which are most pertinent to applicants are also included here.

Health Insurance

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

Transfer of Graduate Credit

No transfer credit from other institutions will be accepted toward the graduate program of study in nurse anesthesia. Additionally, no auditing of graduate coursework is permitted.
Program Transfer

No transfer credit from other institutions will be accepted toward the graduate program of study in nurse anesthesia. Therefore, individuals who have previously been enrolled in another regionally accredited and COA-accredited nurse anesthesia educational program may be considered for initial application to the ADU NAP, but will not be considered for transfer admission. Applicants desiring admission to the ADU NAP must meet admission requirements published in the current ADU Academic Catalog, to include the pre-admission interview during the routine annual applicant interview cycle.

Non-Discriminatory Policy

The nurse anesthesia program treats all individuals, including applicants, without regard to race, color, religion, age, gender, national origin, marital status, disability, sexual orientation, or any factor protected by law.

Academic Integrity

Nurse anesthesia students are to adhere to the ADU policy on academic integrity. Students are expected to exhibit high levels of integrity in all activities. ADU reserves the right to deny admission to or remove students from the University or any academic program if they have a record of misconduct or demonstrate behavior that would jeopardize their professional performance. Students are responsible for being familiar with this policy and abiding by it.

Computer Requirements

At their own cost, students are required to purchase a laptop computer that supports internet access, e-mail capabilities, Microsoft Office (Word, PowerPoint, Excel) and Adobe Acrobat, and complies with the required ADU specifications. Course syllabi, schedules, clinical assignments, and other important course materials will be housed in the Canvas learning platform and sent electronically. The laptop must contain required software and an Ethernet card so that students may obtain access to the internet (and hence, email communications from the NAP, Canvas learning platform, Horizon Wimba, and Typhon records) while away from the main campus. Additionally, students will be issued and charged for a software bundle that includes Virtual Anesthesia Machine (UF) and Procedures Consult (Elsevier). The content and cost of the software bundle is subject to change, and the cost is the responsibility of the student.

Checking ADU email and electronic communications and announcements, at least daily, is the student's responsibility. Students should immediately report problems with their laptop, student email account, Canvas learning platform, ExamSoft testing software, Wimba, or Typhon record-keeping system to the NAP.

Students must bring their laptops to all didactic classes, as instructional units such as quizzes, tests, and class activities require computer access. It is the student's responsibility to know how to operate and to maintain his/her computer in functioning order. Test, quiz, or assignment schedules and scores will not be adjusted due to computers not brought to the class site or maintained in working condition.
Working Outside of the Program

Students must be prepared to devote full-time energies to their nurse anesthesia studies. Personal responsibilities must be managed to minimize distractions and stress so that the student may concentrate on the demanding responsibilities in the NAP. Part-time work as an RN is extremely difficult to maintain while attempting to meet the demands of the program. Thus, students are strongly discouraged from seeking outside employment. If a student chooses to work, he or she may work only as long as:

- The student's academic and clinical performance is satisfactory, and
- The student is not employed during the 10 hours prior to any class or clinical assignment.

Admission Requirements

An applicant's file should be complete and contain the official required documents by the March 1 deadline to be eligible for consideration for an invitation to interview for a position in the cohort to begin the program in January of the following year. Completed application files are reviewed by the NAP Admission Committee, which then extends invitations for an interview to the most qualified individuals. Due to the competitive nature of the NAP admission process, applicants should understand that submitting a complete file or meeting the minimum admission requirements does not guarantee an invitation to interview or acceptance/admission to the NAP.

Initial Nurse Anesthesia Application

Prior to an admission interview, applicants to the Nurse Anesthesia Program (NAP) must:

1. Submit an application online and the non-refundable $100 application fee, which is only applicable for the annual application cycle in which it is submitted.
2. Submit a current, unrestricted license to practice as a professional registered nurse issued through one of the states of the United States. If that RN license is not issued through Florida, the applicant must be eligible for Florida registered nurse licensure.
3. Submit evidence of a Bachelor of Science degree in Nursing or a Bachelor's degree in another appropriate related major from a regionally accredited institution. (If an applicant is currently enrolled at a regionally accredited institution and is scheduled to complete a Bachelor's degree prior to the anticipated enrollment at ADU's NAP, he or she must provide a current transcript prior to an admission interview, and then provide a final official transcript upon completion of the Bachelor's degree and prior to enrollment.)
4. Submit current official transcripts from all undergraduate and/or graduate institutions attended, in accordance with the guidelines in the current ADU Academic Catalog. Admission GPAs will be calculated based on credits and grades from regionally accredited institutions only. Failure to disclose all colleges or universities previously attended could result in denial or dismissal. Additionally, transcripts from institutions outside the United States must be evaluated by World Education Services (WES), which is the only ADU-approved foreign credential evaluation company (refer to ADU Academic Catalog). (If an applicant is currently enrolled in any course at a regionally accredited institution at which he or she has previously taken any other courses, he or she must
provide an updated transcript prior to an admission interview and then provide an official transcript upon completion of the course and prior to enrollment.)

5. Present a minimum cumulative grade point average, inclusive of both undergraduate and graduate coursework, of 3.00 on a 4.00 scale.

6. Submit an official copy of a satisfactory score on the Graduate Record Examination (GRE) taken within the last 5 years. GRE scores on official college transcripts are also acceptable. The GRE requirement may be waived for applicants who have earned a prior graduate degree from a regionally accredited educational institution. The MAT is not accepted.

7. Complete a minimum of one year of recent (within the last 3 years) critical care nursing experience. Two or more years of recent intensive critical care nursing experience is preferred. It is also preferred that at least a portion of this experience is with the adult patient population. Critical care experience is defined by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) as follows:

Critical care experience must be obtained in a critical care area within the United States, its territories, or a US military hospital outside of the US. During this experience, the registered professional nurse has developed critical decision making and psychomotor skills, competency in patient assessment, and the ability to use and interpret advanced monitoring techniques. A critical care area is defined as one where, on a routine basis, the registered professional nurse manages one or more of the following: invasive hemodynamic monitors (such as pulmonary artery catheter, CVP, arterial); cardiac assist devices; mechanical ventilation; and vasoactive infusions [such as norepinephrine, epinephrine, vasopressin, dobutamine, nicardipine, nitroglycerin]. Examples of critical care units may include but are not limited to: Surgical Intensive Care, Cardiothoracic Intensive Care, Coronary Intensive Care, Medical Intensive Care, Pediatric Intensive Care, and Neonatal Intensive Care. Those who have experience in other areas may be considered, provided they can demonstrate competence with managing unstable patients, invasive monitoring, ventilators, and critical care pharmacology.

8. Submit current Basic Life Support (BLS) and Advanced Cardiac Life Support (ACLS) certification through the American Heart Association.

9. Meet the mental and physical requirements for the NAP, as follows:

- Have sufficient visual acuity to observe and assess a patient, to discriminate color and depth, to read and accurately complete reports, and to visualize diagnostic/monitoring equipment in dim light.
- Have sufficient hearing to monitor and assess patient health needs, to monitor various equipment and background sounds, and to communicate by telephone.
- Be able to speak English in a clear and concise manner.
- Have English communication abilities sufficient to interact professionally with others in verbal and written form, and have reading skills appropriate to understand patient charts, reports, and orders.
- Be able to lift patients to accomplish bed/chair/stretcher transfer.
- Be able to stand and walk without difficulty and be able to push a gurney or wheelchair.
- Be able to stand and/or sit for an extended period of time.
- Be able to perform fine and gross motor skills with both hands.
- Possess critical thinking skills sufficient to think clearly and act appropriately in stressful situations.
• Possess interpersonal skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
• Have mobility sufficient to move from room to room and maneuver in small spaces.
• Have tactile ability sufficient to perform palpation functions of physical examination and/or those related to therapeutic intervention.

10. Submit a current professional resume.
11. Submit the completed ADU NAP Practice Survey form.
12. Submit the completed ADU MSNA Graduate Questionnaire form.
13. Submit an essay outlining reasons for choosing to become a nurse anesthetist, reasons for choosing to attend a faith-based institution, and why you have specifically chosen Adventist University of Health Sciences.
14. Provide three recommendations using the ADU Recommendation Forms. One recommendation must be from a licensed CRNA that the applicant has shadowed. Recommendations from friends or family members are not accepted. Completed recommendation forms should be submitted directly from the individual providing the recommendation and not from the applicant. (Recommendation forms are only effective for the annual application cycle in which they are submitted. Re-applicants must submit new, current reference letters.)
15. Provide evidence of English language proficiency for applicants whose native/primary language is not English or who have completed their undergraduate education from a non-English speaking school (see English Language Proficiency section in the current ADU Academic Catalog).

Admission Interview

Prior to a determination regarding acceptance, there will be a brief (10-15 minute) personal interview with the NAP Admissions Committee (6-10 members present). The committee members consist of NAP faculty, clinical anesthesia providers (Anesthesiologist and CRNA), and ADU didactic faculty. The primary requirement for admission into the NAP is the applicant's ability, as appraised by the NAP Admission Committee, to successfully complete the 28-month curriculum. Applicants should have strong academic records as evidenced by their cumulative grade point average and GRE scores, their demonstrated consistency of academic performance, and strong clinical experience. The committee is interested in determining the candidates' base knowledge of physiology, invasive monitors, care of ventilated patients, and their knowledge of the drugs they commonly administer in ICU. A firm and clear commitment to the nurse anesthesia profession and to fulfilling the missions of ADU and the NAP are additional criteria which are assessed through the interview process and the personal essay. Qualities such as maturity and effective interpersonal relationships, as determined from the letters of recommendation and the interview, are also important admission criteria. Each member of the NAP Admissions Committee is given the responsibility to vote conscientiously after each applicant's interview. Scores are collected immediately following the interview. Justification by the NAP Admission Committee for acceptance or rejection of a candidate is not required nor noted in the applicant's file. All applicants should dress in professional attire for the interview with the NAP Admission Committee. All applicants who are offered letters of acceptance must successfully complete the interview process. (Interviews are by invitation only.)
Admitted NAP Student Requirements

After applicants have interviewed, been accepted, and reserved their positions in the NAP, and prior to enrollment in the NAP, all accepted applicants must:

1. Continue to meet the mental and physical requirements as listed in the Initial NAP Application Admission Requirements.
2. Submit evidence of a Bachelor of Science degree in Nursing, or a Bachelor’s degree in another appropriate related major, from a regionally accredited institution, if final official transcript had not been previously available, due to the following rationale noted in italics. (If an applicant is currently enrolled at a regionally accredited institution and is scheduled to complete a Bachelor's degree prior to the anticipated enrollment at ADU’s NAP, he or she must provide an official transcript to date prior to an admission interview, and then provide another official transcript upon completion of the Bachelor's degree and prior to enrollment at ADU's NAP.)
3. Submit current official transcripts from all undergraduate and/or graduate institutions attended, in accordance with the guidelines in the current ADU Academic Catalog, if final official transcript had not been previously available, due to the rationale noted here in italics. Admission GPAs will be calculated, based on credits and grades from regionally accredited institutions only. Additionally, transcripts from institutions outside the United States must be evaluated by WES, the ADU-approved foreign credential evaluation company (refer to ADU Academic Catalog). (If an applicant is currently enrolled in any course at a regionally accredited institution at which he or she has previously taken any other courses, he or she must provide an official transcript to date prior to an admission interview, and then provide another official transcript upon completion of the course and prior to enrollment at ADU's NAP.)
4. Submit a current, unrestricted Florida license to practice as a registered nurse. (This requirement specifically for an RN license through the state of Florida may be deferred until notification of acceptance to the NAP but must be fulfilled before enrollment to the NAP.)
5. Pass satisfactory criminal background checks, as required by the ADU NAP.
6. Provide evidence of satisfactory health and immunization requirements. ADU and many clinical sites require students to be currently immunized prior to entry into the clinical area. In accordance with the ADU policy on "Health and Immunizations," students are required to present verification of vaccinations or immunity titers as follows:
   - Hepatitis B (3 vaccines)
     Proof of immunity to Hepatitis B or documentation that the Hepatitis B vaccine immunization series has begun is also required prior to registration.
   - Influenza (annually)
   - Measles-Mumps-Rubella (MMR)
   - Varicella (adequate titer, 2 vaccines, laboratory proof, letter from diagnosing physician, or medical record history of having chicken pox)
   - Tetanus/Diphtheria/Pertussis (Tdap) immunization (within 10 years)
   - Tuberculosis (TB) screening test (within 60 days of enrollment & annually)
If test is positive, refer to the guidelines provided in the "Communicable Disease Policy" in the ADU Student Handbook.

These are not performed by ADU and must be performed by a private provider. Furthermore, if and when ADU or clinical affiliate sites mandate additional health tests or immunizations, students are also required to comply with these.

Non-refundable Deposit
After an admission interview and upon notification of acceptance to the NAP, each applicant accepted to the Nurse Anesthesia Program must pay a non-refundable deposit of $500.00 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 applicant enrolls in the program, this deposit will be applied toward the student's account. Applicants who have paid the deposit, but decide not to enroll in the NAP, will forfeit the deposit. If that applicant is admitted to the NAP at a later date, he or she will be required to pay the full deposit amount again.

Reapplication Process
All re-applicants must have met the Initial NAP Application Requirements (#1-15) listed above. Re-applicants include individuals who submitted an NAP application in a previous annual application cycle but who were not invited to interview, or who were interviewed but were not accepted, or who were interviewed and accepted but did not enroll in the NAP. Additionally, individuals who were previously enrolled in the ADU NAP but withdrew or were withdrawn from the NAP for any reason must also follow the re-application process described here.

1. Submit a new current application online and the non-refundable $100 application fee, which is only applicable for the annual application cycle in which it is submitted.
2. Submit updated official transcripts from any regionally accredited higher education institutions attended since the original application was submitted.
3. Submit an updated professional resume.
4. Submit a new ADU NAP Practice Survey form, reflecting current practice.
5. Submit a new ADU NAP MSNA Graduate Questionnaire form.
6. Provide three new recommendations using ADU Recommendation Forms. One recommendation must be from a licensed CRNA that the applicant has shadowed. Recommendations from friends or family members are not accepted. Completed recommendation forms should be submitted directly from the individual providing the recommendation and not from the applicant. (Recommendation forms are only effective for the annual application cycle in which they are submitted. Re-applicants must submit new, current reference letters.)

After submission of all application documentation, the NAP will review all completed application files to determine which applicants to invite to interview. Interviews are by invitation only. Any applicants who are invited to enroll in the NAP must successfully complete the interview process.
Progression

The NAP is a continuous course of study, 28-month "block" program. Students may progress toward the MSNA degree when they have:

- Completed all scheduled professional nurse anesthesia courses with a grade of 3.00 ("B") or better on a 4.00 grade point scale.
- Completed all scheduled cognate courses with an average grade of 3.00 or better on a 4.00 grade point scale, including no more than one cognate course with a grade between 2.00 and 3.00 on a 4.00 grade point scale.

Academic Failure/Dismissal

Academic failure occurs when a student: a) does not achieve the requisite minimum grade of "B" in nurse anesthesia (MSNA) course work, b) does not achieve an overall GPA of 3.0 in graduate coursework, c) earns more than one "C" in a cognate course, or d) earns a course grade lower than a "C" in any cognate course. Retake or make-up tests for failing grades may be given at the discretion of the course coordinator. Retake or make-up tests for failures in nurse anesthesia principles courses (MSNA530, MSNA531, MSNA532, MSNA533, MSNA534, MSNA635, MSNA636, and MSNA637) are not allowed. Students experiencing academic failure are required to withdraw from all coursework in the nurse anesthesia program and complete out-processing paperwork.

Readmission after Academic Failure/Dismissal

If an individual who has previously been dismissed from the ADU NAP due to academic failure desires to return to the nurse anesthesia program, he or she must re-apply during the normal application cycle for the next available class. Should a vacancy occur in the program which is compatible with matriculation of the failed student, the NAP may extend an invitation for reapplication to the program. Individuals/applicants must submit required admission paperwork and fees. An invitation for reapplication does not signify acceptance into the program. A previously dismissed former student desiring to be considered for reapplication should submit a letter of intent to Enrollment Services. If an individual is accepted into the program again, at the time of readmission, NAP faculty may design an individualized course of study for the readmitted student, which may include repeating coursework successfully completed previously and directed study classes.

NOTE:

Prior acceptance to Graduate General Studies and/or taking graduate courses at ADU does not alter the admission requirements for the Nurse Anesthesia Program. Even if one has previously been accepted to Graduate General Studies and/or taken graduate courses at ADU, he or she must still complete the entire NAP application process. Furthermore, prior acceptance to Graduate General Studies and/or taking graduate courses at ADU does not guarantee an invitation to interview or acceptance/admission to the NAP.
Completion/Graduation Requirements

Students will be recommended for graduation from ADU and eligibility for the National Certification Examination (through the National Board on Certification and Recertification of CRNAs (NBCRNA)) when they:

1. Meet all the requirements of ADU and the NAP for the Master of Science in Nurse Anesthesia (MSNA) degree, including completion of any extended time due to schedule changes in conjunction with a Clinical Performance Contract or penalties incurred in the program, as assigned by the NAP.
2. Meet all the requirements of the accrediting/approval bodies for licensure and certification.
3. Administer all required numbers for each category of cases and clinical experiences.
4. Complete all nurse anesthesia (MSNA) courses with a grade of "B" or better.
5. Complete the overall sequence of courses with a grade point average of 3.0 or better.
6. Complete cognate courses with a grade of "B" or better. Complete no more than one cognate course with a grade of "C."
7. Complete all practicum courses with a "Pass.
8. Complete the requirements of the NAP Capstone Project and professional portfolio.
10. Possess current, unrestricted Florida RN licensure.
11. Complete all required coursework within 40 months from first date of entrance into the nurse anesthesia program.

Curriculum

Students must complete the following courses prior to graduation. The NAP is seven (7) trimesters, or 28 months, of full-time, year-round, continuous course of study. Please refer to the legend below when reviewing the program curriculum.

| Legend |
|-----------------|----------------------|
| 1st digit, course didactic hours | 3rd digit, course clinical hours at 8:1 ratio |
| 2nd digit, course lab hours at 3:1 ratio | 4th digit, total course credit hours |

Cognate Course Requirements

- BIOL 521 - Advanced Anatomy and Physiology (3)
- BIOL 522 - Advanced Pathophysiology (3)
- HTSC 640 - Cultural and Ethical Considerations in Healthcare (3)
- PHRM 523 - Advanced Pharmacotherapy (3)
• MSNS 511 - Advanced Health Assessment and Diagnostics (3)
• RELP 610 - Role Fidelity and the Exercise of Power (1)
• RELT 510 - Identity and Mission in Faith-Based Healthcare (2)
• RSCH 512 - Research and Evidence-Based Practice (3)

Total: 21

Nurse Anesthesia Curriculum Requirements

• MSNA 501 - Clinical Conference I (1)
• MSNA 502 - Clinical Conference II (1)
• MSNA 503 - Clinical Conference III (1)
• MSNA 504 - Clinical Conference IV (1)
• MSNA 524 - Pharmacology in Nurse Anesthesia (3)
• MSNA 530 - Introduction to Nurse Anesthesia Practice (2)
• MSNA 531 - Principles of Science & Techniques for Nurse Anesthesia (3)
  (Chemistry, Physics, Anesthesia Machine)
• MSNA 532 - Basic Principles & Techniques of Nurse Anesthesia Practice (4)
  (with simulator lab and clinical observation)
• MSNA 533 - Advanced Principles of Nurse Anesthesia (4)
  (to include regional and pain management)
• MSNA 534 - Principles of Nurse Anesthesia for Patients with Co-Existing Disease (2)
• MSNA 621 - Nurse Anesthesia Clinical Practicum I (4)
• MSNA 622 - Nurse Anesthesia Clinical Practicum II (4)
• MSNA 623 - Nurse Anesthesia Clinical Practicum III (4)
• MSNA 624 - Nurse Anesthesia Clinical Practicum IV (4)
• MSNA 625 - Nurse Anesthesia Clinical Practicum V (4)
• MSNA 635 - Principles of Nurse Anesthesia for Patients Across the Life Span (3)
  (Peds, OB, Geriatrics)
• MSNA 636 - Principles of Nurse Anesthesia for Complex Patients and Procedures (3)
  (Cardiac, Pulmonary, Neuro, Transplant)
• MSNA 637 - Nurse Anesthesia Principles Review (2)
• MSNA 641 - Professional Issues in Nurse Anesthesia Practice (3)
• MSNA 690 - Final Student Project (2)

Total: 59

Summary of Total Credit Hours

Program Total: 80

Program Sequence
Students must complete the following courses to be eligible for graduation. The program is a seven trimesters (28 months), full-time, continuous course of study. When reviewing the program's curriculum, use the table below to reference the course content which follows:

Year I - Trimester 1

*(approximately January - April)*

- MSNS 511 - Advanced Health Assessment and Diagnostics (3)
- RELT 510 - Identity and Mission in Faith-Based Healthcare (2)
- BIOL 521 - Advanced Anatomy and Physiology (3)
- BIOL 522 - Advanced Pathophysiology (3)
- PHRM 523 - Advanced Pharmacotherapy (3)
- MSNA 530 - Introduction to Nurse Anesthesia Practice (2)

Total: 16 Credit Hours

Year I - Trimester 2

*(approximately May - August)*

- RSCH 512 - Research and Evidence-Based Practice (3)
- MSNA 531 - Principles of Science & Techniques for Nurse Anesthesia (3) (Chemistry, Physics, Anesthesia Machine)
- MSNA 524 - Pharmacology in Nurse Anesthesia (3)
- MSNA 532 - Basic Principles & Techniques of Nurse Anesthesia Practice (4) (with simulator lab and clinical observation, OR 2 days/week in August)

Total: 13 Credits Hours

Year I - Trimester 3

*(approximately September - December)*

- MSNA 533 - Advanced Principles of Nurse Anesthesia (4) (to include regional and pain management)
- MSNA 534 - Principles of Nurse Anesthesia for Patients with Co-Existing Disease (2)
- MSNA 621 - Nurse Anesthesia Clinical Practicum I (4) (OR 4 days/week)
- MSNA 501 - Clinical Conference I (1)

Total: 11 Credit Hours

Year II - Trimester 1

*(approximately January - April)*
- MSNA 635 - Principles of Nurse Anesthesia for Patients Across the Life Span (3) (Peds, OB, Geriatrics)
- MSNA 636 - Principles of Nurse Anesthesia for Complex Patients and Procedures (3) (Cardiac, Pulmonary, Neuro, Transplant)
- MSNA 622 - Nurse Anesthesia Clinical Practicum II (4) (OR 4 days/week)
- MSNA 502 - Clinical Conference II (1)

Total: 11 Credit Hours

Year II - Trimester 2

(approximately May - August)

- HTSC 640 - Cultural and Ethical Considerations in Healthcare (3)
- MSNA 623 - Nurse Anesthesia Clinical Practicum III (4) (OR 4 days/week)
- MSNA 503 - Clinical Conference III (1)
- RELP 610 - Role Fidelity and the Exercise of Power (1)
- MSNA 690 - Final Student Project (2)

Total: 11 Credit Hours

Year II - Trimester 3

(approximately September - December)

- MSNA 624 - Nurse Anesthesia Clinical Practicum IV (4) (OR 4 days/ weeks)
- MSNA 641 - Professional Issues in Nurse Anesthesia Practice (3)
- MSNA 504 - Clinical Conference IV (1)
- MSNA 690 - Final Student Project (2)

Total: 10 Credit Hours

Year III - Trimester 1

(approximately January - April)

- MSNA 637 - Nurse Anesthesia Principles Review (2)
- MSNA 625 - Nurse Anesthesia Clinical Practicum V (4) (OR 4 days/week, January - March)
- MSNA 690 - Final Student Project (2)

Total: 8 Credit Hours

Program Grand Total: 80 Graduate Trimester Hours
Graduate Department of Physical Therapy

Physical Therapy

Department Chair and Program Director: Jennifer Collins
Vice-Chair: Scott Bennie
Director of Clinical Education: Jeff Emde
Faculty: Laura Podschan, Andrew Crofton

Mission Statement
Consistent with the values of a faith-based environment, Adventist University of Health Sciences prepares Doctors of Physical Therapy who promote holistic, person-centered care and wellness through evidence-based practice, leadership, life-long learning, scholarship, and service to the local and global communities.

Vision Statement
As valued experts in movement and rehabilitation science, graduates will be the primary professional for movement dysfunction, health promotion, and prevention.

Curriculum Philosophy
The ADU DPT Faculty believe that:

- Students are responsible, reflective, active learners.
- Students require a foundation in basic and clinical sciences and skills that are applied across the lifespan, diagnoses, and systems, moving from simple to complex.
- Faculty are role models and mentors.
- Faculty facilitate transformational learning through critical thinking and self-reflection.
- Values-based experiential learning, woven throughout the program, instills professionalism and fosters the vision of the institution.
- Inter-professional learning develops competent and compassionate practitioners for team based environments.
Licensure and Accreditation

For information regarding Adventist University of Health Sciences ("ADU") regional and church accreditation, see Accreditation section of this Catalog.

Graduation from a physical therapist education program accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, VA 22314; phone; 703-706-3245; accreditation@apta.org is necessary for eligibility to sit for the licensure examination, which is required in all states.

Effective November 11, 2015, Adventist University of Health Sciences (ADU) has been granted Candidate for Accreditation status by the Commission on Accreditation in Physical Therapy Education (1111 North Fairfax St., Alexandria, VA 22314; phone 703-706-3245; email: accreditation@apta.org). Candidate for Accreditation is a pre-accreditation status of affiliation with the Commission on Accreditation in Physical Therapy Education that indicates that the program is progressing toward accreditation and may matriculate students in professional courses. Candidate for Accreditation is not an accreditation status nor does it assure eventual accreditation.

For further information, see the Student Handbook - Doctor of Physical Therapy Program Supplement.

Program Description

The Doctor of Physical Therapy (DPT) program prepares graduates to become licensed physical therapists. The program uses a selective admission process from which a new class of 23 students is invited each summer trimester to begin study in the 3-year DPT program. The curriculum, grounded in Christian principles, builds on the students' undergraduate foundation in the arts and sciences, and includes 125 graduate-level credits where students progress through and integrate foundational and clinical sciences, patient/client management skills, and ultimately, the provision of person-centered care.

Policies

By accepting enrollment as a physical therapy student, each applicant agrees to abide by the program policies as contained and outlined in the Student Handbook - Doctor of Physical Therapy Program Supplement.

Application Requirements

All applicants to the DPT program must apply online through the Physical Therapist Centralized Application Service (PTCAS).

Applications for the DPT program are accepted once per academic year. The program will begin to accept applications through PTCAS by December 1, 2015. The preferred deadline for submissions is January 15, 2016. The final deadline for submissions is April 1, 2016. The program starts a new cohort of students each Summer trimester.

Applicants to the DPT program must submit the following directly to PTCAS:

1. Completed PTCAS Application. The program does not accept applications through the ADU website.
2. Official transcripts from all undergraduate and/or graduate institutions attended. 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 (WES, P.O. Box 5087, New York, NY 10274-5087, (212) 966-6311, info@wes.org, http://www.wes.org). This is the only company from which transcript evaluations are accepted.

For more details on the PTCAS polices related to transcripts, please go to: http://www.ptcas.org/Transcripts/

3. The Graduate Record Exam (GRE) scores are required of all applicants, including the Verbal and Quantitative Reasoning and the Analytical Writing sections.

The program requires that one official copy of the GRE scores be sent directly from the Education Testing Service (ETS) to ADU’s ("Adventist U of Health Sciences") PTCAS code - 1777.

For more details on the PTCAS policies related to the GRE, please go to: http://www.ptcas.org/Tests/

4. Three electronic references are required from the following: two physical therapists and one person of the applicant’s choice (employer, professor, academic advisor, etc.). References from friends or family members will not be accepted.

For more details on the PTCAS policies related to references, please go to: http://www.ptcas.org/References/

5. All applicants for whom English is not their primary language must submit official Test of English as a Foreign Language (TOEFL) scores.

For more details on the PTCAS policies related to the TOEFL, please go to: http://www.ptcas.org/Tests/

Supplemental Application Fee
Applicants to the ADU DPT program must submit a $50 supplemental application fee, which can be paid online, over the phone at (407)303-1631, or by check. If by check, it should be:

- made payable to: Adventist University of Health Sciences
- labeled as "DPT Supplemental Application Fee" on the memo line (please include the applicant's name on the memo line as well), and
- mailed to:
  
  Adventist University of Health Sciences
  Attn: Financial Services
Admission Requirements

All applicants for the DPT program must meet ADU's general admission requirements to enroll for graduate study at ADU.

Additionally, applicants for the DPT program must meet all of the following admission requirements in order to be considered for admission:

1. Submit application through the Physical Therapist Centralized Application Service (PTCAS). The program does not accept applications through the ADU website.

2. Provide evidence of an earned bachelor's degree in any discipline from a regionally accredited college or university by his or her start date in the program.

3. Present a minimum cumulative, science, and prerequisite grade point average of 3.00 on a 4.00 scale. Higher GPA's are more competitive within the applicant pool.

4. Must have completed the following prerequisite courses at a regionally accredited college or university. It is recommended that these prerequisites be completed within the five years immediately prior to application to the program. All prerequisite courses must be completed prior to enrolling in the program though 75% should be completed prior to application to the program. Grades of "C" or better are required in all prerequisite courses. Three quarters are considered equivalent to two semesters of course work.

   Anatomy & Physiology, two semesters with lab (Anatomy with lab, one semester, and Physiology with lab, one semester, may be substituted)
   Exercise Physiology, with or without lab
   General Biology, two semesters with lab
   General Chemistry, two semesters with lab
   General Physics, two semesters with lab
   Statistics
   General Psychology
   One course in human development across the lifespan (e.g., developmental psychology, human growth and development)
   Medical Terminology

   It is assumed that the applicant is computer literate and familiar with the use of computers at home, on the job, or in school.

5. The Graduate Record Exam (GRE) is required of all applicants.
On the Revised General Test, scores of 151 or greater on the Verbal (≥460 on the General Test) and 152 or greater on the Quantitative (≥660 on the General Test) Reasoning sections, and 3.5 or greater on the Analytical Writing section are recommended. Higher scores are more competitive within the applicant pool.

Test scores more than five years old will not be accepted.

If there are multiple test scores available for an applicant the program will consider the highest score earned in each section of the GRE. For example, if the applicant's Verbal Reasoning test score was 153 on their first attempt and 147 on their second attempt, the program will use the first (higher) score when considering the application. However, if the applicant has scores from both the prior General Test and the revised General Test, the program will use the scores from the revised General Test.

6. The program requires that one official copy of the GRE scores be sent directly from the Education Testing Service (ETS) to ADU's ("Adventist U of Health Sciences") PTCAS code - 1777.

7. Three electronic references are required from the following: two physical therapists and one person of the applicant's choice (employer, professor, academic advisor, etc.). References from friends or family members will not be accepted.

The applicant must arrange for PTCAS to receive all of the applicant's references by the program's application deadline date.

8. All graduate students for whom English is not their primary language must demonstrate English proficiency in one of the following ways:

- Successful completion of a bachelor's degree from an institution where English is the primary language of instruction in the United States; or
- A minimum score of 570 on the paper-based TOEFL exam; or
- A minimum score of 230 on the computer-based TOEFL exam; or
- A minimum total score of 89 on the Internet-based TOEFL exam
  - Composite of reading, listening, and writing: 63
  - Speaking: 26

Interview

All applicants who meet the minimum admissions requirements will be considered on an individual basis.
Applicants found to be competitive will be invited for an interview. The interview process serves a dual purpose:

1. It provides a realistic evaluation of eligibility for admission into the program as it assesses oral communication skills, professional behaviors and attitudes, ability to interact in a group, knowledge of the profession, ability to solve problems, and motivation to pursue a career in physical therapy.

The applicants' written communication skills will also be measured with an on-site writing sample.
2. It gives the applicant an opportunity to learn more about the program's teaching and learning philosophy and to spend time with faculty to appraise the program in terms of meeting personal and professional growth.

Interviews will begin after the preferred deadline of January 15 and may continue until the class is full.

Student Selection

The primary requirement for admission into the DPT program is the applicant's ability, as appraised by the program's Admissions Committee, to successfully complete the 3-year curriculum. Applicants who are admitted into the program have strong academic records as evidenced by their cumulative, science, and prerequisite grade point averages and GRE scores, their breadth and depth of science background and their demonstrated consistency of academic performance. A firm and clear commitment to the profession of physical therapy and to fulfilling the missions of the University and program are additional criterion for admission and are assessed through the writing samples and interview process. Qualities such as maturity and effective interpersonal relationships, as determined from the references and the interview are also important admissions criteria.

Applicants are reminded that, due to the competitive nature of the admission process, meeting the minimum standards for admission does not guarantee admission to the program.

Admission decisions may occur until the program start date in May.

Additional Admissions Requirements

An applicant who receives a provisional acceptance on the basis of course work still in progress must satisfactorily complete all outstanding courses prior to enrollment and matriculation. All students must have an official final transcript submitted by the degree-granting institution directly to ADU prior to matriculation that indicates the receipt of the bachelor's degree.

Applicants who are accepted into the physical therapy program will receive, in addition to their notification of acceptance, guidelines for the submission of the following, which must be completed prior to their enrollment in the program. Adventist University of Health Sciences and the program use VERIFYStudents to verify and ensure compliance with the following requirements. Students will also utilize VERIFYStudents to submit proof of those immunizations that are required on an annual basis:

1. Yearly verification of tuberculosis screening test. If test is positive, refer to the guidelines provided in the ADU Student Handbook's Communicable Disease Policy.
2. Updated verification, on the Adventist University of Health Sciences Student Immunization Form, of the following vaccinations or immunity titer including:
   - Measles-Mumps-Rubella (MMR)
   - Varicella (adequate titer, 2 vaccines, laboratory proof, letter from diagnosing physician, or medical record history of having chickenpox)
   - Tetanus/Diphtheria/Pertussis (Tdap required)
   - Hepatitis B+ (3 vaccines)
• Influenza (annually)
• Meningococcal
• Any other vaccinations or immunizations recommended by the Centers for Disease Control and Prevention (CDC) guidelines for health care providers as outlined on the website, http://www.immunize.org/catg.d/p2017.pdf.

3. Completed and signed Student Health Assessment Form for Professional Programs within the three months prior to the start of the program. Students must update their records annually by submitting the Student Annual Medical Requirements Form.

4. Evidence of a successfully completed FIT test (i.e., N95 mask).

5. All students admitted to the DPT program must complete a criminal background check. A student may encounter potential problems with clinical education placement and/or licensure as a physical therapist if he or she has a criminal record. For specific information, contact the Florida Board of Physical Therapy Practice, or the board that regulates physical therapy licensure in the state in which the student intends to practice. If a student has a criminal record, it is the responsibility of the student to inquire with the Florida Board of Physical Therapy Practice, or the board that regulates physical therapy licensure in the state in which the student intends to practice, as to whether a criminal record may limit the student’s ability to obtain licensure as a physical therapist or practice in certain settings.

6. Each student who is enrolled in the program must complete the American Heart Association’s (AHA) Basic Life Support (BLS) for Healthcare Providers certification, which is designed to provide the healthcare professional the ability to recognize several life-threatening emergencies, provide CPR, use an AED, and relieve choking in a safe, timely and effective manner. This training and certification must occur prior to the start of the program and must be maintained throughout the remainder of the professional curriculum. Proof of this certification must be presented prior to enrollment and as requested by the program. Training courses must include a skills check-off; online training courses will not be accepted.

7. Each applicant who is accepted into the program must demonstrate proof of health insurance, through the use of the ADU Verification of Insurance Form, prior to entry into the program and must maintain health insurance throughout their enrollment. Health insurance is required of all students in the DPT program.

8. Each applicant who is accepted into the program must undergo and pass a drug test prior to entry into the program.

The applicant’s acceptance letter will contain a deadline indicating when the nonrefundable $500 deposit must be received by the University, this in order to reserve the student’s place in the program. 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, or become ineligible to, enroll in the program, for any reason, 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. A professional program deposit is not transferable to another department.

In addition to the information regarding the required deposit, the acceptance letter will include an Essential
Functions Acknowledgment form. In order to successfully complete the program, students must perform the Doctor of Physical Therapy Program's Essential Functions. If the student is an individual with a disability and needs reasonable accommodation in order to fully participate in this program, the student must follow the directions provided in ADU's Catalog under "Rehabilitation Act (1973) Section 504: Services for Students with Special Needs." The student must complete and submit the signed Essential Functions Acknowledgment form along with their deposit.

The program reserves the right to rescind an acceptance offer if the above are not completed by the start of program classes.

The Program supports and upholds the nondiscrimination policy of the Institution, which is published in the Catalog under 'Nondiscrimination Statement' and on the ADU website at: http://www.adu.edu/about-adu.

Reapplication Process

Applicants who are not admitted into the Doctor of Physical Therapy class of 2019 may reapply to the program for the next admissions cycle as long as they have successfully met the minimum admission requirements. Reapplicants are expected to meet the published admission deadlines by submitting their application materials through PTCAS.

Reapplicants are encouraged to submit:

- new references to demonstrate what steps they have taken to improve their application since they last applied.

Further information on reapplication via PTCAS can be found at: http://www.ptcas.org/Reapplicants/.

Reapplicants are required to submit the following directly to ADU:

- a written self-assessment of the steps that he or she has taken to improve their application since they last applied
- a non-refundable $50 supplementary application fee

Progression

As the DPT Program is a "block program", 3-year, continuous course of study, students will be deemed to be making continuous satisfactory progress toward the DPT degree when they:

1. Complete all scheduled professional and cognate courses with a grade of 'B' or better. One course with a grade of 'C' is permitted.

2. Maintain a cumulative grade point average of 3.00, on a 4.00 scale, or better in all program coursework.
Completion

Adventist University of Health Sciences will consider students for graduation with a Doctor of Physical Therapy degree when they have:

1. Met the general requirements for the Doctor of Physical Therapy degree.

2. Completed the Comprehensive Exam with a score that meets or exceeds the program-set scoring standards. The exam will be offered at the end of the ninth and final trimester. Two remediation attempts at the Comprehensive Exam may be possible for each student in the program, as necessary to achieve a passing score.

   If the student fails the Comprehensive Exam, he or she is required to meet with their faculty advisor to develop a plan of study/review that must be implemented by the student and signed off on by their faculty advisor prior to the first remediation exam. The first remediation exam must be taken no sooner than two weeks (14 calendar days) following the unsuccessful completion of the Comprehensive Exam and no later than two weeks prior to the Federation of State Boards of Physical Therapy (FSBPT) Registration & Payment Deadline for the July test date(s).

   If the student fails the first remediation exam the student is required to meet with their faculty advisor and the Progression and Completion Committee (PACC) to develop a plan of study/review that must be implemented by the student and signed off on by the faculty advisor and the PACC prior to the second remediation exam. The second and final remediation exam must be taken no sooner than four weeks (28 calendar days) following the unsuccessful completion of the first remediation exam and no later than two weeks prior to the Federation of State Boards of Physical Therapy (FSBPT) Registration & Payment Deadline for the October test date(s).

3. Completed all required courses in the Doctor of Physical Therapy curriculum with grades of 'B' or better (one 'C' grade is permitted) and a cumulative grade point average of 3.00, on a 4.00 scale, or better.

4. Successfully completed all required courses in the Doctor of Physical Therapy curriculum within 54 months of their matriculation into the program.

5. Completed a Capstone Project that has met, if not exceeded, the University's and program's standards.

6. Participated in the University's Colloquium as instructed by the program.

Readmission Policy

Any student seeking readmission to the Program must follow the guidelines provided in the Program's Reapplication Process.
Clinical Education Requirements

Clinical Facility Requirements
All students are expected to meet certain requirements prior to attending any clinical experience. The Institution utilizes a web-based product, VerifyStudents.com, to monitor the requirements associated with admission into the program and clinical site placement (see the Additional Admission Requirements above for a detailed description of the requirements).

Records which may be monitored by VerifyStudents.com that are required for clinical experiences but are not required for Program admission include:

- OSHA certification
- HIPPA compliance certification
- Any "special requirements" imposed by a specific clinical site (e.g., x-rays, HIV testing, immunization titers, character references, etc.)

It is the responsibility of the student to complete the above requirements, monitor the need for updates, and cover the expenses incurred in doing so.

In order for the student to give a clinical education site the information that they require, all students in the Program must develop an account with VerifyStudents.com and manage that account by uploading the required information/forms into the account and downloading the information that a clinical education site needs. Although it will be up to the student to manage this account, access will be given to the Director of Clinical Education (DCE), Program Executive Assistant, and Program Admission Assistant for monitoring purposes. All sharing of information and VerifyStudents.com account administration, however, will be done by the student.

It is also the responsibility of the student to determine what "special requirements" a clinical education site has and submit that information to the site at the appropriate time. This information may be available on the site's Clinical Site Information Form, which is available in the Program offices, or the student can contact the site's Center Coordinator of Clinical Education (CCCE) to confirm the site's requirements which may be above and beyond those listed above. Any contact of a clinical site or CCCE should only occur after a student has been officially assigned to that clinical site by the DCE.

Furthermore, completion of these expectations and the expenses associated with each would be the responsibility of the student. Special requirements may include:

- X-rays
- HIV testing
- Non-traditional immunization titers
- Character/Professional references
- Learning Objectives
Student Expenses

Room and board while out on a clinical rotation, transportation to and from clinical sites, and any pre-clinical rotation requirements are the student's responsibility to arrange and fund. Clinical rotations will not be arranged to accommodate these needs or the student's individual challenges with providing them. While some facilities may be able to offer incentives or assistance to students, this cannot be expected. For a list of estimated expenses beyond tuition go to: http://www.adu.edu/academics/physical-therapy-program/financial-information.

Clinical Site Selection

All clinical rotation assignments will be made by the Director of Clinical Education (DCE) or their designee. Assignments cannot be made solely on the basis of the student's family/marital status or personal preference/needs.

Clinical rotations (clinical slots) are arranged for each student approximately 6-12 months prior to the scheduled assignment. Once the arrangements become finalized, they are considered the same as a firm contract and no changes will be allowed. If the assigned clinical site should become unable to provide the clinical experience, the DCE will obtain an alternate placement for the student.

Information and related materials are subject to change.
Physical Therapy, D.P.T.

Curriculum

Program Sequence

Year 1, Summer, Trimester #1/9

- BIOL 715 - Gross Anatomy (5)
- PHTH 700 - Professional Foundations I: Introduction to Physical Therapy (2)
- PHTH 710 - Interventions I: Patient Care Skills (4)
- RELT 710 - Identity and Mission in Faith-Based Healthcare (2)

Total: 13 Credit Hours

Year 1, Fall, Trimester #2/9

- HTSC 745 - Cultural, Ethical, and Psychosocial Aspects of Healthcare (3)
- PHTH 705 - Applied Human Physiology (3)
- PHTH 714 - Examination and Evaluation I (2)
- PHTH 720 - Clinical Kinesiology (3)
- PHTH 730 - Neuroscience I (4)
- PHTH 790 - Research I: Methods (3)

Total: 18 Credit Hours

Year 1, Spring, Trimester #3/9

- BIOL 722 - Clinical Pathophysiology (4)
- PHTH 712 - Interventions II: Therapeutic Exercise (5)
- PHTH 716 - Examination and Evaluation II (2)
- PHTH 732 - Neuroscience II (3)
- PHTH 792 - Research II: Literature Review/Background and Significance (2)
Total: 16 Credit Hours

Year 2, Summer, Trimester #4/9

(10 weeks didactic; 4 weeks clinical)

- BIOL 823 - Pharmacology (1)
- PHTH 800 - Professional Foundations II: Communication (3)
- PHTH 810 - Interventions III: Biophysical Agents (3)
- PHTH 814 - Differential Diagnosis and Imaging (3)
- PHTH 818 - Cardiovascular and Pulmonary (3)
- PHTH 870 - Clinical Experience I (2) (4 weeks)

Total: 15 Credit Hours

Year 2, Fall, Trimester #5/9

- PHTH 820 - Musculoskeletal I (6)
- PHTH 830 - Neuromuscular I (4)
- PHTH 840 - Integumentary (2)
- PHTH 844 - Geriatrics (2)
- PHTH 850 - Integrated Clinical Cases I (2)
- PHTH 890 - Research III: Implementation and Interpretation (2)

Total: 18 Credit Hours

Year 2, Spring, Trimester #6/9

(12 weeks didactic; 4 weeks clinical)

- PHTH 822 - Musculoskeletal II (4)
- PHTH 832 - Neuromuscular II (4)
- PHTH 854 - Integrated Clinical Cases II (2)
- PHTH 858 - Orthotics and Prosthetics (2)
- PHTH 872 - Clinical Experience IIa (2) (4 weeks)

Total: 14 Credit Hours
Year 3, Summer, Trimester #7/9

(2 weeks clinical; 12 weeks didactic)

- PHTH 873 - Clinical Experience IIb (1) (2 weeks)
- PHTH 804 - Professional Foundations III: Management and Leadership (3)
- PHTH 848 - Pediatrics (3)
- PHTH 860 - Selected Topics (3)
- RELP 800 - Identity and Mission Experience (1)

Total: 14 Credit Hours

Year 3, Fall, Trimester #8/9

(12 weeks clinical; 2 weeks didactic)

- PHTH 874 - Clinical Experience III (6) (12 weeks)
- PHTH 892 - Research IV: Dissemination (2)
- RELP 810 - Role Fidelity and the Exercise of Power (1)

Total: 9 Credit Hours

NPTE Preparation

Year 3, Spring, Trimester #9/9

(14 weeks clinical; 1 week didactic)

- PHTH 876 - Clinical Experience IV (7) (14 weeks)
- PHTH 806 - Professional Foundations IV: Transition to Practice (1)

Total: 8 Credit Hours

Comprehensive Exam

Total DPT Program Units: 125
Graduate Department of Physician Assistant

Physician Assistant

Department Chair: Mark A. Payne, DHSc, PA-C

Faculty: Cherilyn Hendrix, DHEd, MSBME, PA-C, Academic Director
Derek Jackson, MPAS, PA-C, Clinical Director
Stacy Laack, MS, PA-C
Darin Wolf, MD, Medical Director

Mission Statement
The Physician Assistant program seeks to educate individuals who desire to become knowledgeable, compassionate and spiritually uplifting healthcare providers. Whether they practice locally, nationally, or globally, it is the intent of this program to graduate individuals who embrace a mission of service to others as they would wish to be done to them.

Licensure and Accreditation
Adventist University of Health Sciences (ADU) is regionally accredited by the Southern Association of Colleges and Schools Commissions on Colleges (SACS-COC) to award Certificates, Associates, Baccalaureate, and Master’s degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-697-4500 for questions about accreditation of Adventist University of Health Sciences. The University is also accredited by the Accrediting Association of Seventh-Day Adventist Schools, Colleges, and Universities.

A physician assistant is required to attend and graduate from a program that is accredited by the Accreditation Review Commission on Education for the Physician Assistant (ARC-PA). The physician assistant graduate is then eligible to sit for the nationally recognized board examination administered by the National Commission on the Certification of Physician Assistants (NCCPA). This board certification is recognized and required in all 50 states for initial licensure.

The physician assistant program at ADU has applied for Accreditation-Provisional from the ARC-PA. The ADU Program anticipates matriculating its first class in May 2015, pending the outcome of the March 2015 meeting of the ARC-PA. Accreditation-Provisional is an accreditation status for a new program that has not yet enrolled students, but at the time of its comprehensive accreditation review, has demonstrated its preparedness to initiate a program in accordance with the Accreditation Standards. Graduates of a program awarded this status are eligible for the NCCPA examination as well as licensure in all 50 states of the United States of America for initial licensure.
Physician Assistant, M.S.

Program Description

The Physician Assistant program prepares graduates to become licensed medical clinicians who practice medicine under the supervision of a licensed physician. Admission to the program is a selective process and will matriculate 25 new students to begin a 27-month intensive program of study. The curriculum consists of 107 graduate-level credit hours of instruction in a faith-based environment of scientific and medical evaluation, diagnosis, and treatment of the ill and injured patient. Clinical internships will be conducted in a variety of medical specialties including primary care, surgery, OB/GYN, emergency medicine, and psychiatry.

Students who are accepted and enrolled in the Physician Assistant program agree to abide by the policies of ADU as well as the program as outlined in the Student Handbook - Physician Assistant Program.

Admission Requirements

Application Requirements

1. Submit an application to the Central Application Service for Physician Assistants (CASPA). This is a web-based central application and can be accessed at www.caspaonline.org.

2. Provide evidence of an earned bachelor’s degree from a regionally accredited college or university. Applicants who have not completed their degree by the time of application must do so by the completion of winter trimester of the matriculation year into the PA program.

3. Present a minimum undergraduate cumulative grade point average of 3.0 on a 4.0 scale. Official transcripts of all college course work should be forwarded to CASPA per instructions on their website. Transcripts from non-USA institutions must be evaluated by World Education Services (WES, P.O. Box 5087, New York, N.Y. 10274-5087, 212-966-6311, info@wes.org, www.wes.org)

4. Must have completed and present results of the Graduate Record Exam (GRE). Results older than 5 years will not be accepted. Applicants who have an earned graduate level degree from a regionally accredited institution, Masters or Doctoral, regardless of major, are exempt from this requirement.

5. Applicants must have completed at least 85 undergraduate semester credit hours total at the time of application. A minimum 40 credits of the natural sciences are required (science courses should be current within 7 years of program matriculation). All credits will be calculated based on the semester credit hour system.

Science prerequisites (all must include a lab component except biochemistry):

- General Chemistry I, II 8 credits
- Organic Chemistry I, II 8 credits
- Biochemistry 4 credits
<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
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<tbody>
<tr>
<td>Anatomy and Physiology I, II</td>
<td>8</td>
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<tr>
<td>General Biology I, II</td>
<td>8</td>
</tr>
<tr>
<td>General Microbiology</td>
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<td><strong>TOTAL</strong></td>
<td><strong>40</strong></td>
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Other prerequisite courses:

<table>
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<tr>
<th>Course</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>English Composition I, II</td>
<td>6</td>
</tr>
<tr>
<td>Medical Terminology</td>
<td>2</td>
</tr>
<tr>
<td>General Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Developmental Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Abnormal Psychology</td>
<td>3</td>
</tr>
<tr>
<td>Elementary Statistics</td>
<td>3</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>

6. It is strongly recommended that applicants present evidence of a minimum 1 year (2000 hours) of direct patient care experience, including exposure to the PA role. Quality and quantity of patient care hours will be considered on a per applicant basis. Inclusion of an up-to-date resume with the application is encouraged to demonstrate depth and breadth of experience.

7. Three letters of recommendation. At least one from a practicing physician assistant or physician. No more than one letter from a professor. Letters of reference cannot be from a personal friend or relative.

Applicants will provide a professional essay of 1-2 pages in length. Applicants should outline their reasons for choosing to become a physician assistant, experiences or interactions they have had with a physician assistant, reasons for choosing to attend a faith-based institution, and why they have specifically chosen ADU. Essays should be submitted in Word format having been cleared of plagiarism by www.turnitin.com.

International applicants must demonstrate English proficiency in one of the following:

- By achieving a score of 213 or higher on the computer-based Test of English as a Foreign Language (TOEFL) or 550 or higher on the written TOEFL, and show appropriate evidence of temporary or permanent U.S. residency, in addition to meeting the general education requirements.
- Successful completion of a bachelor’s degree from an institution where English is the primary language of instruction in the United States.
Interview
Interviews are offered by invitation only. Applicants will be contacted via phone or letter to arrange an interview date. Interviews are conducted from November through December. Every applicant who wishes to be accepted to the program must complete the interview process. Meeting the minimum requirements does not guarantee an invitation for an interview.

Student Selection
The admissions committee will evaluate the cumulative data collected, as well as consider the strength of the interview with regards to the applicant's firm and clear commitment to the profession and the mission of the University and the program. Due to the competitive nature of the admission process, applicants are reminded that meeting the minimum standards does not guarantee admission into the program.

Admitted Student Requirements

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

Immunizations
Applicants who are accepted into the Physician Assistant program must present proof of the following prior to enrollment in the program and must submit annual proof of immunization thereafter.

- Yearly verification of tuberculosis screening test. If positive, refer to the guidelines provided in the ADU Student Handbook - Communicable Disease Policy.
- Updated verification of the following vaccinations or immunity titer including:
  - Hepatitis B+ (3 vaccine series)
  - Influenza (annually)
  - Measles-Mumps-Rubella (MMR)
  - Varicella (adequate titer, 2 vaccines, laboratory proof, letter from diagnosing physician, or medical record history of having chickenpox)
  - Tetanus/Diptheria/Pertussis (Tdap required)
  - Meningococcal vaccine
  - Polio
  - Completed and signed ADU Physical Examination Form within three months prior to the start of the program.
  - Certification in Basic Cardiac Life Support for Healthcare Providers provided by the American Heart Association. (Note: This certification must be kept current throughout the program duration.)

Program Deposit
If accepted into the Physician Assistant program, the student is expected to pay a non-refundable deposit of $500 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, or become ineligible to enroll in the program for any reason, will forfeit the
deposit. If the student is admitted to the program at a later date, he or she will be required to pay the full
deposit amount again. The professional program deposit is not transferable to another department.

Progression

The Physician Assistant program is a continuous 27 month course of study. Students will be deemed to have
achieved continuous satisfactory progress toward their degree when they:

1. Complete all scheduled courses with a grade of 3.00 or better on a 4.00 grade point scale.
2. Maintain a cumulative grade point average of 3.00 or better in all PA program coursework.

Readmission

Any student who has failed the prescribed course of study or voluntarily withdrawn from the program may
apply for reinstatement. The applicant will be required to submit a letter of intent to the Office of Enrollment
Services as well as supporting documents and fees. Reapplication does not guarantee readmission into the
program.

Completion

Adventist University of Health Sciences will consider students for graduation with the degree of Master of
Science in Physician Assistant Studies (MSPAS) when they have:

1. Met all general requirements for the MSPAS degree.
2. Completed all required courses in the Physician Assistant curriculum with a grade of 3.00 or better
   and a cumulative grade point average of 3.00 or better.
3. Successfully completed all required courses in the Physician Assistant program curriculum within 40
   months of matriculation into the program.
4. Completed a Capstone Project that has met or exceeds the standards of the University and the
   program.
5. Participated in the University Colloquium as instructed by the program.
Curriculum

Program Sequence

The following curriculum is sequential and is expected to be taken in the order listed.

Year I - Trimester I

Successful admission into the PA Program must be attained to register for this trimester.

- PHAS 501 - Introduction to the PA Profession (1)
- RELT 510 - Identity and Mission in Faith-Based Healthcare (2)
- PHAS 515 - Gross Anatomy (6)
- PHAS 522 - Pathophysiology I (2)
- PHAS 524 - Pharmacology I (2)

Total: 13 Credit Hours

Year I - Trimester II

All prerequisite course work must be completed with a minimum cumulative grade point average of "B" (3.00).

- PHAS 505 - Patient Assessment I (4)
- PHAS 512 - Clinical Medicine I (5)
- PHAS 532 - Pathophysiology II (2)
- PHAS 534 - Pharmacology II (3)
- PHAS 545 - Genetics (2)

Total: 16 Credit Hours

Year I - Trimester III

All prerequisite course work must be completed with a minimum cumulative grade point average of "B" (3.00)

- PHAS 506 - Patient Assessment II (4)
- PHAS 513 - Clinical Medicine II (6)
- PHAS 520 - Patient-Centered Healthcare I (2)
- PHAS 535 - Clinical Research Methods (2)
- PHAS 560 - Healthcare Disparities (3)

Total: 17 Credit Hours

Year I - Trimester IV
All prerequisite course work must be completed with a minimum cumulative grade point average of "B" (3.00)

- PHAS 514 - Clinical Medicine III (5)
- PHAS 521 - Patient-Centered Healthcare II (2)
- PHAS 540 - Clinical Correlations (4)
- PHAS 550 - Emergency Medicine (2)
- PHAS 570 - Medical Procedures (3)
- PHAS 599 - Clinical Orientation (1)

Total: 17 Credit Hours

Year II - Trimester I

All course work performed during Year I must be completed with a minimum cumulative grade point average of "B" (3.00) in order to progress to Year II.

- PHAS 600 - Clinical Rotation 1 (4)
- PHAS 610 - Clinical Rotation 2 (4)
- PHAS 612 - Capstone Preparation (2)
- PHAS 615 - Clinical Rotation 3 (4)

Total: 14 Credit Hours

Year II - Trimester II

All prerequisite course work must be completed with a minimum cumulative grade point average of "B" (3.00)

- PHAS 601 - Professional Development (1)
- RELP 610 - Role Fidelity and the Exercise of Power (1)
- PHAS 620 - Clinical Rotation 4 (4)
- PHAS 625 - Clinical Rotation 5 (4)
- PHAS 630 - Clinical Rotation 6 (4)

Total: 14 Credit Hours

Year II - Trimester III

All prerequisite course work must be completed with a minimum cumulative grade point average of "B" (3.00)

- PHAS 635 - Clinical Rotation 7 (4)
- PHAS 645 - Clinical Rotation 8 (4)
- PHAS 650 - Clinical Rotation 9 (4)
- PHAS 660 - PANCE Preparation (2)
- PHAS 680 - Summative Evaluation (1)
- PHAS 690 - Capstone Project (1)
Clinical Rotation Descriptions

Supervised clinical practice is paramount, as it becomes the primary focus of program Year II. By the completion of the program, each student will have completed clinical rotations in primary care, internal medicine, pediatrics, women's health, emergency medicine, general surgery, and behavioral health/psychiatry. In addition, students will have completed two clinical elective rotations in the medical field of their interest, appreciating numerous opportunities to care for patient populations in underserved areas. The ADU PA program Clinical Director assigns all students to their respective clinical rotations. Rotation assignment and order of focus or specialty is predicated on preceptor and/or clinical site availability.

Primary Care Clinical Rotation

This 4 week clinical rotation will focus on primary care medicine. This rotation may include family practice and rural healthcare settings. The student will learn about evaluation, diagnosis and therapeutic planning related to a variety of acute and chronic illnesses and injuries. Students will develop their skills in dealing with patients and patient education.

Internal Medicine Clinical Rotation

This 4 week clinical rotation focuses on the practice of internal medicine. Students will have the opportunity to deal with a variety of complex adult acute and chronic diseases and discover best practice methods for diagnosis and treatment of these issues.

Pediatric Clinical Rotation

This 4 week rotation will focus on pediatric patients. Students will learn about this specialty of medical practice and how to differentiate presentations in the pediatric population from those in an adult population.

Women's Health Clinical Rotation

This 4 week clinical rotation exposes students to the practice of women's health. Students will learn about evaluation and treatment of a variety of gynecologic and obstetrical problems as well as other issues which are specific to women.

Emergency Medicine Clinical Rotation

In this 4 week rotation, students will experience a wide variety of clinical presentations common in emergency medicine practice. Students will learn methods for determining critical versus noncritical
presentations and methods of patient stabilization. Students will have the opportunity to apply many of the procedures and techniques learned in their medical procedures course.

General Surgery Clinical Rotation

This 4 week rotation introduces students to practical concepts and principles in surgery. The students will have the opportunity to interact with surgeons in a variety of surgical cases and to explore a range of surgical therapeutics.

Behavioral Health/Psychiatry Clinical Rotation

In this 4 week rotation, students will have the opportunity to participate in the evaluation and treatment of patients with a variety of behavioral and psychiatric conditions. Students will gain knowledge about the intricacies of psychiatric illness through active involvement in the diagnosis and management of patients.

Clinical Elective Rotation I

This 4 week rotation is structured to provide the student with clinical experience in the primary care area of personal interest. The program reserves the right to design an individualized curriculum for the student to provide enhancement of knowledge and to facilitate student performance at a higher level of supervised practice.

Clinical Elective Rotation II

Students will participate in a 4 week rotation in a medical specialty or subspecialty of their personal interest. Students in good standing will also have the opportunity to participate in a medical mission field project that will be arranged through the University. For this rotation, the program will design an individualized curriculum to ensure a safe and positive learning experience.
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Ness Café & Bookstore Manager

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B.S.N., M.S.N., University of Florida; R.N.

Benjamin Webb, Instructor, R. A. Williams Library  
B.A., University of California, Santa Cruz.

Leslie Whalley, Instructor, Department of Radiologic Sciences RT(R)  
B.S., Florida Gulf Coast University.

Marika K. Whitaker, Instructor, Department of Nursing  
B.S., M.S., University of Phoenix; R.N.

Donald E. Williams, Professor, Assistant to the President  
B.A., M.Div., Andrews University; Ph.D., Purdue University.
**Darin Wolfe**, Department of Physician Assistant
B.S., Miligan College; M.D., University South Carolina.

**Professional Faculty**

Althiea Farrell, M.S.
Michael Lay, M.A.
Jessica Lower, M.Ed.
Judith Shamp, M.Ed., M.A.
Sagrika Sahu, M.S.

**Adjunct Faculty**

Liz Anderson, M.B.A.
Tomas Bennett, M.A.
Manish Bhatt, M.B.A.
Holly Bostick, B.S., RDMS
Donna Burske, M.Div.
Bethany Coz, M.S.
Stephen Deans-Zirattu, M.A.
Lori Engel, M.Div.
Ted Hamilton, M.D.
Ryan Jarnis, M.S.
Barbara Jones, Ph.D.
Kathryn Kuntz, M.Ed., RT(R), RDMS, RVT
Santosh Madhavan, M.Sc., M.A.
Jerry Merrell, M.D.
Roland McKenzie, Ed.D.
Kelly Moore, M.A.M.S., M.B.A.
Steven Paquet, M.S.
Tammy Stearns, M.S., RT(R), RDMS, RVT
Therese Stutz, M.N.
Susan Talley, M.P.H.
Rilla Taylor, Ed.D.
Elizabeth Thazhmon, M.B.B.S.
Michael Tran, M.S., C.R.N.A.
Seemi Umani, M.B.B.S., M. Phil.
Laurie Wenzel, M. S.

Clinical/Adjunct Faculty

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z |

Hector Acosta, RDMS
Vicki Acosta, RDMS
Jody Adams, RDMS, RVT
Shahla Adinehee, RDCS, RVT
Ladan Aghajan, RDCS, RVT
Penny Allen, RDMS
Haydemary Almanza, RDMS
Hilda Angula, RDMS
Jennifer Applegate, RDMS, RDCS, RVT
Debbie Asencio, RDCS
Kelly Bany, RDMS
Jona Barker, RCS
Becky Bartkovich, RDMS
Caroline Bartlett, RCS, RVS
Don Bass, RCS
Alex Baumann, RDCS, RVT
Kelly Beard, CCT, RCS, RVS
Hakan Beden, CNMT
Nicole Bedingfield, RDCS, RVT
Terry Bigelow, RDCS, RVT
Terrie Bleck, RDCS
Erica Boop, RDMS
Art Bowman, RPh
Rob Bradley, RCS, RVS
Angie Brandt, RDMS
Natalie Brayton, RDCS, RVT
Cassia Brewer, RDCS, RVT
Paula Bridwell, RDMS, RDCS, RVT
Rachel Brown, RDMS
Jennifer Brueckner, RDMS
John Bryant, RT (R)
Rhonda Busch, CMD
Jennifer Campbell, RDMS
Shantel Carubba, RDMS
Ken Cashon, M.S.
Anthony Castellucci, RT (R)
Alexis Cauthen, RDCS, RVT
Megan Chesnut, CNMT
Debra Celi, RDCS, RVT
Kayla Colon, RDMS
Jeanette Conklin, RT (R)
Crystal Correa, RDMS
Rebecca Counts, RDMS
Margaret Couture, RDCS, RVT
Elizabeth Crawford, RDCS
Christine Heenan, RDMS, RDCS, RVT
Jill Henderson, RDMS
James Hewitt, RDCS, RVT
Ann Hoffman, RDMS
Marianne Holland, RDMS
Kristen Holmes, RT, RDMS, RDCS
Terrin Horton, RDMS
Victoria Hough, RT (R)
Madeline Howard, CNMT
Sara Hueneke, RDMS
Grace Hyde, RDMS
Russell Jack, CNMT, RT (N)
Jennifer Jacky, RDMS
Douglas Jackson, M.D.
Nadej Jean-Baptiste, RDMS
Judith Jennings, RDCS, RVT
Cindy Johnson, RDMS
Ben Jones, RDCS, RVT
Sara Justice, RDCS, RVT
Lauren Kaczor, RDMS
Lisa Kallenbach, RDMS
R. Tanya Katsevich, RT (R)
Heather Kawala, CNMT
Ryan Kzmierczak, PharmD, RPh
Cynthia Keener, RDMS
Kelly Kester, RDMS, RVT
Anne Renskers, RDCS, RVT
Mary Reynolds, CNMT
Lori Robarge, RT (R)
Lynsie Roberts, RDMS
Danielle Rodriguez, RDMS
Sonya Ross, RDMS
Dana Salmons, RDMS
Andrianne Sanabria, RDMS
Stacy Sanchez, RDMS
Shirley Santiago, RDMS
Christine Schenck, RDCS
Christopher Scott, RDMS
Claudia Selman, RDCS, RVT
Gayle Sibat, CNMT
Carey Smith, RDCS, RVT
Marie Smith, RDMS, RDCS, RVT
Kevin Snider, RDMS, RDCS, RVT
Robert Sollaccio, M.D.
Misty Sons, CNMT
Melissa Souders, CNMT
Melissa Spagnuolo, RDMS
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Brandon Stephens, RT (R)
Beverly Stevens, M.P.H.
Nancy Stout, RT, RDMS
Brian Sunderland, RVT, RDCS
Perri Swenson, RDCS
Pam Szczesniak, RDMS
Annette Temkey, RDCS, RVT
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Diana Thompson, CCT, RCS, RVS
Sharon Thorne, RDMS, RDCS, RVT
Magnolia Toirac, RDMS
Tonya Tomes, RDMS
Noel Torres, RDMS
Rubenia Toruno, RDMS
Monica Trefonas, RDMS
Jeanine Trexler, RDMS
Alena Trujillo, RDMS
Johanna Van Rijsewijk, RDMS
Aimee Vargas, RDMS
Briana Veray, RDCS, RVT
Donna Wall, RDMS, RVT
Tara Ware, RDCS, RVT
Chris Warner, M.S.
Kelly Warnock, RDCS
Burkhard Weppelman, M.D.
Katherine Western, RDMS
Angie White, RDMS, RVT
Beth Whyte, RDMS
Gene Will, RT(N)
Angela Williams, RT (R)
Judith Williams, RDMS
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

ACCT 221 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. (Spring, Summer)

ACCT 520 - Managerial Accounting for Healthcare (3)

This course introduces a business-management approach to the development and use of accounting information, focusing on internal reporting, planning operations, policy formation, and decision-making in healthcare organizations. Topics include: cost classification, cost behavior, C-V-P analysis, cost allocation, analysis for tactical decision-making, cash and operating budgets, capital budgeting, performance measurements and evaluation, including variance analysis and responsibility accounting.
ACCT 530 - Advanced Managerial Accounting (3)

This course builds on a business-management approach to the development and use of accounting information, focusing on internal reporting, planning operations, policy formation, and decision-making in healthcare organizations. Topics include: cost classification, cost behavior, C-V-P analysis, cost allocation, analysis for tactical decision-making, cash and operating budgets, capital budgeting, performance measurements and evaluation, including variance analysis and responsibility accounting.

Biology

BIOL 91 - 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, Summer)

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 101C - 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)
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 102C - Anatomy and Physiology II and Lab (4)

*Prerequisites:* BIOL 101C  
Online course available only for the students enrolled in online degrees. BIOL 101 and BIOL 101L or BIOL 101C. 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)

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 103 - Biological Concepts (3)

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)

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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 144C - Sectional Anatomy (3)

*Prerequisites:* BIOL 102C
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)

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 201 - Kinesiology (3)

Prerequisites: BIOL 101, BIOL 101L
This is an introductory course in the study of human movement and exercise. Topics will include the biomechanics, physiological, and neurological foundations of movement in the context of activity.

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 225C - Principles of Microbiology (4)

Prerequisites: BIOL 102C
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. (Spring)

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 301 - Exercise Physiology (3)

Prerequisites: BIOL 101 and BIOL 101L, BIOL 102 and BIOL 102L.
This course reviews the muscle cell anatomy and physiology and examines the physiologic responses to various types of exercise (endurance, strengthening) and the systems involved (musculoskeletal, cardiovascular, pulmonary, renal, endocrine, metabolic). The thermoregulatory system and the effects on the environment, as well as the physiological responses based on the influence of age, genetics, and culture on resting measurements and responses to activity are also examined. Adaptations to regular exercise of various types and to diminished activity as well as the effect of nutritional intake are studied. Basic principles of exercise testing, assessment and interpretation of measurements of body composition, and exercise prescription to improve cardiovascular fitness are also discussed. (Spring, Summer)

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, Summer)

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, Spring, Summer)

**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. (Summer)

**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. (Fall)

**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. (Fall)

**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. (Fall, Spring)

**BIOL 515 - Gross Musculoskeletal Anatomy for the OT (4)**

This course focuses on the macroscopic structures related to the muscular and skeletal systems of the body. Students will participate in human cadaver labs in order to integrate knowledge of the body into concepts of occupational therapy practice.
BIOL 515L - Gross Musculoskeletal Anatomy for the OT Lab (0)

BIOL 521 - Advanced Anatomy and Physiology (3)

This course includes advanced studies of human anatomy and physiology of the cell and muscular, cardiovascular, pulmonary, neurological, renal, hepatic, and endocrine systems. Emphasis is placed on feedback mechanisms, homeostasis, assessment, and intervention. This serves as a basis for understanding pathophysiology of these systems and associated anesthesia implications.

BIOL 522 - Advanced Pathophysiology (3)

This course examines advanced human pathophysiology of the cell and muscle, cardiovascular, pulmonary, neurological, renal, hepatic, immune, hematological, musculoskeletal, gastrointestinal, and endocrine systems. Mechanisms of disease-state manifestations at the cellular, organ, and system levels are explored. Anesthetic implications are highlighted.

BIOL 712 - Applied Human Physiology (2)

This course provides the basic physiological mechanisms of human body function and physiological integration of the organ systems to maintain homeostasis. The emphasis is on basic principles with a focus on concepts and problem solving skills. This knowledge allows students to form a general understanding of how the body functions in health and disease.

BIOL 715 - Gross Anatomy (5)

Prerequisites: Admission to the ADU DPT Program.

This course examines gross human anatomical structure and function with emphasis on the musculoskeletal, circulatory, and peripheral nervous systems. Laboratory includes cadaver dissection, prospected material, and paper and anatomical models to facilitate the integration of knowledge of the body into concepts of physical therapy practice. Clinical correlation is also emphasized through the use of case studies. Diagnostic images are introduced for selected anatomical regions.
BIOL 722 - Clinical Pathophysiology (4)

This course reviews the principles of human physiology and examines the pathologic processes that alter the human body's lines of defense and resistance to disease. The course provides the student with an understanding of structural adaptations and functional responses of cells, tissues, organs, and systems. The student relates clinical manifestations of pathophysiologic changes to the practice of physical therapy.

BIOL 822 - Clinical Pathophysiology II (2)

Prerequisites: Successful completion of all DPT Program coursework in prior terms.

This course reviews the principles of human physiology and examines the pathologic processes that alter the human body's performance. The course will provide the student with an understanding of structural adaptations and functional responses of cells, tissues, organs, and systems, specifically the cardiovascular, pulmonary, renal, hepatic, hematological, gastrointestinal, endocrine, and integumentary systems. The student will develop the ability to relate clinical manifestations of pathophysiologic changes as they apply to the physical therapist.

BIOL 823 - Pharmacology (1)

This course introduces contemporary pharmacology, including an overview of basic pharmacokinetic and pharmacodynamic principles with special emphasis on the influence of medications on function and rehabilitation. The physical therapists role in recognition of adverse effects or interactions of pharmacological substances is emphasized.

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
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 bimolecular 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. (Fall, 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 152 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. (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.
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.

Diagnostic Medical Sonography

**DULT 111 - Patient Care for the Health Sciences (2)**

This course provides the student 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 with 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.

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.

IMAG 328 - Pathophysiology (4)

Prerequisites: BIOL 144C, ENGL 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).
**IMAG 335 - Fundamentals of Vascular Sonography (4)**

*Prerequisites: BIOL 144C, ENGL 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.

**IMAG 345 - Diagnostic Imaging (3)**

*Prerequisites: BIOL 144C, ENGL 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.

**IMAG 351 - Introduction to Educational Methodology (3)**

*Prerequisites: ENGL 101, ENGL 102, ENGL 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.

**IMAG 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.

**IMAG 485 - Medical Imaging in the Digital Environment (3)**

*Prerequisites: BIOL 144C*

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.

**IMAG 490 - Case Studies in Healthcare (3)**

*Prerequisites: HTSC 343, HTCA 354, MKTG 385, FNCE 388, IMAG 345, IMAG 351, IMAG 400, SONO 441, SONO 447, IMAG 485, IMAG 494, IMAG 495, IMAG 497, ENGL 250*

Online course available only for the students enrolled in online degrees. Another prerequisite is IMAG 335 or IMAG 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.

**IMAG 494 - Issues and Trends in the Healthcare Arena I (3)**

*Prerequisites: BIOL 144C*

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.
IMAG 495 - Issues and Trends in the Healthcare Arena II (3)

Prerequisites: BIOL 144C
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.

IMAG 497 - Research Methods in Allied Health (3)

Prerequisites: BIOL 144C, ENGL 102, STAT 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.

SONO 441 - Advanced Topics in Sonography (3)

Prerequisites: IMAG 345, ENGL 101, ENGL 102, ENGL 250, STAT 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.

SONO 447 - Advanced Sonographic Specialties (3)

Prerequisites: IMAG 345, ENGL 101, ENGL 102, ENGL 250, STAT 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.
Economics

ECON 250 - Principles of Macroeconomics (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. (Spring, Summer)

ECON 550 - Economics of Healthcare (3)

This course bridges the gap between traditional economics and business decision-making by demonstrating how basic economic concepts, principles, and theories can be used to illuminate various healthcare issues. Students evaluate a theoretical or empirical argument relating to healthcare by conducting an in-depth analysis of the structure, conduct, and performance of the markets for physician, hospital, pharmaceutical and long-term care services. The course will include demand theory and estimation, production theory, cost analysis, market structure, pricing policies, and business investment decisions.

ECON 560 - Advanced Economics of Healthcare (3)

This course bridges the gap between traditional economics and business decision-making by demonstrating how economic concepts, principles, and theories can be used to illuminate various healthcare issues. Students evaluate a theoretical or empirical argument relating to healthcare by conducting an in-depth analysis of the structure, conduct, and performance of the markets for physician, hospital, pharmaceutical and long-term care services. The course will include demand theory and estimation, production theory, cost analysis, market structure, pricing policies, and business investment decisions. Uses economic concepts and tools to examine a range of issues pertaining to healthcare and the delivery of healthcare services. Includes demand analysis, production of health services, expenditure growth, markets for hospital and physician
services and externalities. Emphasis on using economics to examine issues and solve problems at an executive level.

English

**ENGL 91 - 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 91. 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 Catalog). (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 Catalog). (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. (Fall, Spring, Summer)

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 written communications course (see the Communication Requirements section in the Academic Catalog).

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 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. (Fall, Summer)

FNCE 521 - Healthcare Financial Management (3)

This course is an introduction to financial management with emphasis in healthcare organizations, healthcare payment systems, financing and investment decisions, financial planning, analysis, and control. Students will use a variety of analytical procedures to assess the financial condition and performance in healthcare organizations. Topics include: third-party payer system; time value of money; financial risk management and required return; debt, equity, and lease financing; cost of capital and capital structure; capital budgeting and risk analysis; financial condition analysis and forecasting; working capital management, capitation, risk sharing, pay for performance, and consumer-directed health plans.

FNCE 531 - Advanced Managerial Finance (3)

This course builds on a financial management with emphasis in healthcare organizations, healthcare payment systems, financing and investment decisions, financial planning, analysis, and control. Students will use a variety of analytical procedures to assess the financial condition and performance in healthcare organizations. Topics include: third-party payer system; time value of money; financial risk management and required return; debt, equity, and lease financing; cost of capital and capital structure; capital budgeting and risk analysis; financial condition analysis and forecasting; working capital management, capitation, risk sharing, pay for performance, and consumer-directed health plans.
Fitness

**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)

**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

**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 = 45 x 0.8 = 36 clinical hours). This course meets the requirement for an oral communication course (see the Academic Catalog 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 (37.5 clock-hours) and 1.5 credit hours of clinical (67.5 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 Catalog 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**

**FNCE 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)
HTCA 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)

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. (Fall, Spring, Summer)

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)
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)

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, Summer)

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
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. (Fall, 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, 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, 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. (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, Summer)

**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)

**HTSC 513 - Healthcare Systems and Policy (3)**

This course focuses on varied roles in healthcare organizational systems. Social, political, economic, legal, ethical, cultural, leadership, marketing, organizational, and evaluation issues are covered. Healthcare providers' role in policy influence, development and implementation is also explored.

**HTSC 640 - Cultural and Ethical Considerations in Healthcare (3)**

This course enables students to analyze the basic processes of human association and interaction, including the dynamics of individual, group, and societal issues using critical thinking, ethical, and moral approaches.
HTSC 745 - Cultural, Ethical, and Psychosocial Aspects of Healthcare (3)

This course emphasizes the biopsychosocial/spiritual approach to health care and wellness by developing the physical therapist's understanding of psychosocial considerations and cultural competence. It entails the use of a systems perspective that values differences and is responsive to diversity at all levels of an organization, i.e., policy, governance, administrative, workforce, provider, and consumer/client. Physical therapy students learn to promote and support the attitudes, behaviors, knowledge, and skills necessary to work respectfully and effectively with patients and each other in a culturally diverse work environment. Students use demographics, cultural, epidemiological and clinical outcome data for racial and ethnic groups in the service area, and become informed about the ethnic/cultural needs, resources, and assets of the surrounding community. Psychosocial conditions, with an emphasis on the ways that mental health across the lifespan impacts physical health, are examined.

HTSC 840 - Cultural and Ethical Considerations in Health Care (1)

Prerequisites: Admission to the ADU DPT Program.

This course enables the students to analyze the basic processes of human association and interaction, including the dynamics of individual, groups, and societal issues using critical thinking, ethical, and moral approaches. Cultural and ethical issues are complex and often appear gray; a clear analysis of these issues allows students to make appropriate decisions and to make professional judgments and at the same time explore their own cultural awareness as well as other diverse cultures and their practices.

MKTG 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)

History

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, Summer)

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. (Fall, Spring)
Humanities

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. (Fall)

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, Spring)
Marketing

**MKTG 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. (Summer)

**MKTG 420 - Marketing and Social Media (3)**

This course takes an in-depth look at social networks, social media platforms and online advertising to offer students an advantage in many positions involving marketing, consulting and brand management both on the buyer and seller side of social media.

**MKTG 520 - Marketing and Planning in Healthcare (3)**

This course introduces students to marketing concepts in healthcare through discussions of marketing strategy, positioning and branding, program/service development, and pricing, as well as distribution and promotion. Students will learn how to conduct a situational analysis, understand the market and consumer behavior, and assess an organization's capabilities.

Mathematics

**MATH 91 - Introduction to Algebra (3)**

This course is designed for those students whose mathACT score is 16 or below, math SAT or 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 focuses on topics which include introduction to sets, mathematical logic, number theory, probability, statistics, algebra, geometry, metric system and consumer mathematics. (Fall)

**MATH 105 - Intermediate Algebra (3)**

*Prerequisites:* MATH 91, 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)

**MATH 120 - College Algebra (3)**

*Prerequisites:* MATH 105, or 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 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 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

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 Catalog).

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 Catalog).

**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 Catalog).

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 Catalog).

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 Catalog).

**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 Catalog).

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.

**OCTH 508 - Matthew 25 (1)**

This is a service learning course enabling students to contribute to mission-based clinical care. Students will participate in the University Hope Clinic under the direction of faculty clinicians offering healthcare as a ministry. Students are assessed on professionalism and participation in occupation-based client care. (Fall)

**OCTH 510 - Occupational Therapy: Foundations of a Profession (3)**

This course is an exploration of occupational therapy theories and frames of reference, including the profession's history, tenets, and professional roles for varied practice settings. Experiences address regional and global healthcare needs and the application of critical reasoning for offering evidence-based client and family-centered care for diverse populations.

**OCTH 512 - Research I: Evidenced-Based Practice (3)**

This course is designed to give students an overview of quantitative and qualitative research processes. Students explore principles of research design, measurement, data collection, sampling, and data analysis through critical examination of published studies. Principles of evidence-based practice are incorporated in order to assess the state of the science and direct decision-making in specialty healthcare practice.
OCTH 516 - Occupation: An Essential for Life (2)

This course offers in-depth exploration and synthesis of human occupation. Emphasis is placed on students understanding the complex and highly interactive components of how, why, and when people engage occupation.

OCTH 520 - Applied Kinesiology (3)

This course includes a comprehensive study of movement. An application of the biomechanical frame of reference to evaluate force, torque, range of motion, strength, endurance, sensation, and edema is included. Laboratory experiences include the analysis of movements and performances of functional tasks/occupations.

OCTH 525 - Wellness Across the Lifespan (2)

Exploration of health and wellness in occupational therapy practice, focusing on needs of individuals and community. Emphasis is placed on increasing students' understanding and appreciation of occupational therapy's role in improving patient and society health and wellness. In addition, students will participate in a personal journey of health and wellness during the trimester utilizing on the CREATION Health model.

OCTH 527 - Fieldwork IA (1)

This course includes a practice rotation (fieldwork) to provide the opportunity to apply the knowledge, skills, and values learned in the first graduate occupational therapy semester. The course examines various healthcare disciplines and roles within the practice settings. Experiences include working with clients and their families to determine appropriate needs, assessments, and goals, and to identify evidenced-based interventions that will effectively address those needs. Healthcare documentation is also included. The experience includes analyses and application of OT models of practice, standards of practice, and ethics.
OCTH 528 - Matthew 25 (1)

This is a service learning course enabling students to contribute to mission-based clinical care. Students will participate in the University Hope Clinic under the direction of faculty clinicians offering healthcare as a ministry. Students are assessed on professionalism and participation in occupation-based client care.

OCTH 530 - Mental Health Practice (3)

This course includes critical reasoning for assessments and interventions for clients’ mental health needs. The course explores the use of individual and group interventions and examines current evidence for mental healthcare within community and healthcare settings. The occupational impact of mental illness for the individual, various cultures, and society is analyzed. Didactic and laboratory experiences are included for needed leadership and management of complex behaviors.

OCTH 535 - Neuroscience Applications for OT (3)

This course analyzes current neuroscience evidence and the implications for occupational therapy assessment and intervention. Classroom and laboratory experiences critically examine principles of neuroanatomy, neurophysiology, neurosensory systems, neurobehaviors, cognition, and motor control. Application of current models for neuro-rehabilitation are included.

OCTH 540 - Applied Clinical Skills (3)

Using current evidence, the course examines and teaches basic clinical skills necessary to promote optimum occupational performance. Case-based scenarios and practical application are used to enhance student understanding and integration of knowledge and techniques through critical reasoning.

OCTH 547 - Fieldwork IB (1)

This course focuses on practice experiences including the application of the knowledge, skills, and values learned in the second semester, including mental health services, cognition, behavioral management principles, group programming, and leadership.
OCTH 558 - Matthew 25 (1)

This is a service learning course enabling students to contribute to mission-based clinical care. Students will participate in the University Hope Clinic under the direction of faculty clinicians offering healthcare as a ministry. Students are assessed on professionalism and participation in occupation-based client care.

OCTH 559 - Topics in Occupational Therapy ((1-2))

Permission of the department chair is required for enrollment in this course. This course provides the student an opportunity to explore a specific area of OT practice with greater depth than would be covered in the OT core curriculum.

OCTH 560 - Community Outreach (3)

This course addresses program development and applies occupational therapy services within the community and emerging practice settings. Content includes developing needs assessments, designing programs, identifying potential funding services, and establishing benchmarks. The designed program will be implemented with follow-up program evaluation. Experiential learning experiences will take place within communities and/or contemporary practice settings.

OCTH 565 - Assistive Technologies (3)

This course includes the design and use of assistive technologies, adaptations, and environmental modifications to enhance performance, safety, and independence. Learning experiences include the client and family in the assessment, design, selection, and use of technologies, adaptations, and modifications. Content includes fabrication of technologies and adaptations. Communities and practice settings are analyzed for accessibility, needed modifications, and compliance to legal requirements.

OCTH 570 - Geriatric Practice (3)

This course is a critical examination of current evidence regarding healthcare needs and interventions for the elder population. The course explores a continuum of care model for effective services for the older adult population. Services include promotion of wellness and illness models of intervention, leisure adaptations,
and neurocognition. Experiences include implementing wellness programs and OT's services in adult day care centers, assistive living, long-term care, home health, hospice, and community-based programs. Liability, reimbursement, advocacy, and ethics issues are included.

**OCTH 575 - Research II - Research Design (2)**

This course includes advanced exploration of a research topic or capstone project. Learning experiences include a critical review of research methods, instrumentation, and study designs appropriate for the selected capstone. Critical examination of qualitative and quantitative designs and methods of analyses and their application in healthcare studies are included. Working with a research mentor, the students choose a research/capstone project and related design.

**OCTH 577 - Fieldwork IC (1)**

This course applies the knowledge, skills, and values taught within the third semester course in an assigned setting that addresses the needs of older adults. Students are to identify client needs, select the appropriate assessments, and establish client-centered goals and interventions. The role of the OT and other healthcare providers is analyzed. Guidelines for documentation, reimbursement, ethics, and liability issues are included. Students will build on their interpersonal skills to foster professional behavior in the clinical setting.

**OCTH 605 - Analysis of Occupational Performance (1)**

This course focuses on the ability to perform task, activity, and occupational analysis in order to determine therapy intervention strategies. Students will engage in the use of adaptation methods and modification of environments for facilitating occupational performance.

**OCTH 610 - Pediatric Practice (3)**

This course includes experiences to determine the needs of children and adolescents utilizing evidence-based assessment and intervention methods. Learning experiences include the application of critical reasoning within a variety of settings. Experiences synthesize the roles of an occupational therapist and other healthcare providers, as well as integration of professional standards of practice, ethics, advocacy, outcome
assessments, liability, documentation, and reimbursement of services. Experiences critically analyze the influence of culture and spirituality in the provision of care.

**OCTH 615 - Physical Disabilities Practice (3)**

This course addresses working with adult clients and their families to collaboratively determine the needs, evidence-based assessments, and interventions to address impairments, injuries, or illnesses. Experiences include models of practice addressing orthopedic, neurological, cardiovascular/pulmonary, and general healthcare needs. The roles of an occupational therapist and other healthcare providers, as well as professional standards of practice, ethics, advocacy, outcomes assessment, liability, documentation, and reimbursement of services are synthesized. The influence of culture and spirituality in the provision of the most appropriate care is analyzed.

**OCTH 620 - Physical Agent Modalities and Orthoses (3)**

This course includes the application of adjunctive methods to enhance a client's occupational performance. Case-based application of physical agent modalities is evaluated, including contraindications and safety. The design, fabrication, and care of orthoses are explored in context. Client- and family-education in the care and usage of orthoses and prostheses is included. Professional roles, documentation, reimbursement, safety, and liability are also investigated.

**OCTH 625 - Applied Research III - Data Compilation (2)**

This course advances the development and completion of the assigned research/ capstone project. Data collection and analysis will be advanced under the direction of the graduate research mentor.

**OCTH 627 - Fieldwork ID - Adults (1)**

This course focuses on fieldwork experience, including adult practice fieldwork experiences, allowing learners to analyze, evaluate, and synthesize the information learned in the fourth trimester. Students are to identify client needs, select the appropriate assessments, and establish client-centered goals and interventions. The roles of OT and other health providers are analyzed. Documentation, reimbursement, ethics, and liability are
critically examined. Included is the application of the knowledge, skills, and values learned in the fourth trimester graduate occupational therapy didactic coursework.

**OCTH 631 - Specialty Practice Areas (3)**

This course includes professional development in the knowledge, values, and skills for specialty areas of treatment, including upper extremity and hand rehabilitation, low vision, ergonomics and work roles, dysphagia, driving rehabilitation, lymphedema, sensory integration, and vestibular rehabilitation. Exploration of the provision of these services and the role of the OT in private, community, industrial, and physician practice settings are included. Service provider, consultant, and program designer roles are explored.

**OCTH 636 - Pediatric Practice: School Systems (2)**

This course includes critical application of the roles and evidence-based services provided by occupational therapy within the school setting. The role of OT and OTA and other school-based team members, including parents, guardians, and teachers, is explored. Evidence-based interventions are critically examined. Regulatory guidelines, documentation, IEPs, equipment, and accessibility issues are covered. Professional leadership, advocacy, ethics, liability, and supervision are included. The profession's services to enhance educational outcomes are analyzed.

**OCTH 641 - OT Leadership (3)**

This course includes applied advocacy, management, supervision, and leadership projects. Development of a professional practice, that includes a mission, a vision, strategic and business plans, policies and procedures, job descriptions, performance benchmarks, and appraisal methods, is covered. Also included are related interviews, supervision, and leadership models. Trends in healthcare systems, management principles, promotion and marketing, liability, consultation, advocacy, and consulting roles are explored. Development of advancement plans, including goals for advanced practice certifications and fieldwork supervision, are included.
OCTH 667 - Fieldwork IE - Peds/School Systems (1)

This course focuses on fieldwork experience that includes pediatric practice experiences in healthcare settings. Experiences include analyses, evaluation, and synthesizing the OT process for children and adolescents. Students are to identify client needs, select assessments, and establish client-centered goals and interventions. The roles of OT and other health providers are analyzed. Guidelines for documentation, reimbursement, ethics, and liability issues are included. Evidence-based service delivery that is client- and family-centered and culturally and spiritually appropriate is developed.

OCTH 670 - Professional Seminar (1)

This course uses critical analyses of professional entry competencies for the occupational therapists, including certification and licensure responsibilities. A tripartite programmatic review is conducted. Experiences focus on critical appraisal of components of a program evaluation, including educational, employment, certification results, fieldwork, research/scholarship success, and service/community outreach outcomes. Evaluation data will be critically examined with developed improvement plans captured in a strategic planning process.

OCTH 677 - Fieldwork IIA (6)

This course, the Level II Fieldwork experience, is provided to strengthen the didactic learning experiences of the curriculum. The student's professional service delivery of client services under supervision is evaluated. Experiences are selected for the quality and compatibility with the institution's curriculum design. Application of the didactic and Level I fieldwork knowledge, skills, and values are enhanced with client-centered services, including professional mentorship and role modeling.

OCTH 680 - Research IV - Dissemination (1)

This course is a culminating research experience that includes the delivery of a professional presentation of a defense of the research/capstone project results and implications for OT practice.
OCTH 687 - Fieldwork IIB (6)

This course, the Level II Fieldwork experience, is provided to strengthen the didactic learning experiences of the curriculum. Students' professional service delivery of client services under supervision is evaluated. Experiences are selected for the quality and compatibility with the institution's curriculum design. Application of the didactic and Level I fieldwork knowledge, skills, and values is enhanced with client-centered services, including professional mentorship and role modeling.

Physics

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 it 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 work 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, Summer)

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, Summer)

**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 work 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. (Fall, 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. (Fall, 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

**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. (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 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. (Fall, Spring, Summer)

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.

PSYC 701 - Psychosocial Aspects of Healthcare (1)

Prerequisites: Successful completion of all DPT Program coursework in prior terms.
This course examines emotional reactions to disability, psychosocial aspects of disability as they relate to patient-physical therapist interaction; specific problems of the angry, non-compliant, or chronic pain patient; complementary roles of other health professionals; cultural competence applied to one's own professional behavior and in patient treatment; importance of holistic health care.
Radiologic Sciences

ANGI 320 - Angiographic Procedures I (3)

This course includes topics on equipment and instrumentation, patient care, as well as thoracic, abdominal and venous access interventional procedures.

ANGI 330 - Clinical Education I (3)

This course provides an introduction into the angiography suite, basic sterile technique, and exploration of interventional procedure protocol. This course comprises active clinical participation and demonstrated competency.

ANGI 340 - Clinical Education II (3)

Prerequisites: ANGI 320 Angiographic Procedures I
This course includes clinical participation and competency in a primary role which includes preparation of supplies and maintenance of equipment, administration of medications as required, patient monitoring, procedure management, image processing and evaluation.

ANGI 360 - Angiographic Procedures II (3)

Prerequisites: ANGI 320 Angiographic Procedures I
This course includes topics on neurologic, genitourinary, gastrointestinal, peripheral and dialysis management interventional procedures.

ANGI 420 - Vascular Interventional Review (3)

Prerequisites: ANGI 360 Angiographic Procedures II
Provides a comprehensive review of VI in preparation for the National Certification Examination. Numerous simulated registry examinations will be administered during the course.
**IMAG 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.

**IMAG 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.

**IMAG 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.

**IMAG 490 - Case Studies in Healthcare (3)**

*Prerequisites:* HTSC 343, HTCA 354, MKTG 385, FNCE 388, ENGL 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!
**IMAG 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.

**IMAG 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.

**RADS 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.

**RADS 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.

**RADS 371 - Physics and Instrumentation of Computed Tomography (3)**

*Prerequisites: BIOL 144C*

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.

**RADS 372 - Computed Tomography Imaging Procedures (3)**

*Prerequisites:* RADS 371, BIOL 144C  
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.

**RADS 373 - Computed Tomography Pathology and Case Studies (3)**

*Prerequisites:* RADS 372, BIOL 144C  
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.

**RADS 381 - Physics and Instrumentation of MRI (3)**

*Prerequisites:* BIOL 144C  
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.

**RADS 382 - MRI Imaging Procedures (3)**

*Prerequisites:* RADS 381, BIOL 144C  
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.
RADS 383 - MRI Pathology and Case Studies (3)

Prerequisites: RADS 382, BIOL 144C
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.

RADS 420 - Advanced Procedures and Technology in CT (3)

Prerequisites: RADS 371, RADS 372, RADS 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 software innovations, and post-processing techniques. Advanced imaging procedures, such as CT-guided biopsy, calcium scoring, and PET/CT, will also be covered.

RADS 425 - Computed Tomography Registry Review (3)

Prerequisites: RADS 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.

RADS 430 - Advanced Procedures and Technology in MRI (3)

Prerequisites: RADS 381, RADS 382, RADS 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 software innovations, and dynamic imaging. Special procedures and techniques, such as diffusion/perfusion scanning, spectroscopy, and MRI, will also be discussed.

RADS 435 - MRI Registry Review (3)

Prerequisites: RADS 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.
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

**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 health practice, 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)

RELP 102 - 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)

RELP 103 - 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)
RELP 142 - 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)

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)

RELP 510 - Spirituality, Health, and Wholeness (3)

RELP 610 - Role Fidelity and the Exercise of Power (1)

RELP 800 - Identity and Mission Experience (1)

This course offers a service-learning experience outside of the United States where personal and professional identity and mission are challenged by exposure to different cultures, resources, and experiences, encouraging growth and awareness of the needs of the international community. This course culminates in a physical therapy needs assessment integrating findings from this experience or other product agreed upon between faculty and student through a learning contract.

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RELP 810 - Role Fidelity and the Exercise of Power (1)

This course places emphasis on the biblical perspective of servant leadership in the use of authority. Issues include the recognition of boundaries in personal relations within the workplace and balancing role fidelity with personal integrity. This course includes the completion of volunteer service/participation hours in three settings: professional community, community service, and the Hope Clinic. The service-learning experience in the Hope Clinic is under the direction of faculty clinicians.

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 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)

RELT 510 - Identity and Mission in Faith-Based Healthcare (2)

RELT 610 - Role Fidelity and the Exercise of Power (1)

RELT 710 - Identity and Mission in Faith-Based Healthcare (2)

This course explores the relationship between spirituality and healthcare delivery. Emphasis is placed on viewing the patient and the caregiver from the perspective of persons made in the image of God and as children of God. Students will implement sustainable practices to maintain personal well-being based on
CREATION Health. Students will integrate experiential knowledge in spiritual care giving, including active listening and presence. Topics may include: diverse religious perspectives on wellness, illness, and suffering, the relationship between spirituality and the mind and body, the role of faith-based healthcare, and select bioethical issues involving whole patient care. Additional requirements for those students in the RELT 710 course include the identification, selection, and submission of opportunities for completion of the required experiences for RELP 800 and RELP 810. Resources required to complete each must be identified and submitted.

**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**

**NRSG 315 - Concepts of Professional Nursing for RNs (4)**

*Prerequisites:* CHEM 111, CPTR 105, ENGL 101, ENGL 102
*Corequisite:* CHEM 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). NRSG 315 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). Course meets the requirement for a written communication course (see Communication Requirements in the Academic Section of the Academic Catalog).
NRSG 326 - Concepts of Professional Nursing (3)

Prerequisites: CHEM 111, CPTR 105, ENGL 101, ENGL 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/NRSG326 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 Catalog).

NRSG 335 - Health Promotion and Assessment for RNs (3)

Prerequisites: NRSG 315

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 Catalog).

NRSG 336 - Pathopharmacology for RNs (4)

Prerequisites: NRSG 315

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 Catalog).
NRSG 345 - Theoretical Foundation of Practice (3)

Prerequisites: NRSG 315
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 Catalog).

NRSG 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.

NRSG 365 - Nursing Informatics for RNs (2)

Prerequisites: NRSG 315
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 Catalog).

NRSG 366 - Nursing Informatics for RNs (3)

Prerequisites: NRSG 315
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 Catalog).

NRSG 450 - Community Health: Individuals and Groups for RNs (3)

Prerequisites: NRSG 315

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 Catalog).

NRSG 451 - Community Health Practicum for RNs (3)

Prerequisites: NRSG 315, NRSG 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 NRSG 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 Catalog).

NRSG 475 - Introduction to Nursing Research for RNs (4)

*Prerequisites:* NRSG 315, STAT 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 Catalog).

NRSG 480 - Leadership and Management in Nursing for RNs (3)

*Prerequisites:* NRSG 315

*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 Catalog).

NRSG 485 - Leadership and Management in Nursing (3)

*Prerequisites:* NRSG 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).
NRSG 490 - Health Care: Policy and Access (2)

*Prerequisites:* NRSG 315
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.

NRSG 496 - Seminar in Nursing (4)

*Prerequisites:* NRSG 315, NRSG 326, NRSG 335, NRSG 329, NRSG 336, NRSG 335, NRSG 345, NRSG 365, NRSG 366, NRSG 446, NRSG 447, NRSG 450, NRSG 451, NRSG 475, NRSG 485, NRSG 497, SLGA101. All prerequisites (all core nursing courses with NRSG 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 (NRSG prefix) except for NRSG 480 or NRSG 490. Students may take one general education or cognate course concurrently with NRSG496 within the last trimester of the program. A student who fails NRSG496 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 Catalog).

NRSG 497 - Nursing Research Methods (3)

*Prerequisites:* NRSG 326, STAT 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 Catalog).

Sociology

**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. Students 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)
SOCl 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.

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 Catalog). (Fall, Spring, Summer)

Statistics

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 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)
STAT 515 - Scientific Inquiry and Research (3)

This course is a review of research designs and scientific methods of research, including concepts of validity, reliability, and standardization leading to the systematic evaluation and application of evidence-based research. The course covers qualitative and quantitative data analyses including one-sample, correlation and regression, analysis of variance and covariance, factorial and multivariate, and nonparametric methodologies relevant to healthcare. The utilization of scientific evidence through scholarly inquiry to improve business, as well as clinical processes and ultimately patient outcome, is emphasized.

Healthcare Administration

HTCA 354 - Leadership and Organizational Behavior (3)

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.

HTCA 470 - Patient Care Management (3)

This course provides an overview on how to operate and manage a healthcare organization with the purpose of improving operational efficiencies and the quality of patient care. Students will become familiar with managing different types of health care organizations. Students will learn management techniques that impact quality of care, understand the role of governance and issues in managing ancillary services.

HTCA 480 - Human Resources Management (3)

This course examines the role of the human resource professional as a strategic partner in managing organizations. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined. Implications of legal and global environments are appraised and current issues such as diversity training, sexual harassment policies, and rising benefit costs are analyzed.
HTCA 485 - Healthcare Strategic Planning and Decision Making (3)

This course focuses on strategic planning for healthcare organizations. Students will learn to gauge their organization's readiness; how to develop strategies that align with their organization's core values; and how to involve stakeholders in the planning process. Students will also learn how to collect and analyze data to identify areas in need of improvement.

HTCA 490 - Information Systems Management (3)

This course provides an overview of the healthcare information systems industry, its history, recent developments and continuing challenges, and a practical understanding of healthcare information systems acquisition and implementation.

HTCA 503 - Information Systems Management for Healthcare (3)

This course provides the student with a basic background in the terminology, technology, electronic health record, security, accountability for care, and application of Information Systems in a healthcare setting. Meaningful case studies are considered to help take aim at today's challenges while laying the groundwork for the changes ahead.

HTCA 513 - Information Systems and Healthcare Informatics (3)

This course provides the student with a conceptual framework for database development, relational data management, use of health statistics, health indicators, confidentiality, security, and privacy in a healthcare setting. Meaningful case studies are considered to help take aim at today's challenges while laying the groundwork for the changes ahead.

HTCA 543 - Ethical and Legal Issues in Healthcare (3)

This course will expose students to the principles of business ethics as well as understanding clinical ethical dilemmas. In the process of reviewing these general principles, students will consider and develop their own prioritized values that would apply to their anticipated work in healthcare organizations. Special emphasis will be placed on the administrator's ethical and social responsibility in deciding how to allocate resources.
and deal with conflicting interests. Governance structures and audit systems will be addressed as well as ethical frameworks for decision-making. The course considers the legal obligation and responsibilities of healthcare organizations in administration. Elements of corporation, agency, administrative, and common law are covered. In addition, voluntary and government regulations of the healthcare industry are discussed. This course critically examines the major social, political, and economic forces impacting business organizations.

HTCA 554 - Leadership and Organizational Behavior (3)

This course explores the various leadership theories. The course focuses on leadership’s role and responsibilities in the maintenance and improvement of productivity, quality, and the competitive position of the enterprise. Critical issues such as employee motivation, interpersonal perception, communication, accommodation of the individual to the organization, individual career development, organizational impact on individual and group work behavior through design of work, and methods of evaluation and rewarding work effectiveness are explored. Students will assess their personal leadership styles. The areas of individual behavior, informal and formal organizational structure, and group dynamics will be related to leadership style and effectiveness in managing change. Students will also critically examine and learn conflict resolution skills.

HTCA 564 - Executive Leadership in Healthcare (3)

The course focuses on the role and responsibilities of leadership in the maintenance and improvement of productivity, quality, and the competitive position of the enterprise. Critical issues such as employee motivation, interpersonal perception, communication, accommodation of the individual to the organization, individual career development, organizational impact on individual and group work behavior through design of work, and methods of evaluation and rewarding work effectiveness are examined. Students will assess their personal leadership styles. Group dynamics and its relationship to leadership style and effectiveness in managing change will be studied to enhance conflict resolution skills.

HTCA 585 - Human Resources Management (3)

This course examines the role of the human resource professional as a strategic partner in managing today's organizations. Key functions, such as recruitment, selection, development, appraisal, retention, compensation, and labor relations, are examined. Implications of legal and global environments are appraised, and current issues, such as diversity training, sexual harassment policies, and rising benefit costs, are analyzed. The best practices of employers of choice are considered.
HTCA 589 - Quality Management and Patient Safety (3)

This course presents the basic principles and tools associated with quality management. The topics include the definition of quality and its function in health services, strategic quality planning, quality tools, customer voice, market voice, and statistical quality control. The class focuses on the specific domains of healthcare quality and patient safety. It introduces students to relevant theory, content, tools, and methods in the field of patient safety. Students will be introduced to patient safety problems and high risk contexts for error occurrence. Students will learn error theory and systems thinking, as well as methods for risk assessment and patient safety improvement. Students will be challenged to consider the roles of varied healthcare stakeholders in building a safer healthcare system.

HTCA 595 - Human Resources Strategy and Organizational Behavior (3)

This course examines the role of human resources and organizational behavior in the healthcare environment. Key functions such as recruitment, selection, development, appraisal, retention, compensation, and labor relations are examined. Implications of legal and global environments are appraised, and current issues, such as diversity training, sexual harassment policies, and rising benefit costs, are analyzed. The application of organizational behavior theory will explore the effect of behavior, job satisfaction and performance of people working in organizations. This course provides a body of knowledge and skills needed to successfully manage and lead healthcare organizations.

HTCA 605 - Health Insurance, Managed Care and Reimbursement (3)

This course looks in detail at the societal and managerial issues precipitated by how the U.S. healthcare system is financed. The course considers types of managed care arrangements, the impact of managed care on service provision, risk arrangements, capitation, and the changing relationships between patients, payers, providers, and employers. This course is designed to explore in-depth the predominant provider payment systems in the United States. The structure and function of employer-based insurance, Medicare, and Medicaid will be studied. An introduction of the basic structure, pricing, and management of financial risks by private health insurance plans and the estimation of future expenditures for public health insurance programs will be explored. The course also examines the operation of health insurance plans from both the buyer and the insurer perspectives; how health plans employ actuarial estimates to project the cost of their benefit package and determine the premiums they will charge; and methodology as it pertains to the projection of costs in public health insurance programs.
HTCA 613 - Healthcare Systems and Operations Management (3)

This course introduces students to the U.S. healthcare system, both public and private sectors, and examines the structure of the health system, current topics in healthcare reform, the policy process, and advocacy for public health. The course will develop a general managerial perspective on the role of operations management in the function of a healthcare organization, at both the tactical and strategic levels. It will offer a broad survey of concepts and techniques in managing operations, with particular emphasis on a number of major operations management issues that can significantly affect the competitive position of a healthcare organization. Topics include process analysis, information technology, operations strategy, supply chain management, and forecasting.

HTCA 623 - Healthcare Systems and Governance (3)

This course reviews the U.S. healthcare system, both public and private sectors, and examines the structure of the health system, current topics in healthcare reform, the policy process, and advocacy for public health. The course will develop a general managerial perspective on the role of operations management in the function of a healthcare organization at both the tactical and strategic levels, how their services are carried out, how resources are managed, and how regulatory powers are complied with and/or managed.

HTCA 630 - Quality Management and Patient Safety (3)

This course presents the basic principles and tools associated with quality management. The topics include the definition of quality and its function in health services; strategic quality planning; quality tools; customer voice; market voice; and statistical quality control. The class focuses on the specific domains of healthcare quality and patient safety. It introduces students to relevant theory; content; tools; and methods in the field of patient safety. Students will be introduced to patient safety problems and high risk contexts for error occurrence. Students will learn error theory and systems thinking; as well as methods for risk assessment and patient safety improvement. Students will be challenged to consider the roles of varied healthcare stakeholders in building a safer healthcare system.
HTCA 635 - Quality Management and Patient Safety (3)

This course presents principles and tools associated with quality management. The topics include the definition of quality and its function in health services; strategic quality planning; quality tools; customer voice; market voice; and statistical quality control. The class focuses on the specific domains of healthcare quality and patient safety. It introduces students to relevant theory; content; tools; and methods in the field of patient safety. Students will enhance their knowledge of patient safety problems and high-risk contexts for error occurrence. Students will learn error theory and systems thinking, as well as methods for risk assessment and patient safety improvement. Students will be challenged to consider the roles of varied healthcare stakeholders in building a safer healthcare system.

HTCA 640 - Managerial Epidemiology (3)

This course addresses the integration of epidemiology into strategic planning and managerial decision-making in health service organizations. Epidemiological principles and tools of investigation from a managerial perspective are addressed. Course work includes environmental analysis of health behaviors and lifestyle that impact demand on healthcare delivery systems. Students will evaluate models for integration of health services, preventive programs, demand management, and continuity of care policy issues.

HTCA 643 - Ethical and Legal Issues in Healthcare (3)

This course will be a comprehensive examination of principles in business ethics as well as understanding clinical ethical dilemmas. In the process of reviewing these general principles, students will consider and develop their own prioritized values that apply to work in healthcare organizations. Special emphasis will be placed on the administrator's ethical and social responsibility in deciding how to allocate resources and deal with conflicting interests. Governance structures and audit systems will be addressed as well as ethical frameworks for decision-making. The course considers the legal obligation and responsibilities of healthcare organizations in administration. Elements of corporation, agency, administrative, and common law are covered. In addition, voluntary and government regulations of the healthcare industry are discussed. This course critically examines the major social, political, and economic forces impacting business organizations.

HTCA 653 - Healthcare Policy and Politics (3)

This course's objective is to engage students in weighing both the policy and political tradeoffs raised by
health reform, while examining the formulation and implementation of health policy in the U.S. healthcare system. Emphasis is on the application of analytical contributions from health economics, scientific inquiry and research, and other policy-related disciplines to current issues in healthcare delivery, organization, and financing.

**HTCA 663 - Global Healthcare Policy and Politics (3)**

This course’s objective is to engage students in weighing both the policy and political tradeoffs raised by health reform, while examining the formulation and implementation of health policy globally. Emphasis is on the application of analytical contributions from health economics, scientific inquiry and research, and other policy-related disciplines to current issues in healthcare delivery, organization, and financing. Students compare and contrast U.S. healthcare policies to those of other nations and explore the potential applications of importing and exporting these practices to demonstrate how political, economic, social, and cultural determinants have shaped the evolution of current national, regional, and local healthcare policies.

**HTCA 680 - Strategic Planning and Management (3)**

This course applies the knowledge and techniques learned in earlier courses in an integrated fashion to the process of strategic decision-making and organizational change. The course develops the analytical and financial skills to gain competitive advantage in a dynamic business climate. Students learn how to evaluate the business environment, assess an organization’s strengths and capabilities, and decide between competing strategies. Topics considered will be the relationship of organizations to their environments, the hierarchy of organizational objectives, structured as well as informal approaches to strategic planning, the integration of business functions, organizational structure, and evaluation.

**HTCA 685 - Executive Strategic Planning and Management (3)**

This course applies the knowledge and techniques learned in earlier courses in an integrated fashion to the process of strategic decision-making and organizational change. The course develops the analytical and financial skills to gain competitive advantage in a dynamic business climate. Students learn how to evaluate the business environment, assess an organization's strengths and capabilities, decide between competing strategies, understand assessment, strategy formulation, and implementation and control.

**HTCA 690 - Healthcare Administration Capstone (3)**
This course is designed to assimilate and integrate knowledge and skills from previous coursework and field experiences. The class focuses on the key issues impacting the administration of today's healthcare organizations and explores how those issues impact the delivery of care.

**HTCA 695 - Residency (3)**

This course is designed for those who are currently in a field other than healthcare or do not have a minimum of two years' work experience in healthcare administration. Students learn to apply concepts and theories of management under the direct supervision of a practitioner as well as a faculty member. To initiate the contractual arrangements for the course, a student must meet with an MHA advisor and the appropriate faculty during the semester preceding enrollment.

**HTCA 699 - Thesis (3)**

**HTSC 495 - Internship (6)**

**Nurse Anesthesia**

**MSNA 501 - Clinical Conference I (1)**

*Prerequisites:* MSNA 531 MSNA 532 MSNA 524
This course promotes beginning synthesis of current anesthesia topics and research through review and application of current anesthesia literature to service and healthcare as ministry.

**MSNA 502 - Clinical Conference II (1)**

*Prerequisites:* MSNA 501 MSNA 533 MSNA 534 MSNA 621
This course promotes synthesis of current anesthesia topics and research through review and application of current anesthesia literature, as well as presentation and discussion of morbidity and mortality of clinical cases.

**MSNA 503 - Clinical Conference III (1)**
**Prerequisites:** MSNA 502 MSNA 622 MSNA 635 MSNA 636
This course promotes synthesis of current anesthesia topics and research through review and application of current anesthesia literature, as well as presentation and discussion of morbidity and mortality of clinical cases.

**MSNA 504 - Clinical Conference IV (1)**

**Prerequisites:** MSNA 503 MSNA 623
This course promotes synthesis of current anesthesia topics and research through review and application of current anesthesia literature as related to service and healthcare as ministry.

**MSNA 524 - Pharmacology in Nurse Anesthesia (3)**

**Prerequisites:** BIOL 521 BIOL 522 MSNA 530 MSNS 511 PHRM 523
This course examines the pharmacodynamics and pharmacokinetics of anesthetic and accessory drugs used in anesthesia practice. Receptor site physiology, mechanisms of action, factors modifying drug effects, toxicity, and indications and contraindications for use are emphasized. Principles of biochemistry are integrated.

**MSNA 530 - Introduction to Nurse Anesthesia Practice (2)**

Admission to Nurse Anesthesia Program.
This course introduces the student to basic principles of nurse anesthesia practice. Pre-operative patient assessment, anesthetic record keeping, informed consent, airway examination, anesthesia monitoring, patient positioning, ASA classification, and anesthesia techniques are explored.

**MSNA 531 - Principles of Science & Techniques for Nurse Anesthesia (3)**

**Prerequisites:** MSNA 530 BIOL 521 BIOL 522 MSNS 511 MSNS 511L PHRM 523
This course integrates principles of chemistry and physics germane to anesthesia practice. An in-depth exploration of the anesthesia machine and its components is also conducted. Students develop skills in pre-operative preparation of the anesthetizing environment and anesthesia machine check. Principles of safety and infection control are also applied.
MSNA 532 - Basic Principles & Techniques of Nurse Anesthesia Practice (4)

Prerequisites: MSNA 530
This course provides a beginning foundation for students to plan and implement nursing anesthesia care in healthy patients. Topics include: designing and implementing individualized anesthesia care plans, principles of anesthesia induction, maintenance, emergence, anesthesia complications in the healthy patient, airway management, and anesthesia for basic abdominal, orthopedic, urologic, ophthalmologic, and ENT procedures. Simulator laboratory experience, operating room observation time during June/July, and operating room clinical assignments during August are provided for students to develop beginning level airway and anesthesia management skills.

MSNA 532L - Basic Principles & Techniques of Nurse Anesthesia Practice (0)

Corequisite: MSNA532

MSNA 533 - Advanced Principles of Nurse Anesthesia (4)

Prerequisites: MSNA 531 MSNA 532 MSNA 524
This course builds upon previous knowledge for students to plan and implement nurse anesthesia care for patients with moderate pathology or those undergoing increasingly complex procedures. Topics include: regional block insertion and management, acute pain management, chronic pain management, and trauma anesthesia.

MSNA 534 - Principles of Nurse Anesthesia for Patients with Co-Existing Disease (2)

Prerequisites: MSNA 531 MSNA 532 MSNA 524
This course builds upon previous knowledge for students to plan and implement nurse anesthesia care in patients with co-existing diseases. Topics include: anesthesia for patients with neuromuscular, skeletal muscle, and endocrine diseases; noncardiac surgery in the cardiac patient; and anesthesia for patients with hematologic, psychiatric/mental, renal, and hepatic disorders.

MSNA 551 - Directed Study I (1)

One-credit directed study. Permission of the department chair is required for admission. This course provides the student with the opportunity for directed study of a particular anesthesia problem or area.
MSNA 552 - Directed Study II (2)

Two-credit directed study. Permission of the department chair is required for admission. This course provides the student with the opportunity for directed study of a particular anesthesia problem or area.

MSNA 553 - Directed Study III (3)

Three-credit directed study. Permission of the department chair is required for admission. This course provides the student with the opportunity for directed study of a particular anesthesia problem or area.

MSNA 621 - Nurse Anesthesia Clinical Practicum I (4)

Prerequisites: MSNA 524 MSNA 531 MSNA 532
During this practicum course, students are provided clinical experience in all types of anesthetic techniques. Preparation of patients and equipment, pre- and post-operative patient evaluation, planning and implementing individualized anesthesia care plans, non-invasive and invasive monitoring, and airway management techniques are emphasized.

MSNA 622 - Nurse Anesthesia Clinical Practicum II (4)

Prerequisites: MSNA 501 MSNA 533 MSNA 534 MSNA 621
During this practicum course, students are provided clinical experiences for specialized populations and surgical specialties. Clinical experiences will also include anesthesia techniques specific to acute and chronic pain management.

MSNA 623 - Nurse Anesthesia Clinical Practicum III (4)

Prerequisites: MSNA 502 MSNA 622 MSNA 635 MSNA 636
During this practicum course, students are provided with clinical experience for complex patients across the life span and critically ill populations.

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MSNA 624 - Nurse Anesthesia Clinical Practicum IV (4)

Prerequisites: MSNA 503 MSNA 623
During this practicum course, students are provided with clinical experience for complex patients undergoing complex procedures. Clinical experiences also include anesthetic techniques specific to cardiac, intrathoracic, intracranial, and transplant anesthesia.

MSNA 625 - Nurse Anesthesia Clinical Practicum V (4)

Prerequisites: MSNA 504 MSNA 624 MSNA 641
During this practicum course, students are provided with internship experiences to assist in the transition from student to full-contributing member of the anesthesia care team.

MSNA 635 - Principles of Nurse Anesthesia for Patients Across the Life Span (3)

Prerequisites: MSNA 501 MSNA 533 MSNA 534 MSNA 621
This course builds upon previous knowledge for students to plan and implement nurse anesthesia care for patients across the life span. Emphasis is placed upon the effects of age-related physiology and implications for anesthesia administration. Topics related to the special needs of pediatric, obstetric, and geriatric patients are discussed.

MSNA 636 - Principles of Nurse Anesthesia for Complex Patients and Procedures (3)

Prerequisites: MSNA 501 MSNA 533 MSNA 534 MSNA 621
This course builds upon previous knowledge for students to plan and implement nurse anesthesia care for complex patients and procedures. Emphasis is placed on the effects of moderate to severe pathophysiology and their implications for anesthesia administration.

MSNA 637 - Nurse Anesthesia Principles Review (2)

Prerequisites: MSNA 504 MSNA 624 MSNA 641
This course provides students with a general overall review of anesthesia content to aid in preparation for taking the National Certification Examination. Content review is presented through simulated experiences and computerized practice examinations so that students may identify individualized content areas requiring additional review and study.
MSNA 641 - Professional Issues in Nurse Anesthesia Practice (3)

Prerequisites: MSNA 503 MSNA 623
This course explores issues related to nurse anesthetists in the roles of educator, business manager, consultant, researcher, entrepreneur, and influencer of public policy.

MSNA 690 - Final Student Project (2)

Taken over three trimesters (5, 6, and 7) for a total of 6 credits.
This is the capstone project of the nurse anesthesia program. While students will be working on their individualized projects throughout the program, credit for project work is given in the last three trimesters of the program. Successful completion and approval of student projects are required for graduation.

MSNS 511 - Advanced Health Assessment and Diagnostics (3)

Corequisite:
During this course, students will integrate knowledge of cognitive processes and develop psychomotor skills needed for assessing health of patients across the lifespan. Health assessments involve the determination of psychomotor, developmental, nutritional, mental, and physical health status of the patient; the student also identifies appropriate diagnostic tests to assist in health assessment.

MSNS 511L - Advanced Health Assessment and Diagnostics Lab (0)

Corequisite:
Pharmacy

PHRM 523 - Advanced Pharmacotherapy (3)

This course increases the student's understanding of fundamental drug actions at the cellular level and their effects on human systems. Principles of pharmacodynamics and pharmacokinetics, receptor site physiology, toxicology, side effects, indications, and contra-indications are emphasized for each group of drugs. Emphasis is placed on the interaction between pharmacotherapy and pathophysiology.
Physician Assistant

PHAS 501 - Introduction to the PA Profession (1)

This course explores the history of the Physician Assistant (PA) profession and current trends affecting the profession. Students will gain insight into professional ethics and conduct as well as the role of a PA as a healthcare provider. Students also will be informed of professional organizations, program accreditation, employment considerations and professional liability issues.

PHAS 505 - Patient Assessment I (4)

This course introduces students to the skills of conducting a proper patient medical history and a focused and multisystem physical examination. Students will incorporate the knowledge of body system anatomy and physiology with proper use of diagnostic equipment in the performance of a complete physical examination.

PHAS 506 - Patient Assessment II (4)

Prerequisites: PHAS 505

All prerequisites must be completed with a minimum grade of "B" (3.00)

In this course, students will build on knowledge and skills learned in PHAS 505 Patient Assessment I, to perform patient medical histories and physical examinations. Students will participate in case-based assessments of patients. Practice in the use of diagnostic equipment will be incorporated.

PHAS 512 - Clinical Medicine I (5)

Objectives of this course include dissemination and knowledge building concerning pathology of disease by body system and medical specialty. Relevant review of laboratory and radiology interpretation will also be utilized in discussion and presentation. Topics include ophthalmology, otolaryngology, pulmonary and cardiology studies.
PHAS 513 - Clinical Medicine II (6)

**Prerequisites:** PHAS 512

All prerequisites must be completed with a minimum grade of "B" (3.00)
This course will comprise further system evaluation regarding disease processes and their manifestations. Through the use of lectures and interactive exercises, students will add to the fund of knowledge acquired in PHAS 512 Clinical Medicine I. Topics will include studies of the gastrointestinal system, infectious disease, neurology, orthopedics and endocrinology.

PHAS 514 - Clinical Medicine III (5)

**Prerequisites:** PHAS 513

All prerequisites must be completed with a minimum grade of "B" (3.00)
Students will continue their study of disease processes as it relates to specific body systems. Utilizing principles of advanced anatomy and pathophysiology, students explore how disease processes can disrupt normal body systems function and best practice to determine origin and treatment modalities. Systems will include genitourinary and psychiatric disorders and encompass discussions regarding preventive and alternative medicine.

PHAS 515 - Gross Anatomy (6)

This course will broaden the student's knowledge of human anatomy. Body system functions, interactions, and locations of specific structures will be explored in depth. Emphasis will be placed on these components as they enhance examination skills and clinical applications.

PHAS 520 - Patient-Centered Healthcare I (2)

Students will explore healthcare delivery from a patient-centered perspective. Students will address social, ethnic and religious issues in the development, evaluation and implementation of therapeutic goals. Students will learn to develop strategies for patient education, counseling, and preventive measures in light of the above.
PHAS 521 - Patient-Centered Healthcare II (2)

Prerequisites: PHAS 520

All prerequisites must be completed with a minimum grade of "B" (3.00).
Students will continue their study of concepts learned in PHAS 520 to deepen their understanding of ethical and moral imperatives in health care. Considerations of risk management, medico-legal issues, patient informed consent and confidentiality will be explored. Students will explore the impact of health care policy and socioeconomic status on decision-making and healthcare delivery.

PHAS 522 - Pathophysiology I (2)

Students will learn in-depth concepts of physiology as they relate to the etiology of disease. Students will learn principles of multisystem function and dysfunction at the cellular and molecular levels, especially as they relate to homeostatic function.

PHAS 524 - Pharmacology I (2)

This course introduces students to the pharmacodynamics, pharmacokinetics and pharmacotherapeutics of medication usage and prescribing. Principles of the use of pharmacotherapeutics will be explored through lecture and interactive exercises. Focus will be placed on the enhancement of patient care in the clinical setting.

PHAS 532 - Pathophysiology II (2)

Prerequisites: PHAS 522

All prerequisites must be completed with a minimum grade of "B" (3.00)
Building on the concepts learned in PHAS 522 Pathophysiology I, students will continue to study about the principles of multisystem function and dysfunction at the cellular and molecular levels. This study will culminate in a better understanding of the pathophysiologic processes of the human body.
PHAS 534 - Pharmacology II (3)

Prerequisites: PHAS 524
All prerequisites must be completed with a minimum grade of "B" (3.00)
In this course, students build on knowledge obtained in PHAS 524 Pharmacology I, in deepening their understanding, and continue their pursuit of acumen relevant to the application of pharmacology to disease process. Students will incorporate a review and evaluate current literature and evidence of pharmacologic uses to return patients to a state of wellness. The use of pharmacological agents on a variety of conditions including infectious processes, gastrointestinal issues, neurological disorders, pain management, and inflammatory processes, among others will be addressed.

PHAS 535 - Clinical Research Methods (2)

Students will evaluate current medical literature to determine validity based on statistical and clinical outcomes. Emphasis will be placed on the use, appropriateness, and understanding of common biostatistic methods and epidemiologic approaches employed by the health care professions as a basis for clinical judgment. Empirical data regarding medicine and patient care, as well as those used in the surveillance and investigation of health-related states or events will be explored.

PHAS 540 - Clinical Correlations (4)

Students will utilize the various concepts of patient evaluation and care. Analytical reasoning, system disease processes, and diagnostic methods in case-based scenarios combine to form differential diagnoses, final diagnosis, and therapeutic treatment plans. Discussion groups, patient simulation and various laboratory procedures will be employed to prepare students for real world experiences in medical practice.

PHAS 545 - Genetics (2)

Students will explore the role genetic factors play in the maintenance of health and the development of disease. Students will learn effective methods to uncover a patient’s genetic predisposition for disease development and how to teach the patient preventative lifestyle adaptation and other healthy measures. This course gives the physician assistant student a foundational basis from which to study human genetics. Common genetic defects, dominant and recessive genetic trait transmission, multifactorial patterns of inheritance, probability of inheritance, and genetic mapping will be covered. In addition, students will learn about common risk
factors that lead to inherited and acquired genetic diseases, to help provide informed family counseling and family planning.

**PHAS 550 - Emergency Medicine (2)**

Students will become familiar with cases which commonly present to emergency departments. Students will learn to identify illness, trauma, and best practice for stabilization of these presentations. Case-based scenarios and patient simulations will also be utilized. In this course, students will also become certified in Advanced Cardiac Life Support (ACLS) and Pediatric Advanced Life Support (PALS).

**PHAS 560 - Healthcare Disparities (3)**

In this course, students will study the issues regarding evaluation and treatment of patients in women's health, pediatrics and geriatrics. Students will also explore the diverse and unique issues affecting patients in rural and underserved populations.

**PHAS 570 - Medical Procedures (3)**

In this lab intensive course, students will learn skills and techniques in the treatment of patients with a variety of settings. Suturing, splinting, wound care, intravenous and intraosseous insertions, nasogastric intubation and Foley catheter insertions will be demonstrated and practiced. Students will also be introduced to pre-operative, intra-operative, and post-operative care, and to minor surgical procedures.

**PHAS 599 - Clinical Orientation (1)**

Students will learn about professionalism in the clinical setting, patient confidentiality, and HIPAA and OSHA requirements. They will study issues regarding medical errors and their avoidance and the use of electronic medical record systems. The students will also examine the concept of interdisciplinary teams in healthcare delivery and the role it plays in patient outcomes.
PHAS 600 - Clinical Rotation 1 (4)

This 5 week clinical rotation will focus on primary care medicine. This rotation may include family practice and rural healthcare settings. The student will learn about evaluation, diagnosis and therapeutic planning related to a variety of acute and chronic illnesses and injuries. Students will develop their skills in dealing with patients and patient education.

PHAS 601 - Professional Development (1)

Students will develop a professional resume and will explore topics ranging from employment strategies, medical malpractice, and reimbursement issues.

PHAS 610 - Clinical Rotation 2 (4)

This 5 week clinical rotation focuses on the practice of internal medicine. Students will have the opportunity to deal with a variety of complex adult acute and chronic diseases and discover best practice methods for diagnosis and treatment of these issues.

PHAS 612 - Capstone Preparation (2)

Students will learn the basics of developing a capstone project and will identify a topic which they wish to research and present. Students will be encouraged to explore topics which deal with applying classroom learning to clinical settings. These concepts will then culminate into a fully developed research in PHAS 690 Capstone Project.

PHAS 615 - Clinical Rotation 3 (4)

This 4 week rotation will focus on pediatric patients. Students will learn about this specialty of medical practice and how to differentiate presentations in the pediatric population from those in an adult population.
**PHAS 620 - Clinical Rotation 4 (4)**

This 5 week clinical rotation exposes students to the practice of women's health. Students will learn about evaluation and treatment of a variety of gynecologic and obstetrical problems as well as other issues which are specific to women.

**PHAS 625 - Clinical Rotation 5 (4)**

In this 5 week rotation, students will experience a wide variety of clinical presentations common in emergency medicine practice. Students will learn methods for determining critical versus noncritical presentations and methods of patient stabilization. Students will have the opportunity to apply many of the procedures and techniques learned in their medical procedures course.

**PHAS 630 - Clinical Rotation 6 (4)**

This 4 week rotation introduces students to practical concepts and principles in surgery. The students will have the opportunity to interact with surgeons in a variety of surgical cases and to explore a range of surgical therapeutics.

**PHAS 635 - Clinical Rotation 7 (4)**

In this 4 week rotation, students will have the opportunity to participate in the evaluation and treatment of patients with a variety of behavioral and psychiatric conditions. Students will gain knowledge about the intricacies of psychiatric illness through active involvement in the diagnosis and management of patients.

**PHAS 645 - Clinical Rotation 8 (4)**

Students will participate in a 4 week rotation in a medical specialty of their choice. Students will also participate in a medical mission field project that will be arranged through the University.
PHAS 650 - Clinical Rotation 9 (4)

Students will participate in a 4 week rotation in a medical specialty of their choice. Students will also participate in a medical mission field that will be arranged through the University.

PHAS 660 - PANCE Preparation (2)

This course is a review of program subject matter. Students will participate in practice examinations designed to prepare them for the Physician Assistant National Certifying Examination (PANCE) administered by the National Commission on the Certification of Physician Assistants (NCCPA). This test is a post-graduate requirement for all PAs intending to obtain initial licensure in any of the 50 U.S. states.

PHAS 680 - Summative Evaluation (1)

The objective of this course is for the student to demonstrate his/her grasp of all the didactic and clinical knowledge learned throughout the program. This will be achieved through exercises in performing complete history and physical examinations, and the demonstration of interpersonal skills. The students will also complete an end of program written examination.

PHAS 690 - Capstone Project (1)

Prerequisites: PHAS 612

All prerequisites must be completed with a minimum grade of "B" (3.00)

This course is the culmination of the preparatory course PHAS 612 Capstone Preparation. By the completion of this course, students will have fully developed research that reflects the student's knowledge and findings regarding his/her chosen topic. The findings will be presented in written as well as oral format.
Physical Therapy

**PHTH 700 - Professional Foundations I: Introduction to Physical Therapy (2)**

As the first in a series of three courses, this course introduces the profession of physical therapy, the roles of professionals who practice physical therapy, and the numerous factors that shape and influence the profession, including societal, governmental, legal, organizational, and financial. Students use the Guide to Physical Therapist Practice, other core documents of the profession, evidence-based documents, and clinical reasoning models to consider professional issues. Students investigate the components and assessment of professional behavior as well as topics related to common and emerging practice settings.

**PHTH 701 - Psychosocial Aspects of Healthcare (1)**

This course examines emotional reactions to disability, psychosocial aspects of disability as they relate to patient-physical therapist interaction; specific problems of the angry, non-compliant, or chronic pain patient; complementary roles of other health professionals; cultural competence applied to ones own professional behavior and in-patient treatment; importance of holistic health care.

**PHTH 705 - Applied Human Physiology (3)**

This course provides the physiological mechanisms of human body function and physiological integration from the cellular to the system level to maintain homeostasis and support human movement. Through the use of clinical correlates, students begin to develop problem-solving skills. This knowledge allows students to form an understanding of how the healthy body functions and the implications for the practice of physical therapy.

**PHTH 710 - Interventions I: Patient Care Skills (4)**

This course, as the first in a series of three courses, examines the basic patient care skills necessary to practice as a physical therapist. These frequently used skills, and the tests and measures necessary to substantiate them, are learned in lecture and practiced in the laboratory setting. These skills include patient preparation, aseptic technique, wheelchair set-up and mobility, turning and positioning, basic transfer and
gait training techniques, and basic massage and soft tissue techniques. The selection and administration of the proper tests and measures that assess arousal, attention, cognition, anthropometric characteristics, vital signs, and assistive and adaptive devices are learned and practiced.

**PHTH 712 - Interventions II: Therapeutic Exercise (5)**

This course presents the theory, scientific principles, and evidence for the use of various types of exercise employed by physical therapists for the promotion, maintenance, and restoration of optimal health and physical function across the lifespan. Emphasis is placed on basic exercise techniques related to muscle performance (including strength, power, and endurance) and stretching/flexibility activities. Previously introduced principles of tissue injury and repair are applied to therapeutic exercise interventions and progression. Evidence-based practice and clinical reasoning are emphasized throughout and practiced with clinical scenarios in the laboratory.

**PHTH 714 - Examination and Evaluation I (2)**

This course, as the first of two courses in this series, provides students with the knowledge and skills to select and perform general patient examination tests and measures frequently used by physical therapists including but not limited to: the patient interview, measurement of range of motion, measurement of muscle length, and manual muscle testing. The psychometric properties of each of these tests and measures are examined and the clinical reasoning skills necessary to perform the evaluation portion of the patient/client management model are practiced.

**PHTH 716 - Examination and Evaluation II (2)**

This course, the second of two courses in this series, provides students with the knowledge and skills to select and perform foundational patient examination skills, including global observation, mental status, and functional assessment as it relates to different environments. Examination techniques used commonly in the cardiovascular, pulmonary, integumentary, musculoskeletal, and/or neuromuscular examinations, including systems reviews, are learned and practiced in the laboratory setting. Patient-centered functional outcomes are emphasized. The clinical reasoning skills necessary to perform the evaluation, diagnosis, and prognosis portions of the patient/client management model are practiced.
PHTH 720 - Clinical Kinesiology (3)

This course involves the comprehensive study of the kinematics and kinetics of the human body, postural control and the basics of gait analysis. Foundational knowledge of basic anatomy is applied in lecture and the laboratory with emphasis on biomechanics, mechanical properties of biological tissue, joint structure and function, muscle and boney palpation, and introduction to gait. Students perform analysis of normal and abnormal movement and alignment of the spine and extremities.

PHTH 730 - Neuroscience I (4)

This course examines human neuroanatomy with an emphasis on the central (CNS) and peripheral (PNS) nervous systems and the basic functions therein. This course reviews neurophysiology of the CNS, PNS, and autonomic nervous system, and examines the basic principles of neuroembryology and neuroplasticity. The laboratory component emphasizes anatomical study of the brain and spinal cord and the functions of the cranial nerves, tracks, and nuclei of major systems.

PHTH 732 - Neuroscience II (3)

This course is a continuation of PHTH 730 Neuroscience I. This course examines neurological function, specifically motor control, motor learning, and cognition, and furthers the understanding of the anatomy and physiology of sensation and perception by the sensory system. A focused examination of the theories, mechanisms, assessment, and management of pain is presented and practiced.

PHTH 790 - Research I: Methods (3)

This course provides students with an overview of quantitative and qualitative research processes. Students explore principles of scientific research, research design, measurement characteristics, applied statistics, data collection, sampling, and general categories of data analyses through critical examination of published studies. Principles of evidence-based practice, including formulation of clinical questions and the identification of appropriate information sources, are incorporated in order to assess the scientific support for, and to direct decision-making in, the practice of physical therapy. This course culminates with faculty-facilitated selection of a research project, either individually or in small student groups.
PHTH 792 - Research II: Literature Review/Background and Significance (2)

Based on projects selected in Research I, students begin the process of research design. This includes a critical review of the literature, identification of research methods, instrumentation, and study designs appropriate for, and applied to the selected research question. Students complete CITI certification in this course and submit the required research proposal to the Scientific Review Committee and Institutional Review Board for approval as necessary.

PHTH 800 - Professional Foundations II: Communication (3)

This course introduces the principles and dynamics of professional oral and written communication. These are applied to communication necessary for the practice of physical therapy, including teaching and learning, documentation, and billing. Legal and ethical considerations of communication with appropriate stakeholders (patients, families, supportive personnel, payers, and other health professionals) are addressed.

PHTH 804 - Professional Foundations III: Management and Leadership (3)

This course prepares the student to manage physical therapy practice in a contemporary environment. Theories and principles of leadership and management are utilized to guide and evaluate the practice of physical therapy services. Topics addressed include: organizational behavior, human resource management, financial planning, budgeting, elements of payment for services, quality improvement, risk management, and marketing strategies. This course examines the legislative process, liability issues, and legal structure of organizations affecting the practice of physical therapy in the U.S.

PHTH 806 - Professional Foundations IV: Transition to Practice (1)

This course integrates content from the previous courses in this series with classroom and clinical education experiences to facilitate the students’ transition to clinical practice. With faculty guidance, students evaluate requirements for licensure and practice in their preferred clinical environments. Students will reflect upon previous learning and develop personalized professional development plans.
PHTH 810 - Interventions III: Biophysical Agents (3)

This course presents the fundamental principles, physiological effects, indications and contraindications, application techniques, and clinical reasoning regarding use of biophysical agents. Biophysical agents included are: NMES, FES, TENS, biofeedback, electrotherapy for tissue healing, iontophoresis thermotherapy, cryotherapy, ultrasound, hydrotherapy, mechanical traction, and compression. Manual modalities including instrument-assisted soft tissue techniques, myofascial and trigger point release are also introduced. Principles of electrophysiological examination and assessment are included. Discussion and laboratory activities allow the demonstration and application of the fundamental clinical reasoning, clinical thinking and intervention skills for application of biophysical agents.

PHTH 814 - Differential Diagnosis and Imaging (3)

This course explores the physical therapist's role as an interdependent practitioner working within a collaborative medical model. Students learn to recognize clinical manifestations that suggest that physician contact or referral is warranted regarding a client's health status. The course presents the clinical tools and decision-making processes necessary to efficiently and effectively collect and evaluate patient examination data. This course provides an overview of diagnostic imaging as it relates to the practice of physical therapy. Students review images and describe normal and abnormal findings, to enhance understanding of strengths and limitations of various imaging modalities, pathological processes, interpretation of clinical examination findings, and development of safe and effective patient plans of care. Cases are presented to facilitate making appropriate patient referrals for imaging modalities (plain film radiography, MRI, CT Scan, and Bone scan) for commonly seen populations. Students analyze case scenarios to develop logical and effective clinical pathways.

PHTH 818 - Cardiovascular and Pulmonary (3)

This course examines basic cardiac, vascular, and pulmonary pathologies commonly encountered by the physical therapist as well as the etiology and clinical manifestations of each. Each component of physical therapy patient/client management for cardiopulmonary conditions is studied and, in the laboratory, applied, including the physical therapy examination and evaluation, the development of formal cardiac and pulmonary rehabilitation programs, and basic electrocardiogram interpretation. Critical thinking and clinical reasoning skills are also encouraged.
PHTH 820 - Musculoskeletal I (6)

This course reviews the musculoskeletal anatomy and common pathologies of the thoracolumbar spine, pelvic girdle, and lower extremities. Medical management, including pharmacological agents and radiologic/imaging studies, for selected pathologies are also discussed. An overview of medical screening and differential diagnosis appropriate for each selected region is provided. Emphasis is on the application and integration of evidence-based physical therapy practice for the examination, evaluation, diagnosis, prognosis, interventions, and outcome measurements for these pathologies in both the lecture and laboratory settings. Both normal and pathological aspects of gait are addressed, progressing to the development and management of the treatment plan to address movement system impairments. Examination and intervention techniques are practiced in the laboratory and applied to instructor-selected case studies and simulated patients. Critical thinking and clinical reasoning skills are also encouraged.

PHTH 822 - Musculoskeletal II (4)

This course reviews the musculoskeletal anatomy and common pathologies of the cervical spine, TMJ, and upper extremities. Medical management, including pharmacological agents and imaging studies, for selected pathologies are discussed. An overview of medical screening and differential diagnosis appropriate for each selected region is provided. Emphasis is on the application and integration of evidence-based physical therapy practice for the examination, evaluation, diagnosis, prognosis, interventions, and outcome measures for these pathologies in both the lecture and laboratory settings. Examination and intervention techniques are practiced in the laboratory and applied to instructor-selected case studies and simulated patients. Critical thinking and clinical reasoning skills are integrated in case scenarios.

PHTH 830 - Neuromuscular I (4)

This course examines the principles and application of the physical therapy patient/client management model to common neuromuscular diagnoses across the lifespan. Evidence-based examination, evaluation, diagnostic, prognostic, and intervention techniques are presented and practiced in the laboratory. Population-specific tests, measures, and outcomes are performed and practiced. Critical thinking and clinical reasoning skills are developed and applied in instructor-selected case studies and patients. An overview of the current theories of CNS development, dysfunction, recovery, and aging are reviewed and applied.
PHTH 832 - Neuromuscular II (4)

This course further examines the principles and application of the physical therapy patient/client management model to common neuromuscular diagnoses and builds on content introduced in Neuromuscular I. Additional topics include current research on brain function, motor development, and specific theoretical models of neurorehabilitation (e.g., motor control and motor learning), as well as the application of these within clinical settings. Practical application of examination, evaluation, and intervention techniques, as well as problem-solving situations for individuals across the lifespan are provided in the laboratory sections and case studies to further illustrate clinical relevance.

PHTH 840 - Integumentary (2)

This course provides an overview of physical therapy examination and management of the integumentary system including integumentary system pathology, tissue inflammation and repair. Examination techniques, documentation, clinical decision making, and interventions, including wound dressings, physical agents, and other modalities, are practiced in laboratory. Critical thinking and clinical reasoning skills are applied in case scenarios.

PHTH 844 - Geriatrics (2)

This course emphasizes physical therapy services to older adults focusing on concerns specific to this specialized population. Common disorders, conditions, and/or limitations of function that are associated with aging are addressed. Modification of selected aspects of medical management, including pharmacological agents and imaging studies for older adults are discussed. The application and integration of evidence-based physical therapy practice for the examination, evaluation, diagnosis, prognosis, interventions, and outcome measures for use with older adults are discussed in the lecture and demonstrated and practiced in the laboratory. Effective communication strategies and collaboration with patient/clients, family members and care givers are emphasized to optimize person-centered care for this patient population. Students design a community-based project intended to contribute to improved health for older adults.

PHTH 848 - Pediatrics (3)

This course emphasizes the provision of physical therapy services to children and young adults, focusing on concerns specific to these specialized populations. Common disorders, conditions, and/or syndromes that
impact typical growth/development in the pediatric population are addressed. Modification of selected aspects of medical management, including pharmacological agents and imaging studies, for children and young adults are discussed. The application and integration of evidence-based physical therapy practice for the examination, evaluation, diagnosis, prognosis, interventions, and outcome measures are discussed in the lecture and demonstrated and practiced in the laboratory. The laboratory sessions also provide experiences with typical children to develop a solid foundation in normal development. This course encourages critical thinking skills and clinical decision-making throughout the patient/client management process. Effective communication strategies, fiduciary responsibilities, and collaboration with patient/clients, family members and caregivers are emphasized to optimize person-centered care.

**PHTH 850 - Integrated Clinical Cases I (2)**

The first in a series of two courses designed to integrate patient/client body systems, age groups, cultural characteristics, settings, and physical therapist roles using a case-based approach. Cases present students with increasingly complex scenarios requiring critical thinking and clinical decision making. A variety of approaches, including but not limited to group discussion, patient/client demonstrations, panel presentations, and role playing are used to ensure realistic scenarios for problem solving.

**PHTH 854 - Integrated Clinical Cases II (2)**

The second in a series of two courses designed to integrate patient/client body systems, age groups, cultural characteristics, settings, and physical therapist roles using a case-based approach. Cases present students with increasingly complex scenarios requiring critical thinking and clinical decision making. A variety of approaches, including but not limited to group discussion, patient/client demonstrations, panel presentations, and role playing are used to ensure realistic scenarios for problem solving. Additionally, in this course, scenarios require students to consider roles of the therapist, appropriate delegation or referral to other team members, and variables in the healthcare system to problem solve.

**PHTH 858 - Orthotics and Prosthetics (2)**

This course studies the principles and basic clinical skills needed to competently manage the examination, evaluation, and treatment of patients with orthotic or prosthetic needs. Concepts of lower extremity amputee management addressed in this course include an understanding of the biomechanics involved in lower extremity prosthetics and the subsequent effect on gait. This course covers spinal, upper extremity and lower extremity orthotic management. Evidence regarding the use of orthotics in the patient/client
management of common diseases/disorders, either prophylactically or as a treatment intervention, is emphasized. The laboratory sessions provide students with opportunities to apply examination and treatment techniques used in the management of clients with a prosthesis or orthotic.

**PHTH 860 - Selected Topics (3)**

This course provides the opportunity to pursue knowledge in selected topics related to current trends in a variety of physical therapy settings, including alternative and complementary practices, as presented by faculty and guest lecturers. Topics include, but not limited to, oncology, pelvic health, and advanced manual techniques.

**PHTH 865 - Health Promotion, Fitness and Wellness (3)**

This course provides fundamental concepts of health, wellness, screening for risk, and the theoretical bases underlying behavior change. These concepts are applied to improving health and wellness in oneself, individual patient/client settings, and targeted populations/communities. The role of diet, nutrition, and exercise as medicine as it relates to fitness are emphasized. Students learn to assess the needs of a community, develop and assess health promotion, wellness, or prevention programs targeting adults at risk for disease development or injury, as well as targeting populations with special needs.

**PHTH 870 - Clinical Experience I (2)**

This course is the first of five full-time physical therapist-supervised clinical education experiences that expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is four weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.

**PHTH 872 - Clinical Experience Ila (2)**

Four weeks.

*This is the first part of a two-part course.*

This course is the second of five full-time physical therapist-supervised clinical education experiences that
expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is four weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.

**PHTH 873 - Clinical Experience IIb (1)**

Two weeks.

*This is the second part of a two-part course.*
This course is the second of five full-time physical therapist-supervised clinical education experiences that expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is four weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.

**PHTH 874 - Clinical Experience III (6)**

This course is the third of five full-time physical therapist-supervised clinical education experiences that expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is ten weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.

**PHTH 876 - Clinical Experience IV (7)**

This course is the fourth of five full-time physical therapist-supervised clinical education experiences that expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is ten weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.
PHTH 878 - Clinical Experience V (5)

This course is the final of five full-time physical therapist-supervised clinical education experiences that expect the student to practice didactic and clinical skills with an emphasis on patient/client management, professional behaviors, and physical therapy practice patterns. This course is ten weeks in duration. All students must complete an acute care and an outpatient clinical experience prior to graduation. The aggregate of clinical experiences must represent a variety of settings with patients/clients across the lifespan.

PHTH 890 - Research III: Implementation and Interpretation (2)

This course advances the development and completion of the selected research project. Data collection and analysis are advanced under the direction of the research mentor, with consultation from Course Coordinator as necessary.

PHTH 892 - Research IV: Dissemination (2)

This course is a culminating research experience that includes the completion of a research project in a format suitable for dissemination in a selected peer-reviewed journal and a poster summarizing the research study and its findings.

Research

RSCH 512 - Research and Evidence-Based Practice (3)

Community Health

CHTC 220 - Introduction to Community Health Transitional Care (CHTC) (2)

Prerequisites: ENGL 101 or Dual Enrolled in HBS Track II status.
This course introduces the student to the concept of partnering with patients and the healthcare team to support maximum effectiveness toward best health practices for the patient. The course will cover basic skills such as observational skill development, elementary patient care management and effective interaction with the healthcare team.
CHTC 320 - Interdisciplinary Healthcare: From Theory to Practice (2)

**Prerequisites:** CHTC 220 and CHTC 220 instructor recommendation.
Students are required to have CPR certification prior to starting the course.
A study of key issues concerning community health care aimed at developing practical approaches to supporting patients. Students consider obstacles to effective health care as well as strategies for enabling at-risk patients to play a more active role in promoting their health and well-being. Topics include: challenges of delivering adequate health care in communities; specific problems posed by living with chronic disease(s); methods of supporting adherence and measuring outcomes; and ethical and legal dimensions of community medicine. This course provides students with the academic foundation for subsequent CHTC Internship(s) with Florida Hospital.

CHTC 350 - CHTC Internship I (2)

**Prerequisites:** CHTC 320 and permission of instructor.

*Students will be required to have Level II Background Check and Immunizations -- these are in addition to course fees.*

An internship in interdisciplinary care with Florida Hospital (FH). Using the academic and practical foundation provided in CHTC 320, interns serve alongside multidisciplinary clinical teams in a variety of settings. Interns will participate in weekly meetings with FH healthcare teams, further exploring the philosophy of health care delivery that encourages providers and care teams to meet patients where they are, from the simplest to the most complex conditions. Students will acquire 70-140 contact hours. Students are required to have reliable transportation.

CHTC 360 - CHTC Internship II (2)

**Prerequisites:** CHTC 350 and permission of instructor.

An internship in interdisciplinary care with Florida Hospital (FH). Using the academic and practical foundation provided in CHTC 320, interns serve alongside multidisciplinary clinical teams in a variety of settings. Interns will participate in weekly meetings with FH healthcare teams, further exploring the philosophy of health care delivery that encourages providers and care teams to meet patients where they are, from the simplest to the most complex conditions. Students will acquire 70-140 contact hours. Students are required to have reliable transportation.
Conductive Education

OTCE 310 - Introduction to Conductive Education (1)

Course Level: Freshman
This course is designed to introduce students to the model of Conductive Education. The primary focus will be for students to acquire basic understanding of the principals of CE. Course content will include: role of the Conductor, the structure and dynamics of the CE group, rhythmical intention, task series, the daily program, and manual facilitation. Teaching methods will include lecture, online, and classroom experiences which will emphasize critical thinking, adaptation, and observation. The course will also address signs and symptoms of neurological disorders.

OTCE 320 - Childhood Motor Disorders (3)

Course Level: Freshman
This course is designed to introduce the learner to the issues faced by children and family members regarding childhood motor disorders. The course will review basic pathologies of these disorders, common treatment interventions, signs and symptoms, and sociocultural impact. Participants will become familiar with the motor, cognitive, social, emotional, educational, and behavioral manifestations of motor disorders while learning to appreciate the individual presentation of each child.

OTCE 330 - Instructional Strategies (3)

This course is designed to prepare the learner teaching strategies of the K-12 student. Course focus will address how the instructor prepares to teach. This will include the classroom environment, cultural competence in the classroom, planning and assessing learning, and evaluating child development. An overview of lesson planning, syllabus creation, and teaching philosophies will be covered.

OTCE 340 - Evaluating and Goal Setting in Education (3)

Course Level: Freshman
This course is designed to explore the significance of evaluation and goal setting within the educational context. Some areas to be examined include formative and summative assessment, goal setting that are positive, precise, and manageable; self-efficacy, the role of personal beliefs and motivation.
OTCE 350 - Clinical Strategies for Conductive Education (5)

This course will provide information how the motor dysfunctions and specific symptom characteristics of Cerebral Palsy are enhanced by conductive education. The course will address how the central nervous damage effects the whole person and students will gain understanding of the meaning of the Holistic Approach in conductive education.

OTCE 360 - Practicum I (1)

This practicum will prepare the student to work in various age groups of conductive education programs through observation and direct service with clients. Students will be required to participate in client care at an approved conductive education center in order to complete problem based assignment.

OTCE 390 - Classroom Management (3)

The course is designed to address classroom and behavioral management of the K-12 student. Management strategies will enable the learner to better organize time, supplies, and the environment to provide for an optimal learning situation. The course will address practices for individual, small group, and class size interactions that meet the needs of the student, especially those with special learning needs. Teaching relationships will be explored that address inter-professional communication, parent collaboration, and state laws related to teacher-student discipline.
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