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Mission Statement

The mission of Everglades University is to provide quality education to adult learners of diverse backgrounds in a collaborative environment where each individual has the opportunity to achieve personal growth. The University seeks to accomplish its mission by combining small class sizes and innovative programs with traditional academic values. The University supports the academic endeavor through research, scholarly contribution, and service, to deliver graduate and undergraduate programs both on campus and online.

Philosophy

In today’s society, there is a need for a university that offers its students a quality education in an atmosphere of personalized attention. Everglades University’s goal is to train the career-minded individual and offer an education that will provide an employable and skilled person. Everglades University graduates will be prepared with the professional skills necessary to meet the needs of our society. Inherent in the goals established for Everglades University holds the belief that the learning process takes place in a variety of ways. For this reason our philosophy privileges flexibility, individualization, and previous knowledge and skills.

Everglades University offers graduate and undergraduate degree programs that will prepare students to enter and advance in their desired fields of study. The faculty of Everglades University believes that instruction is an art as well as a science and is a dynamic process that develops both the skill and the intellect of career-minded individuals.

Everglades University’s education is an interactive process. Our graduates will become professionals in their chosen fields and play a critical role in the future economic growth and competitiveness of our society. Everglades University affirms that all members of the academic faculty share the responsibility for establishing, implementing, and evaluating its educational programs. Further, Everglades University believes that members of industry must also participate in this process, and to that end, it has assembled advisory boards comprised of professionals, employers, and educators. It is also the philosophy of Everglades University that an individual shall not be denied admission to any program because of race, color, national origin, handicap, religion, gender, sexual orientation, or marital status.

Goals and Objectives

The following goals are integral to the mission of the University:

1. To continually change, improve, and ensure the effectiveness of the University’s programs in preparing students for successful careers.
2. To engage and maintain a competent, qualified faculty that possesses current technical and professional knowledge and experience, engages in ongoing professional development, and has the ability to convey this knowledge to students.
3. To improve students’ written and verbal competencies as well as analytical and technical skills prior to graduation.
4. To provide facilities that support educational programs and enable students to develop profession specific skills.
5. To engage and maintain a staff that is caring and provides support for students and meets their educational goals and objectives.
6. To attract qualified students of diverse backgrounds.
7. To provide a collegiate academic atmosphere that encourages open exchange of ideas.
8. To offer comprehensive distance learning programs to more fully meet the educational and training needs of citizens and industry.
9. To engage graduate faculty in research that serves to improve teaching and learning.
10. To engage in programs and activities that provide community service aligned with the University’s mission.

History of Everglades University

Corporate History

In August of 1998, Arthur and Belinda Keiser purchased American Flyers College (American Flyers, Inc. now Everglades University). In the fall of 1999, the College’s name was changed to Everglades College and it was relocated to Fort Lauderdale, Florida. In January of 2000, the Keisers created Everglades College, Inc. which was incorporated as a not-for-profit corporation in the State of Florida.

In August of 2002, the US Department of the Internal Revenue Service recognized Everglades College, Inc. as a not-for-profit 501 (c) (3) corporation and Everglades College, Inc. became independently operated by a Board of Trustees. On September 1, 2002, Dr. Arthur Keiser donated the value of American Flyers, Inc. to the corporation (Everglades College, Inc.).

In September of 2014, Everglades University was granted approval for its off-campus instructional site of the Sarasota Branch Campus in Tampa, FL.

In October of 2014, Everglades University was granted approval to relocate the Orlando Branch Campus to its new location in Maitland, FL.

Academic History

In September 1990, American Flyers College (now Everglades University) was founded in Fort Lauderdale, Florida. American Flyers College became a nationally accredited college under the standards of the Accrediting Commission of Career Schools and Colleges of Technology (ACCSCCT) and was licensed by the Florida State Board of Independent Colleges and Universities (SBICU) to award Associate of Science Degrees. In 1997, American Flyers College moved to the Pompano Air Park to better serve its student body. Later in 2000, to better serve the needs of the community, Everglades College added Bachelor of Science Degrees with majors in Business Administration, Information Technology, Applied Management, Aviation Management, and Professional Aviation.

In the fall of 2002, Everglades College became one of the first colleges in the country to offer a Bachelor of Science Degree with a major in Alternative Medicine.

In January 2003, the State of Florida, Department of Education, Commission for Independent Education granted approval to open the Sarasota Branch Campus of Everglades College. In May of 2003, Everglades College received approval to offer Master’s Degrees in Business Administration, Information Technology, and Aviation Science. In December of 2003, Everglades College officially changed its name to Everglades University and also received approval to offer a Bachelor of Science Degree in Aviation Technology.

In April 2004, the Main Campus of Everglades University relocated to Boca Raton, Florida. In August 2004, the State of Florida, Department of Education, Commission for Independent Education granted approval to open the Orlando Branch Campus of Everglades University. In August 2005, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Construction Management.

Effective January 2010, Everglades University was accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor’s and master’s degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Everglades University.

In January 2011, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Alternative and Renewable Energy Management. Furthermore, in June 2011, Everglades University was granted approval to offer the Master’s Degree in Entrepreneurship.

In September 2011, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Crisis and Disaster Management.

In June 2014, Everglades University was granted approval to offer the Bachelor of Science Degree with a major in Land and Energy Management and the Bachelor of Science Degree with a major in Environmental Policy and Management.

In July 2014, Everglades University was granted approval to offer the Master’s Degree in Public Health Administration.

In September 2014, Everglades University was granted approval to open the Off-Campus Instructional Site of the Sarasota Branch Campus, in Tampa, FL.

Accreditation and Approvals

Everglades University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award bachelor’s and master’s degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Everglades University.

Everglades University is a member of the Independent Colleges and Universities of Florida (ICUF). For additional information, please contact ICUF at 542 East Park Avenue, Tallahassee, FL 32301; phone (850) 681-3188 or by fax (850) 681-0057. Additional information regarding this institution may be obtained by contacting the Commission for Independent Education, Florida Department of Education at 325 West Gaines St., Suite #1414, Tallahassee, FL 32399; toll-free (888) 224-6884; fax (850) 245-5254.

This school is authorized under Federal law to enroll nonimmigrant students.

Everglades University is approved for veterans’ training.
Memberships

Everglades University holds membership in:
- Florida Association of Bursars and Student
  Accounting Administrators (FABSA)
- Association of Private Sector Colleges and
  Universities (APSCU)
- Florida Association of Student Financial Aid
  Administrators
- Southern Association of Colleges and Employers
- National Association of Colleges and Employers
- The Greater Boca Raton Chamber of Commerce
- NAFA: Association of International Educators
- Florida Career Professionals Association
- American Library Association (ALA)
- Tampa Bay Library Consortium (TBLC)
- Orlando Regional Chamber of Commerce
- The Greater Sarasota Chamber of Commerce
- Manatee Chamber of Commerce
- The Greater Sanford Regional Chamber of Commerce
- Lakewood Ranch Business Alliance
- Southeast Florida Library Information Network (SEFLIN)
- Aviation Accreditation Board International (AABI)
- Gulf Coast Builders Exchange
- Northeast Florida Library Information Network (NEFLIN)
- American Council for Construction Education (ACCE)
- University Aviation Association (UA)
- Broward County Chamber of Commerce
- Seminole County Regional Chamber of Commerce
- Florida Airports Council (FAC)
- Florida Association of Postsecondary Schools
  and Colleges (FAPSC)
- Economic Development Corporation-Sarasota County
- Construction Management Association of
  America, West Central Florida Chapter
- U.S. Green Building Council (USGBC)
- Citizens for Clean Energy
- Associated Builders and Contractors: Florida East
  Coast Chapter, Florida Gulf Coast Chapter, Central
  Florida Chapter
- Independent Colleges and Universities of Florida
  (ICUF)
- Florida Health Sciences Library Association (FHSLA)
- Florida Library Association (FLA)
- National Business Aviation Association (NBAA)
- Association of College and Research Libraries (ACRL)
- Human Resource Association of Broward County
- Society of Human Resource Management
- Winter Park Chamber of Commerce
- Career Directors International (CDI)

Articulation Agreements

Everglades University maintains articulation agreements with various institutions of higher learning.

In an effort to make the transition from institutions as effortless as possible, Everglades University maintains
articulation agreements with the following institutions:
- Keiser University
- Southeastern College
- St. Thomas University
- Broward College
- Hocking College
- University of Bridgeport
- National College of Natural Medicine
- Pennsylvania Highlands
- Community College
- State College of Florida:
  Manatee-Sarasota
- Mountain State University
- Life University
- Palmer College of Chiropractic Medicine
- Sherman College of Chiropractic
- Lake Erie College of Osteopathic Medicine (LECOM)
- Avisor College of Aeronautical Science and Technology
- National Labor College
- Parker University

Please contact your Dean of Academic Affairs or Program Director for additional information.

Everglades University is an official U.S. Green Building Council (USGBC) Education Partner. Through
its partnership with USGBC and Pearson Education, EU has access to content and resources that make
sustainability integral to our curriculum. These enhancements provide opportunities for EU students to
prepare for certificates in the sustainability field, such as the LEED Green AP certification.

Advisory Committees

In an effort to meet the changing requirements of the industry, Everglades University seeks the advice of
industry and educational representatives. Everglades University’s Advisory Committees represent the Aviation,
Business, Construction Management, Alternative and Renewable Energy Management, Crisis and Disaster
Management, Entrepreneurship, and Allied Health industries. Every effort is made to incorporate the advice
received from the Advisory Committees to constantly modify, update, or add to the curriculum to ensure it
remains relevant and dynamic.

Governance

Everglades University is a not-for-profit 501 (c) (3) corporation incorporated in the State of Florida.
Everglades University is managed and controlled by the Everglades University Board of Trustees, which is the
legal entity responsible for policy and procedure promulgation, review, and amendment.

Board of Trustees

Gregg Wallick, MBA
Chair of the Board
President, Best Roofing

Maria C. Kondracki, MBA
President, Strategic Planning, Inc.

Kristi L. Mollis, MBA
President/CEO

Governor Lynn, MBA

Anita Harrow, PhD
Author

Office of the President

Bill Kent, MBA
President/Owner, Team Horner Group

Craig Perry, BS
President/CEO, Centerline Homes

Frank Frione
President/CEO, GIA International

Sylvia Handwerker, MBA, CPA
President, ComputeNex Corporation

Tom Foster, MS
President, ComputeNex Corporation

Lillian “Thea” Scott
Dental Practice Management, LLC

Society for Human Resource Management

Crawford College

Shalaana Lawrence, BS
Regional Director of Financial Aid

Director of Marketing

Tom Foster, MS
President, ComputeNex Corporation

Sylvia Handwerker, MBA, CPA
President, ComputeNex Corporation

Lillian “Thea” Scott
Dental Practice Management, LLC

Crawford College

Shalaana Lawrence, BS
Regional Director of Financial Aid

Director of Marketing

Campus

The Main Campus of Everglades University is located in Boca Raton, which is conveniently accessed by both the
Palm Beach and Broward business communities. The Online Division of Everglades University is located on
the second floor of the Boca Raton Main Campus. The University building encompasses over 57,000 square feet
of air-conditioned and well-lit offices, classrooms, computer labs, a library and student lounge. The University
provides ample free parking and is easy to get to by I-95, Tri-Rail, and public bus service. All equipment used at
the University is compatible with industry standards and effectively meets the program objectives of the students.

The Sarasota Branch Campus of Everglades University is located in a spacious three-story building just
off I-75 and University Parkway in Sarasota’s Lakewood Ranch district. The building has more than 88,000 square
feet of space, approximately 45,000 square feet of which Everglades University occupies. This includes well-lit
offices, classrooms, computer labs, a student success lab, and two student lounges. The Sarasota Campus has a spacious library with a relaxing study area. The Sarasota campus has installed a number of energy-saving devices on and around the campus thanks in part to funding from Florida Power & Light (FPL), which helped to
defray the cost of the project. The campus now has two solar trees, which Smart cars can plug into and recharge.

There are also multiple rows of solar panels on the roof, as well as a wind turbine at the southwest corner of the
campus, in order to help decrease the campuses dependency on traditional energy sources. With assistance
of additional funding from Florida Power & Light (FPL), Phase II was recently completed to expand the solar
project to include a teaching lab. This lab includes several different solar technologies with an outside covered
area for holding classes where students may research the efficiency and reliability of different technologies in
Florida’s unique climate. The University hopes to share their resources and knowledge by hosting local schools’
educational field trips and community seminars to expose students to green career pathways and demonstrate
green buildings/clean energy. The campus is surrounded by a beautiful landscape of more than 20 acres
bordered by Lake Osprey (a protected nature preserve and bird sanctuary).

The Tampa off-campus instructional site of the Sarasota Branch Campus is located on Memorial Highway
in a 51,000 square foot facility, in a three-story building, and has ample free parking. The school is conveniently
positioned nearby the Tampa International Airport and Veteran’s Expressway. Located close to Tampa Bay,
the campus is easily accessible from the Saint Petersburg/Clearwater area and just minutes from some of the
area’s best attractions including Busch Gardens, The Lowry Park Zoo, Historic Ybor City, and Downtown
Tampa. In addition, the Tampa off-campus instructional site offers a brand new library, a computer lab, student
lounge, bookstore, 17 well-lit classrooms, 3 laboratories, and 15 offices. All equipment used at the University is
compatible with industry standards and effectively meets the objectives of the programs.
The Orlando Branch Campus of Everglades University is located in a spacious 28,000 square-foot building on Trafalgar Court, Maitland, Florida. The facility houses well-lit offices, classrooms, a computer lab, a library, faculty lounge and a student lounge. The campus is conveniently located close to I-4, the SunRail Station via Neighborlink shuttle service, Orlando International Airport, Altamonte Mall, and Florida Hospital.

**Everglades University Library**

Everglades University has 3 campus libraries, each with significant holdings and under the care of a professional librarian. The library has a comprehensive electronic collection that is available to online and on campus students, faculty, and staff. All libraries are members of various library networks and consortia, which provide students and faculty with access to virtually limitless information. Library policies and procedures are tailored towards the particular needs of students and faculty.

The Everglades University Boca Raton Main Campus Library serves as a central support for the faculty and students of the University. The library maintains convenient hours for its users and provides a collection of print and electronic resources. Students have access to computer workstations with Internet access and Microsoft Office applications, free printing, a photocopier, TVs with DVD/VCR combination stations, wireless access, a flight simulator, and study tables. A computer lab adjacent to the library houses computers connected to the campus network. All students will have instruction using the various resources and may seek reference assistance from the librarians. Students and faculty have cooperative borrowing privileges offered through the library cooperative SEFLIN (Southeast Florida Library Information Network).

The Everglades University Sarasota Branch Campus Library is a shared facility with Keiser University’s Sarasota Campus and jointly offers resources for users of both institutions. The Sarasota campus library collection contains resources significant to the programs offered, both print and electronic. The library provides computer workstations, free printing, a photocopier, wireless access, study tables, and a comfortable seating lounge area. Students and faculty have interlibrary loan privileges offered through the library cooperative TBLC (Tampa Bay Library Consortium).

The Everglades University Orlando Branch Campus Library collection includes books, audiovisual materials, serials, and access to online resources. The library provides computer workstations, TVs and DVD/VCR combination stations, free printing, a photocopier, and wireless access. Students and faculty have interlibrary loan privileges offered through the library cooperative NEFLIN (Northeast Florida Library Information Network).

### ON CAMPUS RESOURCES

- Print collections at each campus
- Full-time librarians
- Computer and audiovisual resources
- Internet access on all computers
- Microsoft Office applications (Word, Excel, PowerPoint, and Access)
- Reference materials
- Periodicals
- Newspapers: Wall Street Journal, USA Today, South Florida Business Journal, local dailies
- Southeast Florida Library Information Network (SEFLIN) Associate Member
- Tampa Bay Library Consortium (TBLC)
- Northeast Florida Library Information Network (NEFLIN)
- Wireless access, free computer printing, coin-operated photocopier
- Interlibrary loan
- Flight simulator

### ELECTRONIC LIBRARY RESOURCES

- Aviation Week Intelligence Network, Building Green Suite, Construction Criteria Base, ebrary (electronic book collection)
- Gale Virtual Reference Library
- LIRIN (Library Information Resources Network)
- Natural Standard Research Collection
- Salem Health
- Salem History
- Informe EU (Spanish Language)
- Westlaw (Librarian Access)

### Administrative Hours of Operation*

**ALL CAMPUSES**

- Monday–Friday: 8:30 a.m. to 8:00 p.m.
- Tuesday–Thursday: 8:30 a.m. to 8:00 p.m.

**General Information**

**Americans with Disabilities Act**

Everglades University complies with the Rehabilitation Act of 1973 (Section 504) requiring that no qualified handicapped person will be excluded by reason of the handicap from enrolling in a course of instruction. Students wishing to avail themselves of special adjustments/accommodations under the Americans with Disabilities Act must disclose special needs at time of enrollment or at any time during enrollment. Accordingly, every effort is made to provide appropriate adjustments/accommodations. Certain programs may require manual dexterity. Please consult campus Admissions Offices for further information.

The Rehabilitation Act of 1973 (Section 504) and the Americans with Disabilities Act (ADA) of 1990 state that qualified students with disabilities who meet the technical and academic standards at Everglades University may be entitled to reasonable accommodations. Under these laws a disability is defined as any physical or mental impairment which substantially limits a major life activity. To this end, Everglades University is committed to providing equal access to education by removing unnecessary barriers to enhance each student’s ability to demonstrate his or her academic abilities.

The Americans with Disabilities Act of 1990 (ADA) reinforced the provisions of the Rehabilitation Act and extended coverage to the private sector with the extension of access into all aspects of campus life, including communications and other privileges and advantages by requiring that all public facilities, services and communications be accessible to persons with disabilities and that auxiliary aids and services be provided unless such provisions place an undue hardship (defined as significantly difficult or expensive) upon an institution.

For physically challenged students, Everglades University campuses are either located on ground level or have appropriate elevator service with ramps and designated parking to facilitate easy entry. Restrooms are equipped with wide doorways and bars to ensure wheelchair accessibility.

The following individual is Everglades University’s Section 504 Coordinator:

Dr. Jayne Moschella, Vice President of Academic Affairs

Everglades University

5002 T-Rex Avenue, Suite 100, Boca Raton, FL 33431

Telephone: (561) 912-1211, Toll-free (888) 772-6077; Fax (561) 912-1191

Email: jmoschella@EvergladesUniversity.edu

### Equal Opportunity Statement

Everglades University admits students of any race, color, and national or ethnic origin. The University’s policy of equal opportunity employment and affirmative action, consistent with Federal policy, is that no person shall, on the grounds of race, creed, color, handicap, national origin, sex, age, political affiliation, sexual orientation, marital status, or belief, be excluded from any training, be denied the benefit of, or be subjected to discrimination in any hiring practice or activity at the University.

### Student Body Diversity

- Everglades University's catalog is published yearly (or more frequently as required) and contains information about the degrees, administrative policies, financial assistance programs, and the University’s academic calendar. At the time of printing, this catalog reflected the current policies and requirements. However, prospective and current students should verify the policies and requirements with an admissions counselor or with the University President or Vice President.

### Catalog

Everglades University’s catalog is published yearly (or more frequently as required) and contains information about the degrees, administrative policies, financial assistance programs, and the University’s academic calendar. At the time of printing, this catalog reflected the current policies and requirements. However, prospective and current students should verify the policies and requirements with an admissions counselor or with the University President or Vice President.

Students enrolled under a program which has been modified effective with the publication of this catalog may continue under the previously published catalog if appropriate courses are still available.

Everglades University reserves the right to change regulations, policies, fees, and calendars, and to revise curricula as deemed necessary. Everglades University reserves the right to increase the cost per credit hour on an annual basis. Since the information herein is subject to change, this catalog should not be considered a contract between Everglades University and the student. Students must be familiar with the requirements and policies which they are expected to follow during their course of study. Everglades University will disclose to its enrolled and prospective students any plans for modifying academic programs and all policy changes via a catalog addendum, which is available on the University website and at all campus locations. Students can contact the campus administration for additional information.
UNDERGRADUATE PROGRAMS OF STUDY
Bachelor of Science Degree with a Major in Alternative Medicine

The Bachelor of Science Degree with a major in Alternative Medicine will prepare freshman students for entry-level careers in the alternative medicine environment such as chiropractic, acupuncture, physical therapy, rehabilitation, hotels, wellness centers, and spas. Students entering this program with previous vocational or technical training, or with an Associate’s Degree, will gain the knowledge necessary for advancement in the alternative medicine environment.

Bachelor of Science Degree with a Major in Alternative Medicine Description:
The curriculum is designed to allow the student to gain the knowledge necessary to work in the alternative medicine environment. The degree will enable students to incorporate a holistic approach into their careers and be successful in a variety of industries such as healthcare, sports, rehabilitation, management, spas, leisure and the beauty industries. This degree requires no Externship/Internship and no licensing or certifications will be awarded.

Program Objectives:
Everglades University’s Bachelor of Science Degree with a major in Alternative Medicine program provides alternative medicine major courses combined with general education courses. The program enables the graduate to analyze and communicate the integration of the mind, body, and spirit within the healthcare environment by encompassing several disciplines of study such as physical medicine, integrative wellness techniques, and nutrition.

Program Outline:
To receive a Bachelor of Science Degree with a major in Alternative Medicine, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Alternative Medicine Courses:
GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 2102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>COMP 1060C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>COMM 3 CREDIT HOURS</td>
<td>Communications</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
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<tr>
<td>HUM 3 CREDIT HOURS</td>
<td>Humanities/Fine Arts</td>
<td>3 credit hours</td>
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<tr>
<td>AML 1000</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>MATH 6 CREDIT HOURS</td>
<td>Mathematics</td>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
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<tr>
<td>MGF 2106</td>
<td>College Math</td>
<td>3</td>
</tr>
<tr>
<td>(Math courses equivalent or higher)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOCIAL SCIENCE 3 CREDIT HOURS</td>
<td>Social Science</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>POS 1041</td>
<td>Political Science</td>
<td>3</td>
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<tr>
<td>NATURAL SCIENCE 3 CREDIT HOURS</td>
<td>Natural Science</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BEHAVIORAL SCIENCE 3 CREDIT HOURS</td>
<td>Behavioral Science</td>
<td>3 credit hours</td>
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<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
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LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>HSC 164</td>
<td>Introduction to Health and Wellness Systems</td>
<td>3</td>
</tr>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1005</td>
<td>General Biology</td>
<td>3</td>
</tr>
<tr>
<td>BSC 1085</td>
<td>Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>BSC 2086</td>
<td>Advanced Anatomy and Physiology</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2752</td>
<td>Introduction to Understanding Clinical Research</td>
<td>3 credit hours</td>
</tr>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
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<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
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<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
<td>3</td>
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<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
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(OR) CHOOSE ALTERNATIVE MEDICINE TRACK (21 CREDIT HOURS)

<table>
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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>CLP 2183</td>
<td>Stress Reduction and Relaxation</td>
<td>3</td>
</tr>
<tr>
<td>HSC 272</td>
<td>Men’s Health</td>
<td>3</td>
</tr>
<tr>
<td>HSC 1619</td>
<td>Exercise Science and Sports</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2173</td>
<td>Women’s Health</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2651</td>
<td>Clinical Decision Making</td>
<td>3</td>
</tr>
<tr>
<td>HSC 184</td>
<td>Introduction to Integrated Health Science</td>
<td>3</td>
</tr>
<tr>
<td>HSC 2105</td>
<td>The Meaning of Health</td>
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(OR) CHOOSE SCIENCE TRACK (21 CREDIT HOURS)

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<tr>
<td>BSC 2006</td>
<td>Advanced Biology</td>
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<tr>
<td>CHM 1020</td>
<td>General Chemistry</td>
<td>3</td>
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<tr>
<td>CHM 1020L</td>
<td>General Chemistry Lab</td>
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<tr>
<td>CHM 2021</td>
<td>Advanced Chemistry</td>
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<tr>
<td>CHM 2021L</td>
<td>Advanced Chemistry Lab</td>
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<td>CHM 2210</td>
<td>Organic Chemistry I</td>
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</tr>
<tr>
<td>CHM 2210L</td>
<td>Organic Chemistry Lab</td>
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<td>CHM 2211</td>
<td>Organic Chemistry II</td>
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<tr>
<td>PHYS 1001</td>
<td>General Physics</td>
<td>3</td>
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<tbody>
<tr>
<td>HSC 3182</td>
<td>Naturopathy</td>
<td>3</td>
</tr>
<tr>
<td>HUN 3205</td>
<td>Dietary Influences on Health and Disease</td>
<td>3</td>
</tr>
<tr>
<td>HSC 3613</td>
<td>Manual Therapies: Massage, Reflexology, and Acupressure</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>HSC 364</td>
<td>Introduction to Chiropractic</td>
<td>3</td>
</tr>
<tr>
<td>HSC 3187</td>
<td>Traditional Chinese Medicine</td>
<td>3</td>
</tr>
<tr>
<td>CLP 3114</td>
<td>Health Psychology</td>
<td>3</td>
</tr>
<tr>
<td>HUN 3581</td>
<td>Herbolgy and Botany</td>
<td>3</td>
</tr>
<tr>
<td>HUN 3472</td>
<td>Nutrition and Aging</td>
<td>3</td>
</tr>
<tr>
<td>HSC 3189</td>
<td>Alternative Approaches to Disease</td>
<td>3</td>
</tr>
<tr>
<td>HSC 3186</td>
<td>Introduction to Homeopathy</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4123</td>
<td>Principles of Acupuncture</td>
<td>3</td>
</tr>
<tr>
<td>HUN 4582</td>
<td>The Herbal Medicine Chest</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4183</td>
<td>Miasms and Constitutional Treatment</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4188</td>
<td>Detoxification and Healing</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4191</td>
<td>Ayurvedic Medicine</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4614</td>
<td>Body Awareness and Physical Movement</td>
<td>3</td>
</tr>
<tr>
<td>HUN 4361</td>
<td>Antioxidants</td>
<td>3</td>
</tr>
<tr>
<td>HSC 4922</td>
<td>Alternative Medicine Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE                                     123 CREDITS
**Bachelor of Science Degree with a Major in Aviation/Aerospace**

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

**Bachelor of Science Degree with a major in Aviation/Aerospace Description:**

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

**Program Objectives:**

The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

**Program Outline:**

To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

**Bachelor of Science Degree with a major in Aviation/Aerospace Courses:**

**GENERAL EDUCATION COURSES (30 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course Code</th>
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<td>College Math (or Math courses equivalent or higher)</td>
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</tr>
<tr>
<td>CSCI 1060C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>HUM 1000</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>COMM 107</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>Behavorial Science / Social Science (6 CREDIT HOURS)</td>
<td></td>
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</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>POL 1014</td>
<td>Political Science</td>
<td>3</td>
</tr>
<tr>
<td>NAT 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
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**INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)**

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</tr>
<tr>
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<td>Interdisciplinary Study 7</td>
<td>3</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

**LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC 1010</td>
<td>History of Aviation</td>
<td>3</td>
</tr>
<tr>
<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2320</td>
<td>Aviation Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
</tbody>
</table>

**ELECTIVE COURSES (18 CREDIT HOURS - AT LEAST 12 CREDITS OF UPPER DIVISION COURSES)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ASC 2810</td>
<td>Introduction to Aviation Security</td>
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<tr>
<td>ATT 2820</td>
<td>Air Traffic Control</td>
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</tr>
<tr>
<td>AVM 310</td>
<td>Airport Management</td>
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<tr>
<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
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<tr>
<td>AVM 4630</td>
<td>Aviation Labor Relations</td>
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<tr>
<td>AVM 4675</td>
<td>Aviation Safety Programs</td>
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<td>AVM 4675</td>
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**UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>AVM 3516</td>
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<td>AVM 3240</td>
<td>Aviation Insurance and Risk Management</td>
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</tr>
<tr>
<td>AVM 3110</td>
<td>FBO and Flight School Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4630</td>
<td>Aviation Labor Relations</td>
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<tr>
<td>AVM 4572</td>
<td>Aviation Human Factors</td>
<td>3</td>
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<tr>
<td>AVM 4050</td>
<td>Introduction to Space</td>
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<tr>
<td>MAN 3065</td>
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<td>AVM 4451</td>
<td>Airport Planning</td>
<td>3</td>
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<tr>
<td>ASC 3871</td>
<td>Aviation Safety</td>
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<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

123 CREDITS

---

“Now that I’ve finished the program, I can hold my head up high knowing I have a degree in construction management from Everglades University. While attending the online program, I’ve lived in Central Florida, South Florida, and now Hawaii, so the program is truly a flexible online program. Thank you to everyone at Everglades University!”

– Doug Rogers, Bachelor of Science in Construction Management Graduate, 2015
Bachelor of Science Degree with a Major in Aviation/Aerospace
with a Concentration in Airport Operations Management

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Airport Operations Management combines elements of management and a strong aviation foundation and is designed for those individuals wishing to work at airports for commercial airlines, corporate flight departments, cargo operations or for the airport authority.

Program Objectives:

The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates’ use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, and operations, as well as specific skills and knowledge based on their selected concentration.

Program Outline:

To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
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</tr>
<tr>
<td>ENC 1102</td>
<td>English Composition II</td>
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</tbody>
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MATH (6 CREDIT HOURS)

<table>
<thead>
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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
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<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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COMPUTER (3 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
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<th>Credit Hours</th>
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<tbody>
<tr>
<td>CGS 1006C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
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HUMANITIES/FINE ARTS (3 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>AML 1000</td>
<td>American Literature</td>
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COMMUNICATIONS (3 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
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<tr>
<td>SPC 1017</td>
<td>Speech</td>
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BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)

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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
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<td>POS 1041</td>
<td>Political Science</td>
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NATURAL SCIENCE (3 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
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</thead>
<tbody>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

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<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<td>IDS 1023</td>
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<td>3</td>
</tr>
<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Study 4</td>
<td>3</td>
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<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
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</tr>
<tr>
<td>IDS 1026</td>
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</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
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AVIATION OPERATIONS MANAGEMENT CONCENTRATION COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
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<td>AVM 2120</td>
<td>Air Cargo</td>
<td>3</td>
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<tr>
<td>AVM 2501</td>
<td>General Aviation Marketing Management</td>
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</tr>
<tr>
<td>AVM 310</td>
<td>Airport Management</td>
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<tr>
<td>MAN 3504</td>
<td>Operations Management</td>
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<tr>
<td>MAN 4602</td>
<td>International Business</td>
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</tr>
<tr>
<td>MAN 4653</td>
<td>Global Strategy and Policy</td>
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UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>AVM 5516</td>
<td>Airline Management</td>
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<tr>
<td>AVM 5240</td>
<td>Aviation Insurance and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3110</td>
<td>FBO and Flight School Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4630</td>
<td>Aviation Labor Relations</td>
<td>3</td>
</tr>
<tr>
<td>AVS 3472</td>
<td>Aviation Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2100</td>
<td>Introduction to Space</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3065</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4451</td>
<td>Airport Planning</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3871</td>
<td>Aviation Safety</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Aviation/Aerospace with a Concentration in Aviation Maintenance Management

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Only those students holding an FAA Airframe, FAA Powerplant or an FAA A&P certificate may enroll in this degree program. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Aviation Maintenance Management is designed for individuals holding Airframe/Powerplant credentials intending to work within the various maintenance career paths in the aviation industry. This Concentration enables those individuals to capitalize on their FAA certifications in completing an academic degree in the maintenance field.

Program Objectives:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

Program Outline:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
ENC 1101 English Composition I 3 credit hours
ENC 1102 English Composition II 3 credit hours

MATH (6 CREDIT HOURS)
MAC 105 College Algebra 3 credit hours
MGF 2106 College Math (or Math courses equivalent or higher) 3 credit hours

COMPUTER (3 CREDIT HOURS)
CGS 1060C Introduction to Computer Applications 3 credit hours

HUMANITIES/FINE ARTS (3 CREDIT HOURS)
AML 1000 American Literature 3 credit hours

COMMUNICATIONS (3 CREDIT HOURS)
SPC 1017 Speech 3 credit hours

BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
PSY 1012 Introduction to Psychology 3 credit hours
POS 1041 Political Science 3 credit hours

NATURAL SCIENCE (3 CREDIT HOURS)
HUN 1201 Fundamentals of Nutrition 3 credit hours

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
IDS 1021 Interdisciplinary Study 1 3 credit hours
IDS 1022 Interdisciplinary Study 2 3 credit hours
IDS 1023 Interdisciplinary Study 3 3 credit hours
IDS 1024 Interdisciplinary Study 4 3 credit hours
IDS 1025 Interdisciplinary Study 5 3 credit hours
IDS 1026 Interdisciplinary Study 6 3 credit hours
IDS 1027 Interdisciplinary Study 7 3 credit hours

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)

ASC 1010 History of Aviation 3 credit hours
ASC 1100 Introduction to Aeronautics 3 credit hours
ASC 2320 Aviation Law and Regulations 3 credit hours
BCN 102 Introduction to Sustainability 3 credit hours

AVIATION MAINTENANCE MANAGEMENT CONCENTRATION COURSES (18 CREDIT HOURS)

AVM 1000 A&P Fundamentals 3 credit hours
AVM 2045 Aviation Human Factors 3 credit hours
AVM 2470 Aviation Insurance and Risk Management 3 credit hours
AVM 3110 FBO and Flight School Management 3 credit hours
AVM 3240 Aviation Insurance and Risk Management 3 credit hours
AVM 3516 Airline Management 3 credit hours
AVM 4491 Aviation Operations Management 3 credit hours
AVM 4470 Aviation Maintenance Management 3 credit hours
AVM 4514 Aviation Operations Management 3 credit hours

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

AVM 3472 Aviation Human Factors 3 credit hours
AVM 3871 Aviation Safety 3 credit hours
AVM 4451 Airport Planning 3 credit hours
AVM 4914 Aviation Capstone Course 3 credit hours
BCN 1024 Aviation Operations Management 3 credit hours
BCN 1025 Principles of Supervision 3 credit hours
BCN 1026 Principles of Supervision 3 credit hours
BCN 1027 Principles of Supervision 3 credit hours

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

The Bachelor of Science Degree with a major in Aviation/Aerospace Concentration in Aviation Maintenance Management prepares individuals holding Airframe/Powerplant credentials intending to work within the various maintenance career paths in the aviation industry. This Concentration enables those individuals to capitalize on their FAA certifications in completing an academic degree in the maintenance field.
Bachelor of Science Degree with a Major in Aviation/Aerospace with a Concentration in Aviation Safety

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Aviation Safety is designed for individuals who wish to gain a solid foundation of aviation-specific knowledge and further focus on the specialized safety factors involved in various aspects of the Aviation industry.

Program Objectives:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

Program Outline:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
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<tr>
<td>ENC 1102</td>
<td>English Composition II</td>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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ENGLISH (3 CREDIT HOURS)

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<th>Course</th>
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<tr>
<td>ENC 101</td>
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</tr>
<tr>
<td>ENC 1102</td>
<td>English Composition II</td>
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MATH (6 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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</table>

COMPUTER (3 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
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<tbody>
<tr>
<td>CGS 1060C</td>
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HUMANITIES/FINE ARTS (3 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>AML 1000</td>
<td>American Literature</td>
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COMMUNICATIONS (3 CREDIT HOURS)

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
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<tr>
<td>SPC 1017</td>
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BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)

<table>
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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
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<tr>
<td>POS 1041</td>
<td>Political Science</td>
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NATURAL SCIENCE (3 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
<td>3</td>
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<td>IDS 1022</td>
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<td>IDS 1024</td>
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<td>IDS 1025</td>
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<td>IDS 1026</td>
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<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
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</tbody>
</table>

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LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>ASC 1010</td>
<td>History of Aviation</td>
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<tr>
<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2520</td>
<td>Aviation Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
</tbody>
</table>

AVIATION SAFETY CONCENTRATION COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC 2510</td>
<td>Aviation Regulations</td>
<td>3</td>
</tr>
<tr>
<td>ATT 2820</td>
<td>Air Traffic Control</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4675</td>
<td>Aviation Safety Programs</td>
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<tr>
<td>PAD 3370</td>
<td>Emergency Preparedness and Response</td>
<td>3</td>
</tr>
<tr>
<td>PAD 3391</td>
<td>Introduction to Crisis and Disaster Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 4574</td>
<td>Terrorism and Homeland Security</td>
<td>3</td>
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UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVM 3516</td>
<td>Airline Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3240</td>
<td>Aviation Insurance and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 5110</td>
<td>FBO and Flight School Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4630</td>
<td>Aviation Labor Relations</td>
<td>3</td>
</tr>
<tr>
<td>AVS 5472</td>
<td>Aviation Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>ASC 4050</td>
<td>Introduction to Space</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3065</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4451</td>
<td>Airline Safety</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3871</td>
<td>Aviation Safety</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Aviation/Aerospace with a Concentration in Aviation Security

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Aviation Security is designed for individuals seeking a degree focused on detection, response, and prevention of tactics and practices within aviation which may result in loss of life and property and disrupt the safe flow of passengers and cargo.

Program Objectives:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

Program Outline:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 1102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
<td>3</td>
</tr>
<tr>
<td>GES 1060C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>AML 1000</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
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MATH (6 CREDIT HOURS)

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<tbody>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
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<tr>
<td>POS 1041</td>
<td>Political Science</td>
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NATURAL SCIENCE (3 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
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<th>Credits</th>
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<tbody>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
<td>3</td>
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<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
<td>3</td>
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<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Study 4</td>
<td>3</td>
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<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
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<td>IDS 1026</td>
<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
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GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ASC 1010</td>
<td>History of Aviation</td>
<td>3</td>
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<tr>
<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2320</td>
<td>Aviation Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3500</td>
<td>Introduction to Sustainability</td>
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AVIATION SECURITY CONCENTRATION COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
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<tbody>
<tr>
<td>ASC 445</td>
<td>Counterterrorism and Aviation</td>
<td>3</td>
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<tr>
<td>AVM 140</td>
<td>Aviation and Airport Security</td>
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</table>

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AVM 3516</td>
<td>Airline Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3240</td>
<td>Aviation Insurance and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3110</td>
<td>FBO and Flight School Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4530</td>
<td>Corporate Aviation Operations</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4630</td>
<td>Aviation Labor Relations</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3472</td>
<td>Aviation Human Factors</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4050</td>
<td>Introduction to Space</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3065</td>
<td>Business Ethics</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4451</td>
<td>Airport Planning</td>
<td>3</td>
</tr>
<tr>
<td>AVM 3871</td>
<td>Aviation Safety</td>
<td>3</td>
</tr>
<tr>
<td>Geb 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.
Bachelor of Science Degree with a Major in Aviation/Aerospace with a Concentration in Flight Operations

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Only those students holding an FAA Commercial Instrument Multi-engine pilot certificate, or above, may enroll in this degree program. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:
The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas include aviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Flight Operations is designed for individuals holding pilot credentials with Commercial Instrument Multi-Engine ratings or above who intend to fly for commercial airlines or for the corporate/private sector. This Concentration enables those individuals to capitalize on their FAA certifications in completing an academic degree in the aviation field.

Program Objectives:
The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

Program Outline:
To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)
- ENGLISH (6 CREDIT HOURS)
  - ENC 1101 English Composition I 3 credit hours
  - ENC 1102 English Composition II 3 credit hours
- MATH (6 CREDIT HOURS)
  - MAC 1105 College Algebra 3 credit hours
  - MGF 2106 College Math (or Math courses equivalent or higher) 3 credit hours
- COMPUTER (3 CREDIT HOURS)
  - CGS 1060C Introduction to Computer Applications 3 credit hours
- HUMANITIES/FINE ARTS (3 CREDIT HOURS)
  - AML 1000 American Literature 3 credit hours
- COMMUNICATIONS (3 CREDIT HOURS)
  - SPC 1017 Speech 3 credit hours

BEHAVIORAL SCIENCE / SOCIAL SCIENCE (6 CREDIT HOURS)
- PSY 1012 Introduction to Psychology 3 credit hours
- POS 1041 Political Science 3 credit hours

NATURAL SCIENCE (3 CREDIT HOURS)
- HUN 1201 Fundamentals of Nutrition 3 credit hours

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)
- IDS 1021 Interdisciplinary Study 1 3 credit hours
- IDS 1022 Interdisciplinary Study 2 3 credit hours
- IDS 1023 Interdisciplinary Study 3 3 credit hours
- IDS 1024 Interdisciplinary Study 4 3 credit hours
- IDS 1025 Interdisciplinary Study 5 3 credit hours
- IDS 1026 Interdisciplinary Study 6 3 credit hours
- IDS 1027 Interdisciplinary Study 7 3 credit hours

* The IDS courses allow credit for appropriate prior learning. FAA Certifications and Ratings, Aviation, Management, Physical Science, Statistics, and Marketing are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

LOWER DIVISION REQUIRED COURSES (12 CREDIT HOURS)
- ASC 1100 Introduction to Aeronautics 3 credit hours
- ASC 2320 Aviation Law and Regulations 3 credit hours
- BCN 102 Introduction to Sustainability 3 credit hours

FLIGHT OPERATIONS CONCENTRATION COURSES (18 CREDIT HOURS)
* NOTE: Credit granted only with FAA Commercial Instrument Multi-engine or above
- ATT 2820 Air Traffic Control 3 credit hours
- ASC 3211 Aviation Meteorology 3 credit hours
- ASC 3471 Physiology of Flight 3 credit hours
- ASC 3551 Aerodynamics 3 credit hours
- ASC 3611 Aircraft Engines 3 credit hours
- ASC 3612 Aircraft Systems 3 credit hours

UPPER DIVISION REQUIRED COURSES (42 CREDIT HOURS)
- AVM 3516 Airline Management 3 credit hours
- AVM 3240 Aviation Insurance and Risk Management 3 credit hours
- AVM 3110 FBO and Flight School Management 3 credit hours
- AVM 4530 Corporate Aviation Operations 3 credit hours
- AVM 4630 Aviation Labor Relations 3 credit hours
- AYS 3472 Aviation Human Factors 3 credit hours
- ASC 4050 Introduction to Space 3 credit hours
- MAN 3065 Business Ethics 3 credit hours
- AVM 4451 Airport Planning 3 credit hours
- ASC 3871 Aviation Safety 3 credit hours
- GEB 3934 Critical Thinking in Business 3 credit hours
- ENC 3213 Writing for Managers 3 credit hours
- MAN 4583 Project Management 3 credit hours
- AVM 4914 Aviation Capstone Course 3 credit hours

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Aviation/Aerospace with a Concentration in Management

The curriculum of Everglades University is designed to give students the opportunity to acquire a Bachelor of Science Degree with a major in Aviation/Aerospace that can include an area of Concentration. The program provides the aviation professional with an extensive academic background to complement his/her aviation technical background whether it is in Air Traffic Control, Aviation Maintenance, Flight Operations, Dispatch Operations through verified FAA Certifications or Military Aviation Operations. Individuals not holding FAA Certifications will be able to complete the program with required coursework. The program provides a solid general education combined with the flexibility for coursework covering a wide range of specific aviation courses and a strong line-up of management courses.

Bachelor of Science Degree with a major in Aviation/Aerospace Description:

The Bachelor of Science Degree with a major in Aviation/Aerospace combines communication, analytical and technical skills used in the aviation/aerospace industry, as well as a general education component, and can include an area of concentration. Concentration areas includeaviation safety, flight operations, management, aviation maintenance management, aviation operations management, or security. The degree prepares graduates for entry into and advancement within the diverse field of aviation specific to their desires and industry needs. Graduates will be prepared to meet the challenges of the diverse and dynamic aviation industry.

Concentration Description: The Concentration in Management is designed for individuals interested in the pure management aspects of the aviation industry. This Concentration includes a sequence of management courses as well as specialized courses specific to the field of aviation management, both of which complement the core aviation classes offered in this degree program.

Program Objectives:

The Bachelor of Science Degree with a major in Aviation/Aerospace includes a concentration which provides the opportunity for graduates to broaden their knowledge of the aviation industry based on a selected area of study. The program also enhances graduates use of aviation/aerospace analytical and communication skills to obtain an understanding of general aviation/aerospace principles, laws and regulations, operations as well as specific skills and knowledge based on their concentration selected.

Program Outline:

To receive a Bachelor of Science Degree with a major in Aviation/Aerospace, students must complete 123 credit hours as described below. The length of the program is 41 months.

Bachelor of Science Degree with a major in Aviation/Aerospace Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 1101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MAC 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
<td>3</td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
<td>3</td>
</tr>
<tr>
<td>CTS 1018</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>HUM 1000</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>POS 1011</td>
<td>Political Science</td>
<td>3</td>
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<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
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<tr>
<td>ASC 2320</td>
<td>Aviation Law and Regulations</td>
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<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
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<tr>
<td>ASC 3200</td>
<td>Aviation Operations</td>
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<td>ASC 3871</td>
<td>Aviation Safety</td>
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<tr>
<td>ASC 4050</td>
<td>History of Aviation</td>
<td>3</td>
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<td>ASC 3901</td>
<td>Airline Management</td>
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<tr>
<td>ASC 3101</td>
<td>Airline Training and Management</td>
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<td>MAN 3151</td>
<td>Relationship Management</td>
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<td>MAN 3401</td>
<td>Human Resource Management</td>
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<td>AVM 3472</td>
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<td>Aviation Operations</td>
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<td>Aviation Safety</td>
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<td>AVM 4301</td>
<td>Aviation Insurance and Risk Management</td>
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<td>AVM 4601</td>
<td>Aviation Labor Relations</td>
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<td>Critical Thinking in Business</td>
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<td>AVM 4914</td>
<td>Writing for Managers</td>
<td>3</td>
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<tr>
<td>AVM 4914</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>AVM 4914</td>
<td>Aviation Capstone Course</td>
<td>3</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Surveying Management (for Construction and Roadway)

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Surveying Management, as well as to prepare him/her for an entry-level career in surveying management. This surveying management degree focuses on the management skills and business knowledge required for the environment of the surveying management field.

Bachelor of Science Degree with a Major in Surveying Management Description:

The Bachelor of Science Degree with a major in Surveying Management provides instruction in management skills and surveying for construction industry specific technical and occupational subjects, such as surveying for route and boundary, platting, and geotechnical technology. This degree program prepares graduates for a productive career in the surveying industry as a manager or supervisor. Graduates of this program will be prepared for productive management careers in the surveying field with knowledge in surveying, estimating, and contracts.

Program Objectives:

The Bachelor of Science Degree with a major in Surveying Management provides students with a broad-based knowledge of the surveying and construction industry combined with a solid general education and extensive training in business and management applications as well as law, regulations, planning, design, theory and methods used in the surveying field.

Program Outline:

To receive a Bachelor of Science Degree with a major in Surveying Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Surveying Management Courses:

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)

ENC 1101 English Composition I 3 credit hours
ENC 2102 English Composition II 3 credit hours

COMPUTER (3 CREDIT HOURS)

CGS 1060C Introduction to Computer Applications 3 credit hours

COMMUNICATIONS (3 CREDIT HOURS)

SPC 1017 Speech 3 credit hours

HUMANITIES/FINE ARTS (3 CREDIT HOURS)

AML 1000 American Literature 3 credit hours

MATH (6 CREDIT HOURS)

MAC 1105 College Algebra 3 credit hours

OR

MGF 2106 College Math 3 credit hours

STA 2044 Statistics (required) 3 credit hours

SOCIAL SCIENCE (3 CREDIT HOURS)

POS 1041 Political Science 3 credit hours

NATURAL SCIENCE (3 CREDIT HOURS)

HUN 1201 Fundamentals of Nutrition 3 credit hours

BEHAVIORAL SCIENCE (3 CREDIT HOURS)

PSY 1012 Introduction to Psychology 3 credit hours

LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

BCN 100 Fundamentals of Surveying 3 credit hours
BCN 200 Roadway Construction Management 3 credit hours
BCN 1251C Building Construction Drawing 3 credit hours
BCT 1706 Construction Documents 3 credit hours
BCN 2020 Introduction to Construction Techniques 3 credit hours
BCN 102 Introduction to Sustainability 3 credit hours

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

IDS 1021 Interdisciplinary Study 1 3 credit hours
IDS 1022 Interdisciplinary Study 2 3 credit hours
IDS 1023 Interdisciplinary Study 3 3 credit hours
IDS 1024 Interdisciplinary Study 4 3 credit hours
IDS 1025 Interdisciplinary Study 5 3 credit hours
IDS 1026 Interdisciplinary Study 6 3 credit hours
IDS 1027 Interdisciplinary Study 7 3 credit hours

(OR)

MAN 2345 Principles of Supervision 3 credit hours
ECO 1023 Microeconomics 3 credit hours
CGS 263 Organization and Technology of Information Systems 3 credit hours
ACG 2001 Accounting Principles I 3 credit hours
ACG 2011 Accounting Principles II 3 credit hours
BCT 1770 Construction Estimating 3 credit hours
BCN 1767 OSHA Standards 3 credit hours

IDS 1023 Interdisciplinary Study 3 3 credit hours
IDS 1024 Interdisciplinary Study 4 3 credit hours
IDS 1025 Interdisciplinary Study 5 3 credit hours
IDS 1026 Interdisciplinary Study 6 3 credit hours
IDS 1027 Interdisciplinary Study 7 3 credit hours

* The IDS courses allow credit for appropriate prior learning. Construction, Engineering, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

BCN 3762 Codes and Standards 3 credit hours
BCN 3223 Soil Mechanics for Construction 3 credit hours
BCN 3708 Construction Contracts 3 credit hours
BCN 4612 Construction Cost Estimating 3 credit hours
BCN 4703C Managing a Construction Project 3 credit hours
BCN 3224C Construction Techniques of Superstructures 3 credit hours
BCN 4720 Construction Scheduling 3 credit hours
BCN 4730 Construction Safety 3 credit hours
BCN 302 Statics and Strengths of Materials 3 credit hours
BCN 4740 Construction Law 3 credit hours
SRV 331 Route Surveying 3 credit hours
SRV 341 Boundary Surveying 3 credit hours
SRV 386 Instrumentation for Surveying 3 credit hours
SRV 455 Topographical Surveys and Mapping 3 credit hours
SRV 465 Highway Platting 3 credit hours
SRV 446 Geotechnical Technology 3 credit hours
SRV 489 Fundamentals of Surveying (FS) Exam Preparation 3 credit hours
SRV 499 Surveying Management Capstone Course 3 credit hours

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Alternative and Renewable Energy Management

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Alternative and Renewable Energy Management, as well as to prepare him/her for an entry-level career in Alternative and Renewable Energy Management. This Alternative and Renewable Energy Management degree focuses on the management skills and business knowledge required for the continually changing environment of the energy industry in construction management.

Bachelor of Science Degree with a Major in Alternative and Renewable Energy Management Description:

The Bachelor of Science Degree with a major in Alternative and Renewable Energy Management provides instruction in management skills and alternative and renewable energy specific technical and occupational subjects, such as Alternative and Renewable Energy Management, energy storage, and safety in construction. This degree program prepares graduates for a productive career in the alternative and renewable energy industry as a manager. Emphasis is placed on alternative energy principles, regulations, and business and management operations.

Program Objectives:

The Bachelor of Science Degree with a major in Alternative and Renewable Energy Management provides students with a broad based knowledge of the sustainable energies industry combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the alternative and renewable energy environment.

Program Outline:

To receive a Bachelor of Science Degree with a major in Alternative and Renewable Energy Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Alternative and Renewable Energy Management Courses

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDIT HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH (6 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>ENC 1101</td>
<td>English Composition I 3 credit hours</td>
</tr>
<tr>
<td>ENC 2102</td>
<td>English Composition II 3 credit hours</td>
</tr>
<tr>
<td>COMPUTER (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>CGS 1060C</td>
<td>Introduction to Computer Applications 3 credit hours</td>
</tr>
<tr>
<td>COMMUNICATIONS (3 CREDIT HOURS)</td>
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</tr>
<tr>
<td>SPC 1017</td>
<td>Speech 3 credit hours</td>
</tr>
<tr>
<td>HUMANITIES/FINE ARTS (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>AML 1000</td>
<td>American Literature 3 credit hours</td>
</tr>
<tr>
<td>MATH (6 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra 3 credit hours</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher) 3 credit hours</td>
</tr>
<tr>
<td>STA 2014</td>
<td>Statistics (required) 3 credit hours</td>
</tr>
<tr>
<td>SOCIAL SCIENCE (3 CREDIT HOURS)</td>
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<tr>
<td>POS 1041</td>
<td>Political Science 3 credit hours</td>
</tr>
<tr>
<td>NATURAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition 3 credit hours</td>
</tr>
<tr>
<td>BEHAVIORAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology 3 credit hours</td>
</tr>
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LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDIT HOURS</th>
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</thead>
<tbody>
<tr>
<td>BCT 1767</td>
<td>OSHA Standards 3 credit hours</td>
</tr>
<tr>
<td>ACG 2001</td>
<td>Accounting Principles I 3 credit hours</td>
</tr>
<tr>
<td>ACG 2111</td>
<td>Accounting Principles II 3 credit hours</td>
</tr>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability 3 credit hours</td>
</tr>
<tr>
<td>BCN 221</td>
<td>Introduction to Alternative and Renewable Energy Management 3 credit hours</td>
</tr>
<tr>
<td>BCN 233</td>
<td>Introduction to Alternative and Renewable Energy Regulations 3 credit hours</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>COURSE</th>
<th>CREDIT HOURS</th>
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</thead>
<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1 3 credit hours</td>
</tr>
<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2 3 credit hours</td>
</tr>
<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Study 3 3 credit hours</td>
</tr>
<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Study 4 3 credit hours</td>
</tr>
<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Study 5 3 credit hours</td>
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<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Study 6 3 credit hours</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7 3 credit hours</td>
</tr>
<tr>
<td>(OR)</td>
<td></td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Macroeconomics 3 credit hours</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing 3 credit hours</td>
</tr>
<tr>
<td>BCT 2040</td>
<td>MEP Plans and Specifications 3 credit hours</td>
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<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems 3 credit hours</td>
</tr>
<tr>
<td>MAN 2345</td>
<td>Principles of Supervision 3 credit hours</td>
</tr>
<tr>
<td>BCN 2793</td>
<td>Project Management for Construction 3 credit hours</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Financial Management 3 credit hours</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

<table>
<thead>
<tr>
<th>COURSE</th>
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<tbody>
<tr>
<td>BCN 3571</td>
<td>Energy and the Environment 3 credit hours</td>
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<tr>
<td>BCN 3551</td>
<td>Alternative Energy Equipment 3 credit hours</td>
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<tr>
<td>BCN 3552</td>
<td>Alternative Energy - Residential 3 credit hours</td>
</tr>
<tr>
<td>BCN 3553</td>
<td>Alternative Energy - Commercial 3 credit hours</td>
</tr>
<tr>
<td>BCN 4730</td>
<td>Construction Safety 3 credit hours</td>
</tr>
<tr>
<td>BCN 4755</td>
<td>Energy Storage and the Hydrogen Economy 3 credit hours</td>
</tr>
<tr>
<td>BCN 3556</td>
<td>Energy Policy 3 credit hours</td>
</tr>
<tr>
<td>BCN 4557</td>
<td>Managing an Alternative Energy Project 3 credit hours</td>
</tr>
<tr>
<td>BCN 3571</td>
<td>Solar Energy and Photovoltaics 3 credit hours</td>
</tr>
<tr>
<td>BCN 3572</td>
<td>Nuclear Energy 3 credit hours</td>
</tr>
<tr>
<td>BCN 4573</td>
<td>Wind Energy 3 credit hours</td>
</tr>
<tr>
<td>BCN 4574</td>
<td>Propane and Natural Gas 3 credit hours</td>
</tr>
<tr>
<td>BCN 4575</td>
<td>Hydroelectric Energy 3 credit hours</td>
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<tr>
<td>BCN 4576</td>
<td>Geothermal Energy 3 credit hours</td>
</tr>
<tr>
<td>BCN 4577</td>
<td>Biomass 3 credit hours</td>
</tr>
<tr>
<td>BCN 4799</td>
<td>Alternative and Renewable Energy Management Capstone Course 3 credit hours</td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
## Bachelor of Science Degree with a Major in Environmental Policy and Management

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Environmental Policy and Management, as well as to prepare him/her for an entry-level career in Environmental Policy and Management. This Environmental Policy and Management degree focuses on the management skills and business knowledge required for students to enter professions involved in government and environmentally related professions.

### Bachelor of Science Degree with a Major in Environmental Policy and Management

**Description:**
- The Bachelor of Science Degree with a major in Environmental Policy and Management provides instruction in business and management skills, environmental policy and specific technical and occupational subjects, such as the impact of industrialization on the environment and environmental technology and management.
- Emphasis is placed on communication skills, business and management skills, critical thinking, sustainability, and environmental regulations and policies.

**Program Objectives:**
- The Bachelor of Science Degree with a major in Environmental Policy and Management provides students with a broad based knowledge of the several emerging fields of study, including global environmental change, environmental planning, and environmental sustainability. This degree is applicable for government and industry environmentally related professions.

**Program Outline:**
- To receive a Bachelor of Science Degree with a major in Environmental Policy and Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

### Bachelor of Science Degree  Environmental Policy and Management Courses

#### GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>GES 1000</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>AML 1000</td>
<td>American Literature</td>
<td>3</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
<td>3</td>
</tr>
<tr>
<td>STA 214</td>
<td>Statistics (required)</td>
<td>3</td>
</tr>
<tr>
<td>POS 1041</td>
<td>Political Science</td>
<td>3</td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
</tbody>
</table>

#### LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEB 1011</td>
<td>Principles of Business</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2001</td>
<td>Accounting Principles I</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2011</td>
<td>Accounting Principles II</td>
<td>3</td>
</tr>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>COM 201</td>
<td>Negotiation Communications</td>
<td>3</td>
</tr>
<tr>
<td>EVR 242</td>
<td>Introduction to Environmental Policy</td>
<td>3</td>
</tr>
</tbody>
</table>

#### INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
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<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
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<tr>
<td>IDS 1024</td>
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<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>Introduction to Environmental Change</td>
<td>3</td>
</tr>
<tr>
<td>EVR 222</td>
<td>Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 1023</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2545</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

#### UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>COM 306</td>
<td>Communication and Environmental Justice</td>
<td>3</td>
</tr>
<tr>
<td>ENC 305</td>
<td>Business Excellence through Engineering Reasoning</td>
<td>3</td>
</tr>
<tr>
<td>ENC 5213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3094</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>MAR 3023</td>
<td>Marketing Management</td>
<td>3</td>
</tr>
<tr>
<td>PSY 307</td>
<td>The Science of Persuasion and Negotiation</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3504</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4602</td>
<td>International Business</td>
<td>3</td>
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<tr>
<td>BCN 3550</td>
<td>Energy and the Environment</td>
<td>3</td>
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<tr>
<td>BCN 3556</td>
<td>Energy Policy</td>
<td>3</td>
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<tr>
<td>EVR 350</td>
<td>Global Environmental Politics</td>
<td>3</td>
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<tr>
<td>EVR 350</td>
<td>Justice and Sustainability</td>
<td>3</td>
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<tr>
<td>EVR 375</td>
<td>U.S. Environmental Policy and Management</td>
<td>3</td>
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<tr>
<td>EVR 471</td>
<td>Coastal Environmental Management</td>
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<td>EVR 472</td>
<td>Environmental Technology and Management</td>
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<td>EVR 473</td>
<td>Environmental Impact Analysis</td>
<td>3</td>
</tr>
<tr>
<td>EVR 457</td>
<td>Environmental Change – Nature and Impact</td>
<td>3</td>
</tr>
<tr>
<td>EVR 4930</td>
<td>Environmental Policy and Management Capstone Course</td>
<td>3</td>
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</tbody>
</table>

#### TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE
- **123 CREDITS**
Bachelor of Science Degree with a Major in Land and Energy Management

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Land and Energy Management, as well as to prepare him/her for an entry-level career in Land and Energy Management. This Land and Energy Management degree focuses on the management skills and business knowledge required for students to enter professions involved in land and mineral rights acquisition for fossil fuel and renewable energy resource development.

Bachelor of Science Degree with a Major in Land and Energy Management

Description:
The Bachelor of Science Degree with a major in Land and Energy Management provides instruction in management skills and land and energy specific technical and occupational subjects, such as land use planning, regulations, and sustainable energy components. This degree program prepares graduates for a productive career in the land and energy industry as a manager. Emphasis is placed on communication skills, business and management skills, critical thinking, and environmental policies, regulations and requirements.

Program Objectives:
The Bachelor of Science Degree with a major in Land and Energy Management provides students with a broad based knowledge of the negotiations in the landwork and energy industries combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the land and energy environment.

Program Outline:
To receive a Bachelor of Science Degree with a major in Land and Energy Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Land and Energy Management Courses

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>COMPUTER (3 CREDIT HOURS)</td>
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<tr>
<td>GCS 1006C</td>
<td>Introduction to Computer Applications</td>
<td>3</td>
</tr>
<tr>
<td>COMMUNICATIONS (3 CREDIT HOURS)</td>
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<td></td>
</tr>
<tr>
<td>SPC 1017</td>
<td>Speech</td>
<td>3</td>
</tr>
<tr>
<td>HUMANITIES/FINE ARTS (3 CREDIT HOURS)</td>
<td></td>
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</tr>
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<td>MATH (6 CREDIT HOURS)</td>
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<td></td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
</tr>
<tr>
<td>OR</td>
<td>MGF 2106 College Math (or Math courses equivalent or higher)</td>
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</tr>
<tr>
<td>STA 2014</td>
<td>Statistics (required)</td>
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<td>SOCIAL SCIENCE (3 CREDIT HOURS)</td>
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<td>POS 1041</td>
<td>Political Science</td>
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<td>NATURAL SCIENCE (3 CREDIT HOURS)</td>
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<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
</tr>
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<td>BEHAVIORAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
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LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
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<tbody>
<tr>
<td>GEB 1011</td>
<td>Principles of Business</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2001</td>
<td>Accounting Principles I</td>
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<td>ACG 2011</td>
<td>Accounting Principles II</td>
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<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
<td>3</td>
</tr>
<tr>
<td>EVR 242</td>
<td>Introduction to Environmental Policy</td>
<td>3</td>
</tr>
<tr>
<td>BCN 222</td>
<td>Introduction to Land and Energy Policy Management</td>
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</table>

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
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<tr>
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<td>IDS 1024</td>
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<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
</tr>
<tr>
<td>(OR)</td>
<td>COM 201 Negotiation Communications</td>
<td>3</td>
</tr>
<tr>
<td>ECO 1023</td>
<td>Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECO 2013</td>
<td>Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>GCS 263</td>
<td>Organization and Technology of Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
<td>3</td>
</tr>
<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing</td>
<td>3</td>
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UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>COM 306</td>
<td>Communication and Environmental Justice</td>
<td>3</td>
</tr>
<tr>
<td>EGN 305</td>
<td>Business Excellence through Engineering Reasoning</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>GEB 3954</td>
<td>Critical Thinking in Business</td>
<td>3</td>
</tr>
<tr>
<td>PSY 307</td>
<td>The Science of Persuasion and Negotiation</td>
<td>3</td>
</tr>
<tr>
<td>BCN 315</td>
<td>GIS Data Analysis and Mapping</td>
<td>3</td>
</tr>
<tr>
<td>BCN 325</td>
<td>Oil, Gas and Energy Geopolitics and Law</td>
<td>3</td>
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<td>BCN 345</td>
<td>Land-Use Planning Regulations</td>
<td>3</td>
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<tr>
<td>BCN 3550</td>
<td>Energy and the Environment</td>
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<tr>
<td>BCN 3556</td>
<td>Energy Policy</td>
<td>3</td>
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<tr>
<td>BCN 3571</td>
<td>Solar Energy and Photovoltaics</td>
<td>3</td>
</tr>
<tr>
<td>BCN 3572</td>
<td>Nuclear Energy</td>
<td>3</td>
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<tr>
<td>BCN 4573</td>
<td>Wind Energy</td>
<td>3</td>
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<tr>
<td>BCN 4574</td>
<td>Propane and Natural Gas</td>
<td>3</td>
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<tr>
<td>BCN 4575</td>
<td>Hydroelectric Energy</td>
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<td>BCN 4576</td>
<td>Geothermal Energy</td>
<td>3</td>
</tr>
<tr>
<td>BCN 4577</td>
<td>Biomass</td>
<td>3</td>
</tr>
<tr>
<td>BCN 499</td>
<td>Land and Energy Management Capstone Course</td>
<td>3</td>
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</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Crisis and Disaster Management

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a Major in Crisis and Disaster Management, as well as to prepare him/her for an entry-level career in Crisis and Disaster Management. This Crisis and Disaster Management degree focuses on the management skills, business knowledge and associated critical thinking/decision making involved in planning, management, relief, and recovery from public crises and disasters.

Bachelor of Science Degree with a Major in Crisis and Disaster Management Description:
The Bachelor of Science Degree with a major in Crisis and Disaster Management provides instruction in Business and management skills and crisis and disaster management specific technical and occupational subjects, such as crisis and disaster management, terrorism, threat and emergency preparedness. This degree program prepares graduates for a productive career in the crisis and disaster management field. Emphasis is placed on communication skills, management skills, critical thinking, planning and response associated with public emergencies, disasters, and catastrophes.

Program Objectives:
The Bachelor of Science Degree with a major in Crisis and Disaster Management provides students with a broad based knowledge of crisis and disaster management combined with a general education foundation and business and management applications. Graduates of this program will be prepared for productive management careers in the crisis and disaster management environment.

Program Outline:
To receive a Bachelor of Science Degree with a major in Crisis and Disaster Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Crisis and Disaster Management Courses

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC 1101</td>
<td>English Composition I</td>
<td>3</td>
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<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
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<tr>
<td>COMPUTER</td>
<td>GCS 1000C</td>
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<tr>
<td>COMMUNICATIONS</td>
<td>SPC 1017</td>
<td>3</td>
</tr>
<tr>
<td>HUMANITIES/FINE ARTS</td>
<td>AML 1000</td>
<td>3</td>
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<tr>
<td>MATH</td>
<td>MAC 1105</td>
<td>3</td>
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<tr>
<td>SOCIAL SCIENCE</td>
<td>POS 1041</td>
<td>3</td>
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<tr>
<td>NATURAL SCIENCE</td>
<td>HUN 1201</td>
<td>3</td>
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<tr>
<td>BEHAVIORAL SCIENCE</td>
<td>PSY 1012</td>
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LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

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<th>Course</th>
<th>Title</th>
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<tbody>
<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
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<tr>
<td>ACG 2001</td>
<td>Accounting Principles I</td>
<td>3</td>
</tr>
<tr>
<td>ACG 2011</td>
<td>Accounting Principles II</td>
<td>3</td>
</tr>
<tr>
<td>MAN 1021</td>
<td>Principles of Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 291</td>
<td>Introduction to Crisis and Disaster Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 295</td>
<td>Basic Emergency Planning</td>
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INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
<td>3</td>
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<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
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<tr>
<td>IDS 1024</td>
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<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
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<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
<td>3</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, Information Security, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

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<tr>
<th>Course</th>
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<td>GGS 3502C</td>
<td>Management Information Systems</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4045</td>
<td>Effective Team Management</td>
<td>3</td>
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<tr>
<td>MAN 4301</td>
<td>Human Resources Management</td>
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<td>MAN 3151</td>
<td>Relationship Management</td>
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<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
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<tr>
<td>SOP 3790</td>
<td>Crisis and Disaster Psychology</td>
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<tr>
<td>PAD 3395</td>
<td>Community Disaster Mitigation and Recovery</td>
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</tr>
<tr>
<td>PAD 3370</td>
<td>Emergency Preparedness and Response</td>
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</tr>
<tr>
<td>PAD 3383</td>
<td>Emergency Management and Public Policy</td>
<td>3</td>
</tr>
<tr>
<td>PAD 3390</td>
<td>Hazard Analysis and Risk Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 4592</td>
<td>Emergency Operations Center (EOC) Operations and Design</td>
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<tr>
<td>PAD 4572</td>
<td>Crisis and Disaster Management and Public Outreach</td>
<td>3</td>
</tr>
<tr>
<td>PAD 4574</td>
<td>Terrorism and Homeland Security</td>
<td>3</td>
</tr>
<tr>
<td>SYD 4511</td>
<td>Disaster and Society</td>
<td>3</td>
</tr>
<tr>
<td>PAD 4844</td>
<td>Disaster Health Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4554</td>
<td>Business Continuity Planning and Management</td>
<td>3</td>
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<tr>
<td>PAD 4878</td>
<td>Crisis and Disaster Management Capstone Course</td>
<td>3</td>
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</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Bachelor of Science Degree with a Major in Hospitality Management

The Bachelor of Science Degree with a major in Hospitality Management seeks to provide students with a well-rounded view of the purpose and operations of the service and hospitality management entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of the hospitality management principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the business environment.

Bachelor of Science Degree with a Major in Hospitality Management Description:

The Bachelor of Science Degree with a major in Hospitality Management provides instruction in management skills. Students in this program will use a computer and software applications necessary in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the service and hospitality management environment.

Program Objectives:

The Bachelor of Science Degree with a major in Hospitality Management provides instruction in relevant business skills. Students in this program will use computer and software applications typically used in the hospitality management environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the hospitality management environment.

Program Outline:

To receive a Bachelor of Science Degree with a major in Hospitality Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Hospitality Management Courses:

GENERAL EDUCATION COURSES (50 CREDIT HOURS)

ENGLISH (6 CREDIT HOURS)
- ENC 1101 English Composition I
- ENC 2102 English Composition II

COMPUTER (3 CREDIT HOURS)
- CGS 1060C Introduction to Computer Applications

COMMUNICATIONS (3 CREDIT HOURS)
- SPC 1017 Speech

HUMANITIES/FINE ARTS (3 CREDIT HOURS)
- AML 1000 American Literature

MATH (6 CREDIT HOURS)
- MAC 1105 College Algebra
- OR
- MGF 2106 College Math
- STA 2014 Statistics (required)

SOCIAL SCIENCE (3 CREDIT HOURS)
- POS 1041 Political Science

NATURAL SCIENCE (3 CREDIT HOURS)
- HUN 1201 Fundamentals of Nutrition

BEHAVIORAL SCIENCE (3 CREDIT HOURS)
- PSY 1012 Introduction to Psychology

LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

- ACG 2001 Accounting Principles I
- ACG 2011 Accounting Principles II
- BCN 102 Introduction to Sustainability
- HFT 101 Principles of Hospitality Management
- HFT 201 Front of the House
- HFT 225 Fundamentals of the Service Industry

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

- IDS 1021 Interdisciplinary Study 1
- IDS 1022 Interdisciplinary Study 2
- IDS 1023 Interdisciplinary Study 3
- IDS 1024 Interdisciplinary Study 4
- IDS 1025 Interdisciplinary Study 5
- IDS 1026 Interdisciplinary Study 6
- IDS 1027 Interdisciplinary Study 7

(OR)

- MAN 2345 Principles of Supervision
- ECO 1023 Microeconomics
- MAN 2103 Customer Relationship Management
- MAR 1011 Introduction to Marketing
- ACG 2150 Accounting Information Systems
- ACG 2450 Accounting Information Systems
- MAN 1021 Principles of Management
- CGS 265 Organization and Technology of Information Systems
* The IDS courses allow credit for appropriate prior learning. Hospitality Management, Accounting, Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

- MAN 3151 Relationship Management
- ENC 3213 Writing for Managers
- GGS 3502C Management Information Systems
- GEB 3934 Critical Thinking in Business
- ACG 3301 Managerial Accounting and Financial Analysis
- MAR 5023 Marketing Management
- MAN 3504 Operations Management
- MAN 4045 Effective Team Management
- MAN 3065 Business Ethics
- MAN 4653 Global Strategy and Policy
- MAN 4583 Project Management
- MAN 4301 Human Resources Management
- HFT 311 Facilities Planning and Management
- HFT 311 Food and Beverage Management
- HFT 363 Effective Customer Service
- HFT 422 Business and Technology of Sustainability
- HFT 455 Convention and Exhibition Management
- HFT 499 Hospitality Management Capstone Course

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE

123 CREDITS
**Bachelor of Science Degree with a Major in Business Administration**

The Bachelor of Science Degree with a major in Business Administration seeks to provide students with a well-rounded view of the purpose and operations of business entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of general business principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the business environment.

**Bachelor of Science Degree with a Major in Business Administration Description:**

The Bachelor of Science Degree with a major in Business Administration provides instruction in management skills. Students in this program will use a computer and software applications necessary in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**Program Objectives:**

The Bachelor of Science Degree with a major in Business Administration provides instruction in relevant business skills. Students in this program will use a computer and software applications typically used in a business environment.

This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**Program Outline:**

To receive a Bachelor of Science Degree with a major in Business Administration, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

**Bachelor of Science Degree Business Administration Courses**

**GENERAL EDUCATION COURSES (30 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<td>ENGLISH (6 CREDIT HOURS)</td>
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<td>English Composition I</td>
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<tr>
<td>ENC 2102</td>
<td>English Composition II</td>
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<tr>
<td>COMPUTER (3 CREDIT HOURS)</td>
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</tr>
<tr>
<td>CGS 1000C</td>
<td>Introduction to Computer Applications</td>
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</tr>
<tr>
<td>COMMUNICATIONS (3 CREDIT HOURS)</td>
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<tr>
<td>SPC 1017</td>
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<tr>
<td>HUMANITIES/FINE ARTS (3 CREDIT HOURS)</td>
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<tr>
<td>AML 1000</td>
<td>American Literature</td>
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<tr>
<td>MATH (6 CREDIT HOURS)</td>
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<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
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</tr>
<tr>
<td>OR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MGF 2106</td>
<td>College Math (or Math courses equivalent or higher)</td>
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<tr>
<td>STA 2014</td>
<td>Statistics (required)</td>
<td>3</td>
</tr>
<tr>
<td>SOCIAL SCIENCE (3 CREDIT HOURS)</td>
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<td></td>
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<tr>
<td>POS 1041</td>
<td>Political Science</td>
<td>3</td>
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<tr>
<td>NATURAL SCIENCE (3 CREDIT HOURS)</td>
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<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
</tr>
<tr>
<td>BEHAVIORAL SCIENCE (3 CREDIT HOURS)</td>
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</tr>
<tr>
<td>PSY 1012</td>
<td>Introduction to Psychology</td>
<td>3</td>
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**LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)**

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<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<td>ACG 2001</td>
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<td>ACG 2011</td>
<td>Accounting Principles II</td>
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<tr>
<td>BCN 102</td>
<td>Introduction to Sustainability</td>
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<td>FIN 2001</td>
<td>Financial Management</td>
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<td>GEB 1011</td>
<td>Principles of Business</td>
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<tr>
<td>MAN 1021</td>
<td>Principles of Management</td>
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**INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)**

<table>
<thead>
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<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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<tbody>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Study 1</td>
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<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Study 2</td>
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<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Study 3</td>
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</tr>
<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Study 4</td>
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<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Study 5</td>
<td>3</td>
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<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Study 6</td>
<td>3</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Study 7</td>
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<tr>
<td>OR</td>
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<tr>
<td>MAN 2345</td>
<td>Principles of Supervision</td>
<td>3</td>
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<td>ECO 1023</td>
<td>Microeconomics</td>
<td>3</td>
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<tr>
<td>MAN 2163</td>
<td>Customer Relationship Management</td>
<td>3</td>
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<tr>
<td>MAR 1011</td>
<td>Introduction to Marketing</td>
<td>3</td>
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<tr>
<td>ACG 2450</td>
<td>Accounting Information Systems</td>
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</tr>
<tr>
<td>COM 201</td>
<td>Negotiation Communications</td>
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</tr>
<tr>
<td>CGS 263</td>
<td>Organization and Technology of Information Systems</td>
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</table>

* The IDS courses allow credit for appropriate prior learning. Business Administration, Marketing, Management, Accounting, Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

**UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>MAN 3151</td>
<td>Relationship Management</td>
<td>3</td>
</tr>
<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4602</td>
<td>International Business</td>
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<tr>
<td>GEB 3302C</td>
<td>Management Information Systems</td>
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<tr>
<td>FIN 3400</td>
<td>Principles of Financial Management</td>
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<tr>
<td>BUL 4421</td>
<td>Business Law</td>
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<tr>
<td>GEB 3534</td>
<td>Critical Thinking in Business</td>
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<tr>
<td>MAR 3023</td>
<td>Marketing Management</td>
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</tr>
<tr>
<td>STA 3060</td>
<td>Research and Statistical Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3504</td>
<td>Operations Management</td>
<td>3</td>
</tr>
<tr>
<td>MAN 4045</td>
<td>Effective Team Management</td>
<td>3</td>
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<tr>
<td>QMB 3600</td>
<td>Quantitative Methods in Administration</td>
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<tr>
<td>ACG 3501</td>
<td>Managerial Accounting and Financial Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MAN 3565</td>
<td>Business Ethics</td>
<td>3</td>
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<tr>
<td>MAN 4635</td>
<td>Global Strategy and Policy</td>
<td>3</td>
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<tr>
<td>MAN 4583</td>
<td>Project Management</td>
<td>3</td>
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<td>MAN 4501</td>
<td>Human Resource Management</td>
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<tr>
<td>GEB 4999</td>
<td>Business Capstone Course</td>
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</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS**
### Bachelor of Science Degree with a Major in International Business

The Bachelor of Science Degree with a major in International Business seeks to provide students with a well-rounded view of the purpose and operations of business entities from a financial, economics, marketing and management perspective combined with a solid general education foundation. Graduates will be able to understand a variety of general and international business principles, to use analytical, technical and critical thinking skills to solve problems in an ethical manner, and to communicate effectively in the international business environment.

**Bachelor of Science Degree with a Major in International Business Description:**

The Bachelor of Science Degree with a major in International Business provides instruction in management skills. Students in this program will use a computer and software applications necessary in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**Program Objectives:**

The Bachelor of Science Degree with a major in International Business provides instruction in relevant business skills. Students in this program will use a computer and software applications typically used in a business environment. This program of study will prepare graduates for managerial employment positions such as managers, assistant managers, supervisors, and other related administrative assignments in the business environment.

**Program Outline:**

To receive a Bachelor of Science Degree with a major in International Business, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

### Bachelor of Science Degree International Business Courses:

**GENERAL EDUCATION COURSES (50 CREDIT HOURS)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH (6 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>ENC 1101 English Composition I</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ENC 2102 English Composition II</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>COMPUTER (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>CGS 1060C Introduction to Computer Applications</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>COMMUNICATIONS (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>SPC 1017 Speech</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>HUMANITIES/FINE ARTS (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>AML 1000 American Literature</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MATH (6 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>MAC 1105 College Algebra</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>OR</td>
<td></td>
</tr>
<tr>
<td>MGF 2106 College Math</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>STA 2014 Statistics (required)</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>SOCIAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>POS 1041 Political Science</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>NATURAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>HUN 1201 Fundamentals of Nutrition</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>BEHAVIORAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>PSY 1012 Introduction to Psychology</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>ACG 2001 Accounting Principles I</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ACG 2011 Accounting Principles II</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>BCN 102 Introduction to Sustainability</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 1011 Principles of Business</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 201 Fundamentals of International Business</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 233 Introduction to Global Policy</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>IDS 1021 Interdisciplinary Study 1</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1022 Interdisciplinary Study 2</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1023 Interdisciplinary Study 3</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1024 Interdisciplinary Study 4</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1025 Interdisciplinary Study 5</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1026 Interdisciplinary Study 6</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>IDS 1027 Interdisciplinary Study 7</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>(OR)</td>
<td></td>
</tr>
<tr>
<td>MAN 2345 Principles of Supervision</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ECO 1023 Microeconomics</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 2165 Customer Relationship Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAR 1011 Introduction to Marketing</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ACG 2450 Accounting Information Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>COM 201 Negotiation Communications</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>CSM 263 Organization and Technology of Information Systems</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Marketing, Management, Accounting Economics, Finance, Management Information Systems, International Business, Human Resource Management, Health Services Administration, and Statistics are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

**UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS) |         |
| MAN 3151 Relationship Management | 3 credit hours |
| ENC 5213 Writing for Managers | 3 credit hours |
| CGS 5502C Management Information Systems | 3 credit hours |
| GEB 3934 Critical Thinking in Business | 3 credit hours |
| ACG 3501 Managerial Accounting and Financial Analysis | 3 credit hours |
| MAR 3023 Marketing Management | 3 credit hours |
| MAN 4045 Effective Team Management | 3 credit hours |
| MAN 4653 Global Strategy and Policy | 3 credit hours |
| MAN 4583 Project Management | 3 credit hours |
| MAN 4501 Human Resources Management | 3 credit hours |
| MAN 311 Effective Global Management | 3 credit hours |
| GEB 351 Analyzing the Global Business Environment | 3 credit hours |
| MAN 354 International Operations Management | 3 credit hours |
| MAN 355 International Business Ethics | 3 credit hours |
| MAN 365 Managing the International Environment | 3 credit hours |
| GEB 422 Putting Global Strategy into Action | 3 credit hours |
| GEB 453 Politics in International Business | 3 credit hours |
| GEB 498 International Business Capstone Course | 3 credit hours |

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE** : 123 CREDITS
Bachelor of Science Degree with a Major in Construction Management

The curriculum is designed to allow the student to acquire a Bachelor of Science Degree with a major in Construction Management, as well as to prepare him/her for an entry-level career in Construction Management. This construction management degree focuses on the management skills and business knowledge required for the continually changing environment of the construction industry.

Bachelor of Science Degree with a Major in Construction Management Description:

The Bachelor of Science Degree with a major in Construction Management provides instruction in management skills and construction industry specific technical and occupational subjects, such as construction planning, design, and safety. This degree program prepares graduates for a productive career in the construction industry as a manager, project manager, or property manager. Graduates of this program will be prepared for productive management careers in the construction business with knowledge in construction ethics, estimating, and contracts. This degree program prepares graduates to sit for the LEED Green Associates exam in order to become a Certified LEED Green Associate.

Program Objectives:

The Bachelor of Science Degree with a major in Construction Management provides students with a broad-based knowledge of the construction industry combined with a solid general education and extensive training in business and management applications as well as law, regulations, planning, design, theory and methods used in the construction field.

Program Outline:

To receive a Bachelor of Science Degree with a major in Construction Management, students must complete 123 credit hours as described below. The length of this program is approximately 41 months (this will vary if a student transfers in credits).

Bachelor of Science Degree Construction Management Courses

GENERAL EDUCATION COURSES (30 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGLISH (6 CREDIT HOURS)</td>
<td></td>
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<tr>
<td>ENC 1101 English Composition I 3 credit hours</td>
<td></td>
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</tr>
<tr>
<td>AML 1000 American Literature 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>MATH (6 CREDIT HOURS)</td>
<td></td>
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<tr>
<td>OR MGF 2106 College Math 3 credit hours</td>
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<tr>
<td>(or Math courses equivalent or higher)</td>
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</tr>
<tr>
<td>STA 214 Statistics (required) 3 credit hours</td>
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</tr>
<tr>
<td>SOCIAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
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<tr>
<td>POS 1041 Political Science 3 credit hours</td>
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<td>BEHAVIORAL SCIENCE (3 CREDIT HOURS)</td>
<td></td>
</tr>
<tr>
<td>PSY 1012 Introduction to Psychology 3 credit hours</td>
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LOWER DIVISION REQUIRED COURSES (18 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 1251C Building Construction Drawing 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCT 1770 Construction Estimating 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCT 1767 OSHA Standards 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCT 1706 Construction Documents 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 2020 Introduction to Construction Techniques 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 102 Introduction to Sustainability 3 credit hours</td>
<td></td>
</tr>
</tbody>
</table>

INTERDISCIPLINARY STUDIES* (21 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
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</thead>
<tbody>
<tr>
<td>IDS 1021 Interdisciplinary Study 1 3 credit hours</td>
<td></td>
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<tr>
<td>IDS 1022 Interdisciplinary Study 2 3 credit hours</td>
<td></td>
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<tr>
<td>IDS 1023 Interdisciplinary Study 3 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>IDS 1024 Interdisciplinary Study 4 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>IDS 1025 Interdisciplinary Study 5 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>IDS 1026 Interdisciplinary Study 6 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>IDS 1027 Interdisciplinary Study 7 3 credit hours</td>
<td></td>
</tr>
</tbody>
</table>

* The IDS courses allow credit for appropriate prior learning. Construction, Business Administration, Management, Accounting, Macroeconomics, Finance, Management Information Systems, International Business, and Human Resource Management are commonly accepted disciplines for transfer credit into this degree major. Additional courses may be evaluated and accepted at the discretion of the Dean of Academic Affairs or Program Director.

UPPER DIVISION REQUIRED COURSES (54 CREDIT HOURS)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCN 3762 Codes and Standards 3 credit hours</td>
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</tr>
<tr>
<td>BCN 3223 Soil Mechanics for Construction 3 credit hours</td>
<td></td>
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<tr>
<td>BCN 3027 Construction Ethics 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 301 Mechanical and Electrical Systems 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 3708 Construction Contracts 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4612 Construction Cost Estimating 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4703C Managing a Construction Project 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 3224C Construction Techniques of Superstructures 3 credit hours</td>
<td></td>
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<tr>
<td>BCN 4510 Mechanical Systems: Heating and Cooling 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4720 Construction Scheduling 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4284C Construction Layout Planning 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4730 Construction Safety 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4590 LEED Certification and Green Sustainability 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 302 Statics and Strengths of Materials 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4740 Construction Law 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 3461 Concrete Masonry Design in Construction 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 3753 Financial Control of Construction Organizations 3 credit hours</td>
<td></td>
</tr>
<tr>
<td>BCN 4709C Construction Management Capstone Course 3 credit hours</td>
<td></td>
</tr>
</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 123 CREDITS
Master's Degree in Public Health Administration

The curriculum is designed to allow the student to acquire a Master’s Degree in Public Health Administration as well as prepare him/her for a career in Public Health Administration. This degree will prepare the student for a career beyond entry-level in Public Health Administration.

The program leading to the Master’s Degree Public Health Administration (MPH) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of Public Health Administration through an analytical, decision-making process which focuses on solving practical problems.

**Master’s Degree in Public Health Administration Description:**

The MPH curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Public Health Administration professionals come from varying educational backgrounds and can specialize in an array of fields. A host of specialists, including teachers, journalists, researchers, administrators, environmentalists, demographers, social workers, laboratory scientists, and attorneys, work to protect the health of the public.

**Program Objectives:**

The Master’s Degree Public Health Administration (MPH) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as improving access to health care, controlling infectious disease, influencing healthcare policy, community health assessment, and epidemiology. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

**Program Outline:**

To receive a Master’s Degree Public Health Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**Master’s Degree in Public Health Administration Courses**

<table>
<thead>
<tr>
<th>PUBLIC HEALTH ADMINISTRATION REQUIRED COURSES (21 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HSA 5103 Introduction to US Healthcare Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 5000 Principles of Epidemiology</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>HSA 5152 Influencing Healthcare Policy</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 5102 Public Health Administration Practices</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6706 Research Methods in Public Health</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6750 Community Health Assessment</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 667 Biostatistics</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PUBLIC HEALTH ADMINISTRATION ELECTIVE COURSES (12 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>MAN 5244 Advanced Organizational Behavior</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 5147 Leadership Skills for Managers</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 5305 Human Resource Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 5805 Business Policy and Decision Making</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

**CAPSTONE COURSE (3 CREDITS)**

| PHC 5936 Public Health Administration Capstone Course | 3 credit hours |

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

36 CREDITS

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**Master’s Degree in Public Health Administration with a Concentration in Complementary and Alternative Medicine (CAM)**

The curriculum is designed to allow the student to acquire a Master’s Degree in Public Health Administration as well as prepare him/her for a career in Public Health Administration. This degree will prepare the student for a career beyond entry-level in Public Health Administration with a Concentration in CAM.

The program leading to the Master’s Degree Public Health Administration-Concentration in CAM (MPHCAM) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of Public Health Administration through an analytical, decision-making process which focuses on solving practical problems.

**Master’s Degree in Public Health Administration-Concentration in CAM Description:**

The MPHC curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis as well as an emphasis on alternative approaches. Public Health Administration professionals come from varying educational backgrounds and can specialize in an array of fields. A host of specialists, including teachers, journalists, researchers, administrators, environmentalists, demographers, social workers, laboratory scientists, and attorneys, work to protect the health of the public. The concentration in Complementary and Alternative Medicine gives the student a unique perspective on the emerging field of CAM integration within healthcare systems and policy.

**Program Objectives:**

The Master’s Degree Public Health Administration (MPHCAM) seeks to provide students with a well-rounded view of the field of public health. Graduates will be able to confront complex health issues, such as improving access to health care, controlling infectious disease, influencing healthcare policy, community health assessment, and epidemiology with a component of complementary and alternative medical approaches. The degree program offers personal fulfillment by working towards improving the public’s health and well-being.

**Program Outline:**

To receive a Master’s Degree Public Health Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

**Master’s Degree in Public Health Administration Courses**

<table>
<thead>
<tr>
<th>PUBLIC HEALTH ADMINISTRATION COURSES (21 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>HSA 5103 Introduction to US Healthcare Systems</td>
<td>3 credit hours</td>
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<tr>
<td>PHC 5000 Principles of Epidemiology</td>
<td>3 credit hours</td>
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<tr>
<td>HSA 5152 Influencing Healthcare Policy</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 5102 Public Health Administration Practices</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6706 Research Methods in Public Health</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6750 Community Health Assessment</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 667 Biostatistics</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONCENTRATION IN CAM COURSES (12 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PHC 6671 Complementary and Alternative Medical Approaches to Public Health</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6686 Practical Issues in Complementary and Alternative Medicine</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6611 CAM Approaches to Disease Control in the Urban Environment</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>PHC 6651 CAM Approaches to Nutrition in Public Health</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

**CAPSTONE COURSE (3 CREDITS)**

| PHC 5936 Public Health Administration Capstone Course | 3 credit hours |

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

36 CREDITS
**Master’s Degree in Aviation Science**

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

**Master’s Degree in Aviation Science Description:**

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, airport operations, aerospace communication systems, aerospace logistics, aircraft simulation, advanced crew resource management procedures, aerospace systems safety, and advanced security and safety program management. Students of the Master’s Degree in Aviation Science will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

**Program Objectives:**

The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

**Program Outline:**

To receive a Master’s Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

### Master’s Degree in Aviation Science Courses:

<table>
<thead>
<tr>
<th>AVIATION SCIENCE COURSES (21 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC 6475 Aviation Human Factors and Psychology</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6670 Aviation Safety Program Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6590 The Airway Transportation System</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6535 Aerospace Communication Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6660 Aerospace Simulation Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6520 Aerospace Technology Development</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6931 Contemporary Issues and Trends in Aviation</td>
<td>3 credit hours</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>AVIATION SCIENCE ELECTIVE COURSES (12 CREDITS)</th>
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</tr>
</thead>
<tbody>
<tr>
<td>AVM 6130 Aviation Logistics Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6412 Airfield Operations and Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6445 Security for the Aviation Industry</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6517 Airline Operations and Management</td>
<td>3 credit hours</td>
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</table>

<table>
<thead>
<tr>
<th>AVIATION CAPSTONE COURSE (3 CREDITS)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ASC 6955 Aviation Graduate Capstone Course</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE** 36 CREDITS

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**Master’s Degree in Aviation Science with a Concentration in Aviation Security**

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

**Master’s Degree in Aviation Science- Concentration in Aviation Security Description:**

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, aerospace communication systems, aviation human factors and psychology as well as a concentration in Aviation Security coursework including Security for the Aviation Industry, Earth Observation Systems and Remote Sensing, Global Transportation Security, and Legal Trends in National Security and Counterterrorism. This Concentration will provide an in depth knowledge to excel in and achieve higher positions in security segment in the aviation industry. Students of the Master’s Degree in Aviation Science-Concentration in Aviation Security will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

**Program Objectives:**

The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

**Program Outline:**

To receive a Master’s Degree in Aviation Science students must complete 56 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

### Master’s Degree in Aviation Science- Concentration in Aviation Security Courses:

<table>
<thead>
<tr>
<th>REQUIRED AVIATION COURSES (21 CREDITS)</th>
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</thead>
<tbody>
<tr>
<td>ASC 6475 Aviation Human Factors and Psychology</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6670 Aviation Safety Program Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6590 The Airway Transportation System</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6535 Aerospace Communication Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6660 Aerospace Simulation Systems</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 6520 Aerospace Technology Development</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>AVM 6931 Contemporary Issues and Trends in Aviation</td>
<td>3 credit hours</td>
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<tr>
<th>AVIATION SECURITY COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>AVM 6445 Security for the Aviation Industry</td>
<td>3 credit hours</td>
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<tr>
<td>ASC 651 Earth Observation Systems and Remote Sensing</td>
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</tr>
<tr>
<td>ASC 617 Global Transportation Security</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>ASC 660 Legal Trends in National Security and Counterterrorism</td>
<td>3 credit hours</td>
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<table>
<thead>
<tr>
<th>AVIATION CAPSTONE COURSE (3 CREDITS)</th>
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</thead>
<tbody>
<tr>
<td>ASC 6955 Aviation Graduate Capstone Course</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE** 36 CREDITS
Master’s Degree in Aviation Science
with a Concentration in Aviation Operations Management

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

Master’s Degree in Aviation Science- Concentration in Aviation Operations Management Description:

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, aerospace communication systems, aviation human factors and psychology as well as a concentration in Aviation Operations Management coursework including Security for the Aviation Industry, Airfield Operations and Management, Aviation Logistics Management, and Airline Operations and Management. This Concentration will provide an in depth knowledge to excel in and achieve higher positions in management within the aviation industry. Students of the Master’s Degree in Aviation Science-Concentration in Aviation Operations Management will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

Program Objectives:

The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

Program Outline:

To receive a Master’s Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Aviation Science- Concentration in Aviation Operations Management Courses:

REQUIRED CORE AVIATION COURSES (21 CREDITS)

- ASC 6475  Aviation Human Factors and Psychology  3 credit hours
- AVM 6670  Aviation Safety Program Management  3 credit hours
- ASC 6590  The Airway Transportation System  3 credit hours
- ASC 6355  Aerospace Communication Systems  3 credit hours
- ASC 6660  Aerospace Simulation Systems  3 credit hours
- ASC 6520  Aerospace Technology Development  3 credit hours
- AVM 6931  Contemporary Issues and Trends in Aviation  3 credit hours

CONCENTRATION IN AVIATION OPERATIONS MANAGEMENT COURSES (12 CREDITS)

- AVM 6445  Security for the Aviation Industry  3 credit hours
- AVM 6412  Airfield Operations and Management  3 credit hours
- AVM 6130  Aviation Logistics Management  3 credit hours
- AVM 6517  Airline Operations and Management  3 credit hours

AVIATION CAPSTONE COURSE (3 CREDITS)
- ASC 6955  Aviation Graduate Capstone Course  3 credit hours

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE  36 CREDITS

Master’s Degree in Aviation Science
with a Concentration in Business Administration

The Master’s Degree in Aviation Science will offer aviation professionals such as flight crewmembers, air traffic controllers, flight dispatchers, maintenance technicians, and airport and airline management personnel the opportunity to significantly enhance their knowledge of the aviation community and aerospace industry and help them to pursue exciting and more challenging careers. This degree will prepare the student for a beyond entry-level career in aviation.

Master’s Degree in Aviation Science- Concentration in Business Administration Description:

Designed for aviation professionals, the Master’s Degree in Aviation Science offers a rigorous, broad-based curriculum for students to gain a mastery of the aviation field. Students will complete technical aviation coursework that will include intensive analysis of airway transportation systems, aerospace communication systems, aviation human factors and psychology as well as a concentration in Business Administration coursework including Leadership Skills for Managers, Advanced Organizational Behavior, Human Resource Management, and Marketing Management. This Concentration will provide an in depth business knowledge to excel in and achieve higher positions within the aviation industry as well as other industries. Students of the Master’s Degree in Aviation Science-Concentration in Business Administration will apply the knowledge and skills learned throughout the program by completing a required Capstone Project in the last semester.

Program Objectives:

The Master’s Degree in Aviation Science provides a unique learning experience for aviation industry professionals. By combining a variety of aviation and aerospace courses, the program will enable graduates to broaden their knowledge of the aviation industry, and understand relevant theories and principles of aerospace and their application to real-world situations in the aviation industry. Graduates will be skilled in advanced research and formal writing techniques and will become more versatile within the aviation industry.

Program Outline:

To receive a Master’s Degree in Aviation Science students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Aviation Science- Concentration in Business Administration Courses:

REQUIRED CORE AVIATION COURSES (21 CREDITS)

- ASC 6475  Aviation Human Factors and Psychology  3 credit hours
- AVM 6670  Aviation Safety Program Management  3 credit hours
- ASC 6590  The Airway Transportation System  3 credit hours
- ASC 6355  Aerospace Communication Systems  3 credit hours
- ASC 6660  Aerospace Simulation Systems  3 credit hours
- ASC 6520  Aerospace Technology Development  3 credit hours
- AVM 6931  Contemporary Issues and Trends in Aviation  3 credit hours

CONCENTRATION IN BUSINESS ADMINISTRATION COURSES (12 CREDITS)

- MAN 5147  Leadership Skills for Managers  3 credit hours
- MAN 5244  Advanced Organizational Behavior  3 credit hours
- MAN 5505  Human Resource Management  3 credit hours
- GEB 5895  Business Policy and Decision Making  3 credit hours

AVIATION CAPSTONE COURSE (3 CREDITS)
- ASC 6955  Aviation Graduate Capstone Course  3 credit hours

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE  36 CREDITS
### Master’s Degree in Entrepreneurship

The curriculum is designed to allow the student to acquire a Master’s Degree in Entrepreneurship as well as prepare him/her for a career as an Entrepreneur. The program leading to the Master’s Degree in Entrepreneurship focuses on the behaviors and attributes required to operate successfully within the entrepreneurial environment. Entrepreneurs are the driving force in the U.S. and World Economies and this program helps develop entrepreneurial leaders.

#### Master’s Degree in Entrepreneurship Description:

The Master’s Degree in Entrepreneurship provides a challenging learning environment with an emphasis on entrepreneurial theories and practice for students of diverse backgrounds. This program provides students with the skills needed to understand the risks and rewards associated with developing a working model from which to start an innovative business venture.

#### Program Objectives:

- The Master’s Degree in Entrepreneurship is designed to prepare students for the application of theories and concepts needed to start innovative business ventures. Graduates will understand entrepreneurial concepts and business strategies. Graduates of the Master’s Degree in Entrepreneurship will be able to analyze various models and demonstrate effective decision making practices.

#### Program Outline:

To receive a Master’s Degree in Entrepreneurship students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

#### Master’s Degree in Entrepreneurship Courses

<table>
<thead>
<tr>
<th>ENTRPRENEURSHIP COURSES (33 CREDITS)</th>
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<tbody>
<tr>
<td><strong>ENT 6006</strong></td>
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<tr>
<td><strong>MAN 5147</strong></td>
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<td><strong>MAR 5416</strong></td>
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<td><strong>MAN 5244</strong></td>
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<td><strong>ACG 5075</strong></td>
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<td><strong>MAR 5158</strong></td>
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<td><strong>CGS 6037</strong></td>
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<td><strong>FIN 5409</strong></td>
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<td><strong>GEF 6118</strong></td>
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<tr>
<td><strong>ENT 6706</strong></td>
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</table>

**ENTREPRENEURSHIP CAPSTONE COURSE (3 CREDITS)**

| **ENT 6900** | Entrepreneurship Capstone Course | 3 credit hours |

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

36 CREDITS

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### Master’s Degree in Business Administration

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

#### Master’s Degree in Business Administration Description:

The MBA curriculum provides a challenging and creative learning environment with an integrated program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence.

#### Program Objectives:

- The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

#### Program Outline:

To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

#### Master’s Degree in Business Administration Courses

**BUSINESS ADMINISTRATION COURSES (21 CREDITS)**

| **ACG 5075** | Accounting for Decision Makers | 3 credit hours |
| **MAN 5147** | Leadership Skills for Managers | 3 credit hours |
| **FIN 5409** | Managerial Finance | 3 credit hours |
| **MAN 5505** | Human Resource Management | 3 credit hours |
| **MAR 5158** | Marketing Management | 3 credit hours |
| **ACG 5989** | Applied Managerial Statistics | 3 credit hours |
| **ACG 5995** | Business Policy and Decision Making | 3 credit hours |

**BUSINESS ADMINISTRATION ELECTIVE COURSES (12 CREDITS)**

| **CIS 5026** | Information Technology Applications in Decision Making | 3 credit hours |
| **ECP 6702** | Managerial Economics | 3 credit hours |
| **MAR 5416** | Strategic Sales and Marketing Management | 3 credit hours |
| **MAN 5244** | Advanced Organizational Behavior | 3 credit hours |

**BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)**

| **ENT 6936** | Graduate Business Capstone Course | 3 credit hours |

**TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE**

36 CREDITS
Master’s Degree in Business Administration
with a Concentration in Accounting for Managers

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

Master’s Degree in Business Administration Description:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Accounting for Managers with courses such as Federal Income Taxation for Managers, and Financial Statement Analysis for Managers will strengthen graduates business and management skills with an emphasis on accounting from a perspective unique to managers.

Program Objectives:
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

Program Outline:
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Business Administration Courses

<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<tbody>
<tr>
<td>ACG 5075 Accounting for Decision Makers</td>
<td>3 ch</td>
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<tr>
<td>MAN 5147 Leadership Skills for Managers</td>
<td>3 ch</td>
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<tr>
<td>FIN 5409 Managerial Finance</td>
<td>3 ch</td>
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<tr>
<td>MAN 5305 Human Resource Management</td>
<td>3 ch</td>
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<tr>
<td>MAR 5158 Marketing Management</td>
<td>3 ch</td>
</tr>
<tr>
<td>GEB 5898 Applied Managerial Statistics</td>
<td>3 ch</td>
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<tr>
<td>GEB 5906 Business Policy and Decision Making</td>
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<tr>
<th>CONCENTRATION IN ACCOUNTING COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>ACG 6305 Advanced Managerial Accounting</td>
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<tr>
<td>TAX 6726 Federal Income Taxation for Managers</td>
<td>3 ch</td>
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<tr>
<td>ACG 6395 Financial Statement Analysis for Managers</td>
<td>3 ch</td>
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<tr>
<td>ACG 6026 Accounting and Financial Reporting for Managers</td>
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<thead>
<tr>
<th>BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)</th>
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<tbody>
<tr>
<td>GEB 6936 Graduate Business Capstone Course</td>
<td>3 ch</td>
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</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE: 36 CREDITS

Master’s Degree in Business Administration
with a Concentration in Aviation Management

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

Master’s Degree in Business Administration Description:
The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Aviation Management with courses such as Airfield Operations and Management, Aviation Logistics Management, and Aviation Safety Program Management will strengthen graduates business and management skills with an emphasis on aviation management.

Program Objectives:
The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

Program Outline:
To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Business Administration Courses

<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<td>MAR 5158 Marketing Management</td>
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<td>GEB 5898 Applied Managerial Statistics</td>
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<td>GEB 5895 Business Policy and Decision Making</td>
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<tr>
<th>CONCENTRATION IN AVIATION MANAGEMENT COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>AVM 6412 Airfield Operations and Management</td>
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<tr>
<td>AVM 6130 Aviation Logistics Management</td>
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<td>AVM 6517 Airline Operations and Management</td>
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<tr>
<td>AVM 6670 Aviation Safety Program Management</td>
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<tbody>
<tr>
<td>GEB 6936 Graduate Business Capstone Course</td>
<td>3 ch</td>
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</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE: 36 CREDITS
Master’s Degree in Business Administration

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

Master’s Degree in Business Administration Description:

The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Construction Management with courses such as Strategic Management of Construction Organizations, Advanced Construction Estimating, and Legal Aspects in Construction will strengthen graduates business and management skills with an emphasis on construction management.

Program Objectives:

The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

Program Outline:

To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Business Administration Courses

<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<tr>
<td>ACG 5075 - Accounting for Decision Makers</td>
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<td>MAN 5147 - Leadership Skills for Managers</td>
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<tr>
<td>FIN 5409 - Managerial Finance</td>
<td>3 credit hours</td>
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<tr>
<td>MAN 5505 - Human Resource Management</td>
<td>3 credit hours</td>
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<tr>
<td>MAR 5158 - Marketing Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 5898 - Applied Managerial Statistics</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 5895 - Business Policy and Decision Making</td>
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<tr>
<th>CONCENTRATION IN CONSTRUCTION MANAGEMENT COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>BCN 661 - Strategic Management of Construction Organizations</td>
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<tr>
<td>BCN 662 - Advanced Construction Estimating</td>
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<tr>
<td>BCN 663 - Construction Scheduling and Planning Strategy</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>BCN 664 - Legal Aspects in Construction</td>
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<thead>
<tr>
<th>BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)</th>
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<tbody>
<tr>
<td>GEB 6936 - Graduate Business Capstone Course</td>
<td>3 credit hours</td>
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</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

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Master’s Degree in Business Administration with a Concentration in Human Resource Management

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

Master’s Degree in Business Administration Description:

The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general principles and decision-making techniques that provide a base for continued learning and professional development rather than upon business procedures which are subject to obsolescence. The MBA-Concentration in Human Resource Management with courses such as Employment Law, Recruitment, Selection and Placement, and Training and Development will strengthen graduates business and management skills with an emphasis on human resource management.

Program Objectives:

The Master’s degree in Business Administration seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand management theory and organizational behavior. Graduates with a Master’s Degree in Business Administration will possess the skills to explain how economic and financial events impact business decision making.

Program Outline:

To receive a Master’s Degree in Business Administration students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Business Administration Courses

<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<td>3 credit hours</td>
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<tr>
<td>GEB 5895 - Business Policy and Decision Making</td>
<td>3 credit hours</td>
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<tr>
<th>CONCENTRATION IN HUMAN RESOURCE MANAGEMENT COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>MAN 5244 - Advanced Organizational Behavior</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 6403 - Employment Law</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 6365 - Recruitment, Selection and Placement</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 6351 - Training and Development</td>
<td>3 credit hours</td>
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<tr>
<th>BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)</th>
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<tbody>
<tr>
<td>GEB 6936 - Graduate Business Capstone Course</td>
<td>3 credit hours</td>
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</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS
Master’s Degree in Business Administration with a Concentration in Project Management

The curriculum is designed to allow the student to acquire a Master’s Degree in Business Administration as well as prepare him/her for a career in business. This degree will prepare the student for a career beyond entry-level in business or management.

The program leading to the Master’s Degree in Business Administration (MBA) has been designed to provide students with the opportunity to apply advanced theoretical concepts and knowledge from all functional areas of business through an analytical, decision-making process which focuses on solving practical problems. Students in the MBA program acquire new knowledge and use this knowledge to efficiently access and retrieve information through technology. The MBA program promotes the use of networking, leadership, and interpersonal competencies to develop and sustain effective relationships with peers, and to create an appreciation for the value of a diverse workforce.

Master’s Degree in Business Administration Description:

The MBA curriculum provides a challenging and creative learning environment with an intensive program of study that has a broad-based administrative emphasis. Recognizing that the management methods of tomorrow may bear little resemblance to methodologies in current use, the program emphasizes sound general business principles and decision-making techniques that provide a base for continued learning and professional development. The MBA Concentration in Project Management will provide graduates with advanced knowledge of project management theory and techniques, and strengthen their business and management skills.

Program Objectives:
The Master’s degree in Business Administration with a concentration in Project Management seeks to provide students with a well-rounded view of the purpose, operation, and management of business entities. Graduates will be able to understand how analytical tools apply to business policy and decision making as well as be able to understand general business operations. Graduates with a Master’s Degree in Business Administration with a concentration in Project Management will possess the skills needed to successfully manage projects.

Program Outline:

To receive a Master’s Degree in Business Administration, students must complete 36 credit hours as described below. The length of the program is approximately 12 months or 48 weeks (this will vary if a student transfers in credits).

Master’s Degree in Business Administration Courses

<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION COURSES (21 CREDITS)</th>
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<tbody>
<tr>
<td>ACG 5075 Accounting for Decision Makers</td>
<td>3 credit hours</td>
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<tr>
<td>MAN 5147 Leadership Skills for Managers</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>FIN 5409 Managerial Finance</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 5505 Human Resource Management</td>
<td>3 credit hours</td>
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<tr>
<td>MAR 5158 Marketing Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 5898 Applied Managerial Statistics</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>GEB 5895 Business Policy and Decision Making</td>
<td>3 credit hours</td>
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<table>
<thead>
<tr>
<th>CONCENTRATION IN PROJECT MANAGEMENT COURSES (12 CREDITS)</th>
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<tbody>
<tr>
<td>CIS 5026 Information Technology Applications in Decision Making</td>
<td>3 credit hours</td>
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<tr>
<td>MAN 641 Project Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 642 Team Project Management</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>MAN 643 Current Topics in Project Management</td>
<td>3 credit hours</td>
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</tbody>
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<table>
<thead>
<tr>
<th>BUSINESS ADMINISTRATION CAPSTONE COURSE (3 CREDITS)</th>
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<tbody>
<tr>
<td>GEB 6936 Graduate Business Capstone Course</td>
<td>3 credit hours</td>
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</tbody>
</table>

TOTAL CREDITS REQUIRED AS DESCRIBED ABOVE 36 CREDITS

Course Descriptions

<table>
<thead>
<tr>
<th>ACG 2001</th>
<th>Accounting Principles I 3 credit hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACG 2011</td>
<td>Accounting Principles II 3 credit hours</td>
</tr>
<tr>
<td>ACG 2450</td>
<td>Accounting Information Systems 3 credit hours</td>
</tr>
<tr>
<td>ACG 3301</td>
<td>Managerial Accounting and Financial Analysis 3 credit hours</td>
</tr>
<tr>
<td>ACG 5075</td>
<td>Accounting for Decision Makers 3 credit hours</td>
</tr>
<tr>
<td>ACG 6026</td>
<td>Accounting and Financial Reporting for Managers 3 credit hours</td>
</tr>
<tr>
<td>AMH 1010</td>
<td>American History Pre 1876 3 credit hours</td>
</tr>
<tr>
<td>AMH 1020</td>
<td>American History Post 1876 3 credit hours</td>
</tr>
<tr>
<td>AML 1000</td>
<td>American Literature 3 credit hours</td>
</tr>
</tbody>
</table>

This course explores selected major works of American literature. Encompassing a wide range of time, the course includes works by a variety of American authors. Historical background and social forces that shape literature are emphasized, and literary genres and elements are explored.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>ASC 201</td>
<td>Introduction to Aviation Security</td>
<td>3</td>
</tr>
<tr>
<td>ASC 350</td>
<td>Airport Security</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3035</td>
<td>Corporate Security</td>
<td>3</td>
</tr>
<tr>
<td>ASC 421</td>
<td>National Security Issues and Terrorism</td>
<td>3</td>
</tr>
<tr>
<td>ASC 445</td>
<td>Counterterrorism and Aviation</td>
<td>3</td>
</tr>
<tr>
<td>ASC 1010</td>
<td>History of Aviation</td>
<td>3</td>
</tr>
<tr>
<td>ASC 1100</td>
<td>Introduction to Aeronautics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2310</td>
<td>Federal Aviation Regulations</td>
<td>3</td>
</tr>
<tr>
<td>ASC 2320</td>
<td>Aviation Law and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3211</td>
<td>Aviation Meteorology</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3471</td>
<td>Physiology of Flight</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3551</td>
<td>Aerodynamics</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3611</td>
<td>Aircraft Engines</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3612</td>
<td>Aircraft Systems</td>
<td>3</td>
</tr>
<tr>
<td>ASC 3614</td>
<td>Aviation Safety</td>
<td>3</td>
</tr>
<tr>
<td>ASC 4460</td>
<td>Crew Resource Management</td>
<td>3</td>
</tr>
<tr>
<td>ASC 461</td>
<td>Global Transportation Security</td>
<td>3</td>
</tr>
<tr>
<td>ASC 617</td>
<td>Global Transportation Security</td>
<td>3</td>
</tr>
<tr>
<td>ASC 631</td>
<td>Earth Observation Systems and Remote Sensing</td>
<td>3</td>
</tr>
<tr>
<td>ASC 660</td>
<td>Legal Trends in National Security and Counterterrorism</td>
<td>3</td>
</tr>
<tr>
<td>ASC 6335</td>
<td>Aerospace Communication Systems</td>
<td>3</td>
</tr>
<tr>
<td>ASC 6390</td>
<td>The Airway Transportation System</td>
<td>3</td>
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This course provides an introduction to and an overview of the historical development of the security profession and the role of security today as part of the aviation community and the safety of passengers and cargo. The current security disciplines, such as contract security, industrial security and aviation security will be explored.

This course will cover several aspects related to aviation security to include physical and procedural controls, law and regulations of the Department of Homeland Security and finally the Transportation Security Administration and their role in security. Current threats, counter-terrorism measures, new technologies in the field and how they relate to the aviation industry will be discussed. (Prerequisite: SCT 3501)

The student will be exposed to issues in the field of private/corporate security as it relates to the aviation industry and the use of private security firms and public law enforcement to further strengthen and enhance measures to protect life, data and property. Students will have dialog as it relates to security needs of business and private establishments and the threats that may exist on a local, national and global level. (Prerequisite: SCT 3501)

Although terrorism has been a known phenomenon for centuries, it has become the most frequent form of conflict in the late 20th century. Key aspects of national security and the current measures that are in place to prevent terrorism in the United States and abroad will be discussed. (Prerequisite: SCT 3501)

This course will focus on the specific threat to the commercial aviation community from terrorism and the key federal and state agencies, the roles they play and how these agencies work together in the prevention of terrorists acts related to aviation. A historical overview of aviation terrorism is explored along with terrorist groups, targets, and tactics. (Prerequisite: SCT 3501)

A survey of aviation from its beginnings, from myths to balloon flights, gliders to powered flight, through the jet age, and into the space age. Students will be introduced to the effects of wars on the development of military and military aircraft and will learn about significant achievements and contributors to the advancement of aviation with emphasis on the development of aviation in the United States.

An introduction to aviation designed to provide students with a basic understanding of flight theory, aircraft components, navigation concepts, communication procedures, airports, airspace, and air traffic in the United States. Students will also be introduced to the missions of the FAA, NTSB, and NASA.

A course designed to familiarize students with the federal regulatory processes that govern aviation activities in the United States. Students will learn to access regulations pertaining to pilots, aircraft operations and maintenance, air carriers, and airport operations.

Insight pertinent to federal governing bodies and current local, federal, and international laws forming the present structure of aviation law.

A study of the concepts of meteorology, temperature, pressure, moisture, stability, clouds, air masses, fronts, thunderstorms, icing, fog, and an analysis and use of weather data. Includes interpretation of the U.S. Weather Bureau maps, reports and forecasts as they relate to aviation (Prerequisite: ASC 1100)

An in-depth study of aero medical factors significant to flight crews and passengers. Students learn the causes, symptoms, prevention and emergency treatment of potential physical ailments of an airborne environment. (Prerequisite: ASC 1100)

A study of the aerodynamic principles of flight, stability, control, and performance. Students will study airfoil design, and the characteristics of subsonic, transonic, and supersonic flight. (Prerequisites: ASC 1100 and MGF 2106 or MAC 1105)

This course covers aircraft engine types and theory, materials, construction and structure, electrical, fuel, pressurization, anti-icing, heating, performance diagnosis, and power sources. Reciprocating and turbine engine characteristics are reviewed. (Prerequisite: ASC 1100)

A detailed study of aircraft systems, their various sources of power, and the functional application of mechanisms operated by these systems. Topics include environmental, ignition, lubrication, hydraulic, calculations, and theory of operations. (Prerequisite: ASC 1100)

The course includes examinations of case studies of excerpts from NTSB reports from aircraft accidents resulting from a variety of causes including pilot/crew errors, runway incursions, weather, midair collisions, maintenance errors, and mechanical failures. (Prerequisites: ASC 1100 and ASC 2310 or ASC 2320)

This course introduces students to space. Students develop an understanding of astronautics, space exploration, various space programs and the space environment. They study the basics of orbits, launch and orbiting vehicles and orbit predictions. (Prerequisites: ASC 1010 and ASC 3611)

Develops knowledge of interpersonal relationships, skills and organizational behavior of professional flight and ground crews. Situational awareness and psycho-motor skills as they relate to safe flight operations will be studied. Includes role playing and group discussions. (Prerequisite: ASC 1100)

This course provides an in depth analysis of the operational and managerial procedures as well as critical management decisions required to maintain safety in transportation networks, vehicles, and facilities. Factors involving adequate defense of property are discussed.

A study of earth orbiting systems that collect data on the earth’s water, land and atmosphere as well as how these systems can be utilized for National Security in the global arena of counterterrorism. Various satellites and imagery are discussed and how effective these can be in the prevention of terrorist acts.

As terrorism has been the most frequent form of conflict in the late 20th century, the study of National Security and Terrorism has become a vital topic of discussion to prevent such acts. In today’s society, there are more forms of low intensity violence and overt terrorism. Ideological hardening, ethnic militancy, and religious revivalism have fueled terrorist ambitions. Three types of terrorism, classified on the basis of actors will be discussed: domestic (U.S.), international or group-directed, and state-sponsored and specifically how these threats the safety of the commercial aviation community. Various methods of protection will be discussed in detail.

A detailed examination of past, current and future developments and trends in airspace control. The course examines the latest plans for improvements to the national airspace control systems and includes an in-depth study of the evolution of current national policies, plans and objectives.

A study of air transportation as part of a global transportation system. The course reviews the evolution of national and global airway systems. Effects of airline deregulation, energy crisis, governmental restraints, and trends in the aviation industry are examined.
ASC 6475  Aviation Human Factors and Psychology  3 credit hours
A complex study of human factors in aviation that draws on human psychology, basic learning and behavioral theories, flight safety, and crew training. The course studies human behavior as it relates to human psychology acclimatization to aviation and flight environments.

ASC 6520  Aerospace Technology Development  3 credit hours
A synopsis of technological advances for the aerospace industry. Included in the course is an in-depth review at the processes involved with the development of aircraft and spacecraft. Students will be introduced to futuristic concepts for the civil and military air and space vehicles.

ASC 6660  Aerospace Simulation Systems  3 credit hours
A study of aerospace simulation systems that includes historical and current developments. The course focuses on the use of flight and other aviation simulator applications throughout the aerospace industry. Applications of simulation in civil, military, private and general aviation are examined.

ASC 6915  Research Methods in Aviation  3 credit hours
An in-depth study of current research methods including problem identification, hypothesis formulation, design and use of data gathering tools, and data analysis. Students will develop, and submit for approval, a formal proposal for the Graduate Thesis.

ASC 6955  Aviation Graduation Capstone Course  3 credit hours
In this final course, students will demonstrate the knowledge, skills, and competencies acquired throughout the graduate program by completing a capstone project, using available resources and a practical approach based on sound methodologies.

ATT 2820  Air Traffic Control  3 credit hours
This course introduces students to the national air traffic control system including ARTCC’s, TRACON’s, and control towers. Students will learn the basics of ATC communications, radar approach procedures, and nonradar operations. (Prerequisite: ASC 1100)

AVM 140  Aviation and Airport Security  3 credit hours
An introduction and analysis of the regulations and laws governing airport and airline security, including an in-depth look at Federal Aviation Regulations (FARS) 107,108,121,129, and 191. Topics of discussion include; a historical perspective and events that have led to the evolution of aviation security, preventive measures, and current trends in security. An introduction to terrorist activities, motives, weapons of mass destruction, and counter-measures at threats to aviation.

AVM 310  Airport Management  3 credit hours
Students are introduced to the major functions of airports and the principles of airport management. Students learn about the history of airports in the United States and are introduced to the basics of airport planning and land use, airport capacity, airport operations, and airport administration. (Prerequisite: ASC 1100)

AVM 2120  Air Cargo  3 credit hours
This course explores the basic principles of several modes of transportation; air, sea, rail, highway and pipeline. The importance of each mode along with their benefits and limitations will be studied. The competition between the different modes, the future of the modes, and their interaction with each other will be explored.

AVM 2301  General Aviation Marketing Management  3 credit hours
Students are introduced to basic marketing concepts and procedures involved in the sale of aircraft and components to private, business, and government sectors. Emphasis is placed on transportation needs assessment and management of general aviation aircraft. Students study the varied uses of aircraft and are introduced to the role of the fixed base operator.

AVM 3110  Fixed Base Operations and Flight School Management  3 credit hours
A study of the factors involved with running an FBO and FAA approved Part 141 Flight School. Students study aircraft evaluation and selection, training programs, in-house vs. outsourced maintenance programs, scheduling procedures, budgeting and Certified/Chief Flight Instructor qualifications. (Prerequisite: ASC 2310 or ASC 2320)

AVM 3240  Aviation Insurance and Risk Management  3 credit hours
A study of insurance and risk management as they apply to the aviation industry. Students review the aviation industry as it applies to various aviation markets. (Prerequisite: ASC 2310 or ASC 2320)

AVM 3516  Airline Management  3 credit hours
An insight relative to the business policies and the functions of management in airline operations. The course involves various internal managerial facets and the impact of external regulatory and economic implications. A comprehensive review of the commercial, corporate, and private aviation environment is made. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4451  Airport Planning  3 credit hours
Covers principles of airport layout and design. Topics include geometric design, airport drainage, runway/ramp design, parking garages, passenger/cargo terminal layout, and highway accessibility. Examines government regulations and funding at all levels, airport capacity/future growth and community relations/interaction. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4470  Aviation Maintenance Management  3 credit hours
A study of the structure and management of aircraft maintenance programs. Students will analyze the quality control and production control procedures and management for both general aviation and air carrier maintenance operations. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4530  Corporate Aviation Operations  3 credit hours
A study of the factors involved with running a corporate aviation department. Students will study corporate aircraft evaluation and selection, flight operations, maintenance programs, scheduling procedures, budgeting, and crew training options. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4630  Aviation Labor Relations  3 credit hours
A comprehensive analysis of labor and management relationships in the aviation industry. Includes historical development of the airlines, unions, collective bargaining, labor contracts, government regulations/intervention, grievance procedures, and conflict resolution. Also examines current contemporary issues and problems facing the industry. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4675  Aviation Safety Programs  3 credit hours
A study of aviation safety program development and principles. Emphasis is placed on accident prevention within aviation organizations. Students study existing safety programs and learn the functions and importance safety managers in aviation organizations. (Prerequisite: ASC 2310 or ASC 2320)

AVM 4914  Aviation Capstone Course  3 credit hours
Through completion of a capstone project and presentation relevant to current and future issues in the aerospace/aviation industry students will demonstrate knowledge learned throughout their aviation degree program and apply this information to the real world. Students also complete a capstone examination that covers topics and learning objectives from previous aviation courses. (Prerequisite: Completion of all major courses.)

AVM 6130  Aviation Logistics Management  3 credit hours
A study of the organization, inventory, warehousing, distribution and quality control principles of aviation logistics. Transportation methods, just-in-time inventories, life cycle cost analysis, computerized problem solving and logistical economics are studied.

AVM 6412  Airfield Operations and Management  3 credit hours
A study of day-to-day operations and management of public use airports. Topics include management of airport facilities including terminal, ramp, taxiway and runway operations, pertinent Federal Aviation Regulations and Advisory Circulars, environmental effects of airports, public relations, economics and financing.

AVM 6445  Security for the Aviation Industry  3 credit hours
A study of the history, evolution, current state and future of airport and airline security. Plans and strategies for the future of aviation security are analyzed and discussed. Students are introduced to the government agencies and laws controlling airport and airline passenger security.
A study of the concepts and principles used in the development and management of an effective aviation program. Course emphasis is placed on management and supervisory perspectives of educating and training of safety for aviation personnel.

**Contemporary Issues and Trends in Aviation** 3 credit hours

Students will analyze and discuss current topics and issues relevant to various aspects of the aerospace industry.

**Aviation Human Factors** 3 credit hours

An in-depth analysis of how humans interact physiologically and psychologically within the aviation environment. The course includes study of ergonomics as it applies to all aspects of the aviation field. (Prerequisite: ASC 1100)

**Fundamentals of Surveying** 3 credit hours

This course covers the basics of surveying and principles of measurements of distances, elevations, and angles. It also includes basic principles used in land surveying, establishment of property lines, positioning of buildings, roads, pipelines, etc. Surveying terminology as well as traverse field techniques and office calculations, techniques for making field notes, and basic principles of surveying and map making.

**Introduction to Sustainability** 3 credit hours

This course introduces students to sustainability from various perspectives ranging from individual lifestyles to government and strategies to national and international policies. Topics include protecting the current ecological and environmental welfare with a focus on preserving and improving these environments for future generations. At the conclusion of this course, students receive official recognition for the completion of the Introduction to Sustainability. Everglades University is an official USGBC Education Partner.

**Roadway Construction Management** 3 credit hours

This course covers the basics of estimating & contracting for roadways, surveying, earthwork & various types of pavements, environmental compliance, site safety, maintenance of traffic control. Excavation & material handling, equipment used on roadways, and bridges.

**Introduction to Alternative and Renewable Energy Management Techniques** 3 credit hours

This introductory course covers the conventional and alternative sources of energy to include biofuels, sustainability and renewable energy sources and the management of the collection, distribution and use of alternative and renewable energy.

**Construction Ethics** 3 credit hours

This course introduces students to sustainability from various perspectives ranging from individual lifestyles to government and strategies to national and international policies. Topics include protecting the current ecological and environmental welfare with a focus on preserving and improving these environments for future generations. At the conclusion of this course, students receive official recognition for the completion of the Introduction to Sustainability. Everglades University is an official USGBC Education Partner.
BCN 301  Mechanical and Electrical Systems  3 credit hours
A study of the principles of hydraulics as applied to piping and plumbing systems in residential and commercial buildings. Consideration is given to the materials of construction and the pumping equipment used, as well as applicable code requirements.

BCN 3550  Energy and the Environment  3 credit hours
This course will focus primarily on policies, regulations, and management systems associated with alternative energy sources. In addition, the course will explore the issue of how to best ensure an adequate and sustainable energy supply while protecting the environment.

BCN 3551  Alternative Energy Equipment  3 credit hours
This course will address the various types of equipment used for alternative energy in the global environment including the costs, availability, and limitations associated with each alternative. The primary focus will be on management’s responsibility to evaluate each of the alternatives to determine the best alternative energy equipment for a project.

BCN 3552  Alternative Energy- Residential  3 credit hours
This course will focus on the various types of alternative energy used specifically in residential construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a residential project.

BCN 3553  Alternative Energy- Commercial  3 credit hours
This course will focus on the various types of alternative energy used specifically in commercial construction and the role of management to evaluate each of the alternatives to determine and communicate the best alternative energy system for a commercial project. (Prerequisite: BCN 3552)

BCN 3555  Energy Storage and the Hydrogen Economy  3 credit hours
This course will focus on current energy storage technology and its future applications in the construction industry. Evaluation criteria discussed will include such items as efficiency measures, capacity, and cost. In addition, this course will examine hydrogen as a renewable energy source and the barriers to a hydrogen economy including safety issues.

BCN 3556  Energy Policy  3 credit hours
This course will present an in depth study of the scientific, economic, and political forces that shape the development and implementation of US energy policy. The impact of global and domestic environmental concerns will be investigated as it relates to energy policy.

BCN 3571  Solar Energy and Photovoltaics  3 credit hours
This course will look at the history, regulations, codes and developing technology of solar energy and photovoltaics including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 3572  Nuclear Energy  3 credit hours
This course will look at the history, regulations, and developing technology of nuclear energy including efficiency, cost, and safety concerns as it relates to the impact on the construction industry.

BCN 3708  Construction Contracts  3 credit hours
A comprehensive study of the contracting practices and instruments used in the construction industry. Liability and risk factors are included.

BCN 3753  Financial Control of Construction Organizations  3 credit hours
Standard financial practices for construction operations: direct costs; overhead costs; burden; capital investments; cash flow management; taxes; profit and loss analysis; work-in-progress.

BCN 3762A  Building Codes and Quality Control  3 credit hours
A study of building codes required by local, county and state departments and OSHA regulations as related to the construction industry. Construction safety awareness, procedures and practices are covered.

BCN 4284C  Construction Layout Planning  3 credit hours
This course focuses the students on the planning process for building layout. Covers the methods used for controlling lines, grades, elevations and levels of multistory buildings. (Prerequisite: BCN 1251C)

BCN 4510  Mechanical Systems: Heating and Cooling  3 credit hours
An advanced study of the principles and practices of air conditioning systems for commercial and industrial buildings with a focus on preventive maintenance and service. Large scale costs are covered, as well as applicable code considerations.

BCN 4557  Managing an Alternative Energy Project  3 credit hours
This course will focus on the management, including some of the benefits and challenges, of an alternative energy project from the pre-construction phase to completion. Some topics will include regulatory, financial, operational and technology-related risks. (Prerequisite: BCN 4612)

BCN 4573  Wind Energy  3 credit hours
This course will look at the history, regulations and developing technology of wind energy including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4574  Propane and Natural Gas  3 credit hours
This course will look at the regulations, codes and developing technology of using natural gas and propane as alternative energy sources including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4575  Hydroelectric Energy  3 credit hours
This course will look at the history, regulations and developing technology of using hydroelectric energy as an alternative energy source including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4576  Geothermal Energy  3 credit hours
This course will look at the history, regulations and developing technology of using geothermal energy as an alternative energy source including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry.

BCN 4577  Biomass  3 credit hours
Biomass can be understood as regenerative (renewable) organic material that can be used to produce energy. This course will look at the history, regulations, codes and developing technology of biomass including environmental concerns, efficiency, and cost as it relates to the impact on the construction industry. (Prerequisite: BCN 3550)

BCN 4590  LEED Green Associate Credential Preparation  3 credit hours
This course will introduce a participant to the process of preparing for the LEED Green Associate credential. It also provides an overview of the LEED project certification process and the role of the LEED coordinator and the project team. Participants will be able to understand the benefits and challenges of LEED credentialing for a variety of phases stemming from design, construction, and completion of the project. Participants are also introduced to the latest employability pathways as well as the body of USGBC LEED Rating Systems. Everglades University is an official USGBC Education Partner. (Prerequisite: BCN 102)

BCN 4578  LEED Green Associate Exam  3 credit hours
Successful completion of this course prepares a student to sit for the LEED Green Associate exam in order to become a Certified LEED Green Associate. LEED Green Associates have a documented, up-to-date understanding (LEED V4) of the most current green building principles and practices, and are committed to their professional future. The LEED Green Associates exam is only offered through the Green Building Certification Institute (GBCI). For more information about the LEED Green Associates exam, please contact the Academic Department.

BCN 4612  Construction Cost Estimating  3 credit hours
An advanced study of cost estimating, bid proposals, schedule of values, percentage of completion and close-out practices typical in the construction industry. Standard practices for work-in-progress as pertaining to the contracted estimate is covered. (Prerequisite: BCT 1770 or ACG 2011)
BCN 4703C  Managing a Construction Project  3 credit hours
The student learns the aspects of managing and administering a construction project by a comprehensive case study exercise. (Prerequisite: BCT 1770)

BCN 4709C  Construction Management  3 credit hours
Capstone course for all construction majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real work issues. (Prerequisite: Completion of all major courses.)

BCN 4714  Operations Management in Construction  3 credit hours
This course focuses on the operations of a construction business. Operations functions and activities encompass two-thirds of a construction business' endeavors. These include personnel and labor relations, fiscal asset management, equipment, materials and inventory management, and physical asset management.

BCN 4720  Construction Scheduling  3 credit hours
Utilization of advanced computerized scheduling software for planning, scheduling and controlling construction operations and processes.

BCN 4730  Construction Safety  3 credit hours
The impact of safety policy and procedures on cost controls, administration, inspection, prevention and loss control is covered. The impact on workers compensation insurance considerations is also included.

BCN 4740  Construction Law  3 credit hours
A study of construction contracts, mechanics lien law, bonds, labor law and other statutes impacting the legal relationships among parties involved in a construction project. (Prerequisite: BCN 4703C)

BCN 4799  Alternative and Renewable Energy Management Capstone Course  3 credit hours
Capstone course for all Alternative and Renewable Energy Management major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues (Prerequisite: Completion of all major courses).

BCN 499  Land Energy Management Capstone Course  3 credit hours
Capstone course is for all Land and Energy Management major students. Student will demonstrate knowledge learned throughout the program and apply these theories to real world issues (Prerequisite: Completion of all major courses).

BCN 661  Strategic Management of Construction Organizations  3 credit hours
This course studies the strategic management and operations of a construction company. Topics include incorporation structures, policies and procedures, accounting and finance, employee development, information modeling, scheduling, estimating, safety, legal aspects, and project management.

BCN 662  Advanced Construction Estimating  3 credit hours
This course studies the principles and practices of estimating in the construction industry. Topics include conceptual and definitive estimating, cost development, cost analysis methods, project delivery implications, international work implications, and computer applications and modeling.

BCN 663  Construction Scheduling and Planning Strategy  3 credit hours
This course studies the management of construction scheduling and monitoring, strategic planning, forecasting and trend analysis, project control, and the analysis of single and multiple projects.

BCN 664  Legal Aspects in Construction  3 credit hours
This course studies the legal and business aspects of contracts and specifications in the construction industry. Topics include the formation of contracts and various contractual relationships, methods of modification and termination of contracts, the study of precedents and application of contract clauses, and the exploration of licensure and professional liability of the construction practitioner.

BCT 1706  Construction Documents  3 credit hours
The course provides the students with a thorough understanding of the principle documents used in building construction: plans and specifications (Construction Specifications Institute’s 16 Divisions); contracts; permits; change orders; the relationship of documentation with each phase of construction.

BCT 1767  OSHA Standards  3 credit hours
The course places an emphasis on OSHA regulations as related to the construction industry. Construction safety awareness, procedures and practices are covered.

BCT 1770  Construction Estimating  3 credit hours
The course develops the students’ ability to perform material, labor, subcontract and equipment take-off quantities from construction drawings and specifications. The student is required to perform quantity takeoffs of materials, labor, equipment and subcontractors using a standard set of plans and specifications. Both manual and electronic take-off procedures are covered, beginning with a residential structure. (Prerequisite: BCN 1251C)

BCT 2040  MEP Plans and Specifications  3 credit hours
This course covers the plans and specifications of mechanical, electrical and plumbing systems and develops the students’ skills to read and interpret working drawings.

BSC 1005  General Biology  3 credit hours
An introduction to elementary cell chemistry, structure, metabolism, and reproduction. Includes the study of energy capture and transfer by cells, DNA structure, replication and function, the nature of heredity and the genetic basis of speciation, and theories on the origin of life and evolution.

BSC 2086L  Anatomy and Physiology Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in BSC 2085 (Anatomy and Physiology).

BSC 2006  Advanced Biology  3 credit hours
Introduces the principles of classification and briefly surveys the five kingdoms of living organisms, then compares the body plans of plants and animals and their mechanisms for nutrient procurement and processing, gas exchange, transport, osmotic regulation and waste removal, movement, reproduction and development, integration, homeostasis and response to the environment. Patterns of interaction of organisms with each other and with their environment are also investigated. (Prerequisite: BSC 1005)

BSC 1085  Anatomy and Physiology  3 credit hours
Human anatomy and physiology includes the study of the structure and function of specific systems of the body to include cell structure, tissues, integumentary system, skeletal system, articular system, muscular system and nervous system.

BSC 286L  Advanced Anatomy and Physiology Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in BSC 286 (Advanced Anatomy and Physiology).

BCT 1251L  Construction Documents  1 credit hour
This course covers the plans and specifications of mechanical, electrical and plumbing systems and develops the students’ skills to read and interpret working drawings.

BUL 4421  Business Law  3 credit hours
This course covers contracts, agency, sales, legal/political/economic aspects of ethics and law, antitrust, and negotiable instruments.
CGS 1060C  Introduction to Computer Applications  3 credit hours
An introduction to the fundamentals of operating personal computer equipment including the basics of word processing, database management, electronic spreadsheets and presentation graphics. Experience with computers and selected software packages are stressed.

CGS 3302C  Management Information Systems  3 credit hours
Covers management of information systems resources; information systems in the organization; social implications; use and evaluation of common microcomputer software packages. (Prerequisite: CGS 1060C)

CGS 263  Organization and Technology of Information Systems  3 credit hours
Prepares students for professional involvement with computer and information systems through an understanding of the organization and management aspects of such systems. Includes management information software; gathering, sorting and distributing information and data; and evaluating software and hardware. (Prerequisite: CGS 1060C)

CGS 6037  Entrepreneurial Innovation and Technology  3 credit hours
This course focuses on achieving a competitive advantage by examining entrepreneurial strategies to nurture innovation and cultivate technology development. Other topics include the role of information and information technology in business. The course also focuses on the importance of technology and innovation in today’s competitive environment.

CHM 1020  General Chemistry  3 credit hours
Introduction to chemical principles including atomic structure, chemical bonding, gases, liquids and solids, solutions, reaction rates and equilibrium, acids and bases, and an introduction to organic chemistry.

CHM 1020L  General Chemistry Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in CHM 1020 (General Chemistry).

CHM 2021  Advanced Chemistry  3 credit hours
A survey of the molecular structure, nomenclature and reactions of the major classes of organic compounds; an introduction to the main categories of biological molecules; and an overview of biochemical processes in living organisms, including digestion, biochemical energetics, molecular genetics and key biosynthetic pathways. (Prerequisite: CHM 1020)

CHM 2021L  Advanced Chemistry Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in CHM 2021 (Advanced Chemistry).

CHM 2210  Organic Chemistry I  3 credit hours
Study of the chemistry of carbon compounds. Emphasis is placed upon organic functional groups and their chemical properties, nomenclature, and molecular structure. (Prerequisite: CHM 2021)

CHM 2210L  Organic Chemistry I Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in CHM 2010 (Organic Chemistry I).

CHM 2211  Organic Chemistry II  3 credit hours
An extension of Organic Chemistry I. Continued study of organic functional groups and their chemical properties and molecular structures. Emphasis is placed upon reaction mechanisms and spectroscopic methods of analysis of organic molecules. (Prerequisite: CHM 2210)

CHM 2211L  Organic Chemistry II Laboratory  1 credit hour
Consists of practical applications of theories and concepts presented in CHM 211 (Organic Chemistry II).

CIS 5026  Information Technology Applications in Decision Making  3 credit hours
This course serves as an introduction to the fundamental information systems concepts and techniques. The primary focus is to bridge the gap between business needs and information systems solutions through an understanding of management information systems issues, concepts and underlying theory.

CLP 2183  Stress Reduction and Relaxation  3 credit hours
The definition, causes, and effects of stress are reviewed in this course along with various relaxation techniques used to counter the negative effects stress can have on the human body.

CLP 3314  Health Psychology  3 credit hours
The course will review the scientific study of behaviors and cognitive processes related to health states. It addresses the mind-body connection, the influence of social and physical environments on our health, cognitive processing of health information, health belief models, and the link between personality traits and health.

COM 201  Negotiation Communications  3 credit hours
This course will address how communication plays an important role in negotiation. Negotiation is a discussion among individuals to reach an alternative which would satisfy all. The student will understand the techniques used in communication to excel in all kinds of negotiation.

COM 306  Communication and Environmental Justice  3 credit hours
Introduction to contemporary issues of Environmental Justice, perspectives on environmental justice, and communication patterns and narratives that reflect the discourse on selected cases.

ECO 1023  Microeconomics  3 credit hours
A study of the basic economic concepts emphasizing the various parts that the US plays in the global economy. The foundations of economic theory are presented using topics from television news and the mass media. Fundamental concepts of GDP, National Income Accounting, US fiscal policy, and economic growth are introduced through case studies.

ECO 2013  Macroeconomics  3 credit hours
This course stresses microeconomic theories. Topics studied include the theory and application of supply and demand elasticity, the theory of consumer demand, utility, and indifference curve analysis; law of diminishing returns in production ranging from pure competition to pure monopoly; production theory and the theory of income distribution; comparative advantage, trade policies, exchange rates and balance of payments.

EGN 305  Business Excellence through Engineering Reasoning  3 credit hours
This course will focus on effectively and efficiently solving everyday business problems through logical thinking and applying various innovative engineering principles to organization.

ENC 0001  Basic English  3 credit hours
 Presents basics of grammar, punctuation, spelling, vocabulary, reading comprehension and writing skills, preparing students for English Composition I. Students who feel they are likely to encounter difficulties in ENC 1101 can request to take this college preparatory course as a foundation for the required course. This course is taken as Pass/Fail and is not required for graduation and/or calculated in the student’s CUM GPA. Credit is granted for this course but does not count towards graduation requirements.

ENC 1101  English Composition I  3 credit hours
This course is designed to develop students’ writing skills to achieve career goals. These skills include writing clear, well-developed paragraphs, essays, and research papers. Teaches the principles of pre-writing, organizing, drafting, revising, and editing paragraphs and essays. Includes basic research and documentation methods.

ENC 2102  English Composition II  3 credit hours
This course teaches the principles of the writing process, emphasizing scholarly writing and the research paper. It includes basic research and documentation methods. (Prerequisite: ENC 1101)
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENL 1000</td>
<td>English Literature</td>
<td>3</td>
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<tr>
<td>ENT 6006</td>
<td>Entrepreneurship</td>
<td>3</td>
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<tr>
<td>ENT 6707</td>
<td>Global Business Ventures</td>
<td>3</td>
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<tr>
<td>ENT 6900</td>
<td>Entrepreneurship Capstone Course</td>
<td>3</td>
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<tr>
<td>EVR 222</td>
<td>Introduction to Environmental Change</td>
<td>3</td>
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<tr>
<td>EVR 242</td>
<td>Introduction to Environmental Policy</td>
<td>3</td>
</tr>
<tr>
<td>EVR 350</td>
<td>Global Environmental Politics</td>
<td>3</td>
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<tr>
<td>EVR 360</td>
<td>Justice and Sustainability</td>
<td>3</td>
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<tr>
<td>EVR 375</td>
<td>U.S. Environmental Policy and Management</td>
<td>3</td>
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<tr>
<td>EVR 457</td>
<td>Environmental Change and Natural Resource Management</td>
<td>3</td>
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<tr>
<td>EVR 471</td>
<td>Coastal Environmental Management</td>
<td>3</td>
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<tr>
<td>EVR 472</td>
<td>Environmental Technology and Management</td>
<td>3</td>
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<tr>
<td>EVR 473</td>
<td>Environmental Impact Analysis</td>
<td>3</td>
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<tr>
<td>EVR 4930</td>
<td>Environmental Policy and Management Capstone Course</td>
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<tr>
<td>ENL 1000</td>
<td>English Literature</td>
<td>3</td>
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<tr>
<td>ENC 3213</td>
<td>Writing for Managers</td>
<td>3</td>
</tr>
<tr>
<td>FIN 2001</td>
<td>Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>FIN 3400</td>
<td>Principles of Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>FIN 5409</td>
<td>Managerial Finance</td>
<td>3</td>
</tr>
<tr>
<td>GEB 201</td>
<td>Fundamentals of International Business</td>
<td>3</td>
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<tr>
<td>GEB 331</td>
<td>Analyzing the Global Business Environment</td>
<td>3</td>
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<tr>
<td>GEB 3934</td>
<td>Critical Thinking in Business</td>
<td>3</td>
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<tr>
<td>GEB 1011</td>
<td>Principles of Business</td>
<td>3</td>
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</tbody>
</table>

This course will explore environmental impact on quality of life – livelihoods, health, and vulnerability of the poor; quality of growth – urban and rural space; and quality of regional and global commons – climate change and environmental governance.
GEB 422  Putting Global Strategy into Action  3 credit hours
This course introduces proven approaches and emerging concepts for aligning an organization’s project and program initiatives with its strategic global objectives. Students will learn core strategic concepts and how to apply them to strategic decision-making in today’s complex, fast-paced business environments.

GEB 453  Politics in International Business  3 credit hours
This course examines the background and operations of relevant international political actors; special attention will be paid to the incentives influencing the behavior of these actors and the process by which they generate policies that can adversely or favorably influence investor operations. Interrelationships between global corporate operations and the mechanisms of national political sovereignty and control are analyzed.

GEB 498  International Business Capstone Course  3 credit hours
The International Business Capstone Course allows students to integrate learning from other courses in the program and develop a broad perspective on the discipline of international business. It offers a critical analysis of topics such as the political economy of international trade, current issues in global human resource management, marketing, finance and accounting, and ethics in international business.

GEB 4999  Business Capstone Course  3 credit hours
Capstone course for all business majors. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues. (Prerequisite: Completion of all major courses.)

GEB 5215  Graduate Business Communication Applications  3 credit hours
An in-depth study of the way people within organizations communicate. The course is intended to improve the student’s understanding of the communication processes and organizational methods. Emphasis is placed on the incorporation of new technologies in business communications.

GEB 5895  Business Policy and Decision Making  3 credit hours
A broad-based study of managerial decision-making based on the business disciplines studied throughout the MBA program. This course expands on the mastery of business skills and knowledge that students gained from the other core courses. Through in-depth analysis of case studies, current literature and projects, students will explore the long-term business strategies, planning and management tools used in many corporations.

GEB 5898  Applied Managerial Statistics  3 credit hours
This course is an advanced look at the mathematical and statistical quantitative analysis techniques used in the decision-making process in business. Students will study current concepts of descriptive research, probability theories, sampling theories, hypothesis formulation and testing, and correlation and regression analyses.

GEB 6118  New Venture Creation  3 credit hours
This course focuses on achieving a competitive advantage by examining entrepreneurial strategies to nurture new ventures. This course will explore entrepreneurial concepts and processes that apply to startup enterprises as well as those that are well-established with an innovative focus or entrepreneurial spirit. Topics will include the emerging trend of business organizations utilizing their resources and innovations to enhance society. Students apply these concepts to real-world situations.

GEB 6896  Business Strategy for Competitive Advantage  3 credit hours
This course focuses on the development and implementation of business strategies that enable competitive advantage. Students will understand the current environment in which the organization competes and predict possible environmental changes.

GEB 6936  Graduate Business Capstone Course  3 credit hours
Under the supervision of a thesis committee comprised of faculty members, the student writes, submits, and In this final course, students will demonstrate knowledge, skills, and competencies that have been acquired and learned throughout the MBA program and apply these concepts and methodologies to a variety of real world situations. Various applications, activities, exercises, and case studies facing today’s organizations will be utilized in great detail.

HFT 101  Principles of Hospitality Management  3 credit hours
This introductory course acquaints the student with the scope and complexity of the hospitality industry by exploring the national and global relationships of lodging, food, and beverage operations. The course examines career opportunities, organizational structures, history and human resource management. Students will examine trends, integrated technology and its effects on customer and guest service in requirements in the lodging and food service industry.

HFT 201  Front of the House  3 credit hours
This course prepares students to be “front of the house” managers. The course focuses on all aspects that characterize the front of the house experience as a worker. It stresses the importance for such a place to reflect the theme or concept of the restaurant. Particular focus is given to the needs of this space to be designed efficiently. Furthermore the course points out how without great customer service a restaurant cannot be successful. Training the front of the house staff to excel at customer service will be one of the main areas of study.

HFT 225  Fundamentals of the Service Industry  3 credit hours
An introductory course designed to offer an overview of the service industry. Students gain a historical perspective and track current events. The class discusses the structure of the industry including chains, franchising, ownership, and management. The course explores the inner workings of various components of lodging, food service, and entertainment organizations.

HFT 311  Facilities Planning and Management  3 credit hours
This course is designed to introduce students to the basic principles of facility planning, layout and design for hotel, dining, kitchen, public and service areas. At the completion of the course, students will be able to explain the design process common to all hospitality facilities, the activities that occur during each phase of this process, and management practices.

HFT 331  Food and Beverage Management  3 credit hours
This course focuses on principal operating problems facing managers in the restaurant industry. Topics such as concept development and entrepreneurship, menu analysis, cost control, operational analysis, and customer service processes are addressed.

HFT 363  Effective Customer Service  3 credit hours
This course is an exploration into the value of building relationships with customers and most importantly, developing a customer-focused philosophy. Create a foundation in customer loyalty. Develop service standards and track their effectiveness.

HFT 422  Business and Technology of Sustainability  3 credit hours
This course will introduce participants to the goals, principles, and practical applications of sustainability from science/engineering, policy, and business perspectives. Many organizations, companies, and institutions are increasingly interested in conducting their activities while becoming more sensitive to environmental, social, and other concerns over a longer-term future. Students learn 21st century skills to solve complex problems affecting global tourism and hospitality, with tools of sustainable development and the triple-bottom line approach to business.

HFT 453  Convention and Exhibition Management  3 credit hours
This course provides the student with an introductory approach to the various types of meetings and conventions, the types of organizations that stage these events, and how to reach and sell to this important group segment. It also includes the aspects of meeting and convention service. The course examines practical advice on how to reach each of the group meeting market segments, how to implement successful sales strategies, and how to ensure that an event flows smoothly.

HFT 499  Hospitality Management Capstone Course  3 credit hours
The capstone course is for all students majoring in Hospitality Management. Students will demonstrate knowledge learned throughout the program and apply these theories to real world issues.
HSA 5103 Introduction to US Healthcare Systems 3 credit hours
This course is an overview of health care personnel, hospitals and other institutions, the federal government, financing and payment mechanisms, and managed care.

HSA 5152 Influencing Healthcare Policy 3 credit hours
This course addresses the current health care environment with a myriad of policies, laws, and regulations imposed by government agencies, private sector insurers, and institutions, challenges both public health professionals and patients who are often caught between the cross currents of cost constraints and access to appropriate quality care.

HSC 100 Medical Terminology 3 credit hours
This basic medical terminology course will provide students a framework for understanding the many components of medical terms and how to identify the meanings of medical terms by understanding and analyzing prefixes, suffixes, and root words.

HSC 164 Introduction to Health and Wellness Systems 3 credit hours
This course is designed to help students understand the basic concepts of a variety of medical systems used both domestically and internationally. It will provide students with a foundational understanding of the history and philosophical approaches of various health systems and the modalities they use for their patients' health and wellness.

HSC 1520 History of Medicine 3 credit hours
This course will review the social, intellectual, and cultural history of medicine from the 18th century to the present. Emphasis is on the result of Western political-economic and institutional structures, cultural values, and the rise and complexities of "scientific medicine." The course will include medical terminology.

HSC 1619 Exercise Science and Sports 3 credit hours
Students will explore historical and developing issues in the science of exercise, sports and fitness. Issues such as youth fitness, youth sports through geriatric fitness will be covered.

HSC 184 Introduction to Integrated Health Science 3 credit hours
This course will provide students with a foundational knowledge in health-related science and integrated wellness principles.

HSC 2105 The Meaning of Health 3 credit hours
Covers a combination of current and traditional studies on how both internal and external factors may affect the various systems of the body and negatively impact a person's physical or mental well being.

HSC 2173 Women's Health 3 credit hours
This course is designed to help students understand the historical changes in society's attitudes toward women and to gain a deeper understanding of women's health needs. The course focuses on the cause and prevention of diseases and health problems that affect women specifically.

HSC 2651 Clinical Decision Making 3 credit hours
Clinical decision making is the study of issues in clinical healthcare and provides a structured approach for identifying, analyzing, and resolving issues in clinical healthcare through the use of case-study and critical thinking exercises.

HSC 272 Men's Health 3 credit hours
This course is designed to help students understand the male body and to gain a deeper understanding of men's health needs. The course focuses on the cause and prevention of diseases and health problems that affect men specifically.

HSC 364 Introduction to Chiropractic 3 credit hours
An overview of the principles and philosophy of Chiropractic, its application and development, basic sciences, clinical applications, and treatment approaches. (Prerequisite: BSC 1085)

HSC 2180 Alternative Consultative and Diagnostic Procedures 3 credit hours
This course will expose students to the concepts and issues that are central to aspects of the alternative practitioner's routine office visit. The student will learn skills of communication, diagnostic procedures, and how this knowledge correlates to common alignments.

HSC 2732 Introduction to Understanding Clinical Research 3 credit hours
This is an introduction to methods for retrieving, understanding and interpreting clinical as well as complementary and alternative research information in scholarly sources for use in the healthcare environment.

HSC 3127 Feng Shui 3 credit hours
A study of Feng Shui as a scientific discipline will be evaluated in this course. The ancient tradition of utilizing Feng Shui to position oneself in the natural order of the universe as a tool for creating harmony, good health, and peace of mind is explored.

HSC 3186 Introduction to Homeopathy 3 credit hours
An overview of the principles and philosophy of homeopathy, its application and development, and the history of the conflict between homeopathy and allopathic medicine.

HSC 3187 Traditional Chinese Medicine 3 credit hours
An introduction to the traditional medicine used by the Chinese. This course will explore the philosophy, techniques, and practices used in Chinese medicine.

HSC 3182 Naturopathy 3 credit hours
The history, concepts, and principles of naturopathy are traced from Hippocrates through the 20th century. Fundamental principles of this healing art are discussed in depth. (Prerequisite: BSC 1085)

HSC 3189 Alternative Approaches to Disease 3 credit hours
This course covers the fundamental known causes of three very common disorders of the body and non-allopathic approaches to prevention and treatment. In addition current research studies are discussed. (Prerequisite HSC 2732)

HSC 4191 Ayurvedic Medicine 3 credit hours
The study of ayurvedic medicine, India's traditional natural system of medicine. This course addresses the science, traditions, principles and treatments of Ayurveda.

HSC 3613 Manual Therapies: Massage, Reflexology, and Acupressure 3 credit hours
An introduction to manual therapies including massage, reflexology, and acupressure. The course provides an overview of each therapy, the principles used in each therapy and the indications and contraindications of each therapy.

HSC 4614 Body Awareness and Physical Movement 3 credit hours
The study of movement as it relates to physical well being. This course will address posture, the cause of various sports related injuries, strain and counterstrain, the physiology of pain and the biomechanics of specific movements. (Prerequisite: BSC 1085)

HSC 4123 Principles of Acupuncture 3 credit hours
A comprehensive review of the theory and practices of acupuncture. The course explores the philosophy, techniques, and practices used in Chinese medicine. (Prerequisite: HSC 3187)

HSC 4183 Miasms and Constitutional Treatment 3 credit hours
This course explores the practical application of the principles and philosophy of homeopathy to various diseases and disorders of the body. (Prerequisite: HSC 3186)

HSC 4188 Detoxification and Healing 3 credit hours
Introduces the various techniques and approaches to detoxification, principles and uses for, and indications and contraindications to detoxification in the healing and treatment process. (Prerequisite: BSC 2086)
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 4922</td>
<td>Alternative Medicine Capstone Course</td>
<td>3</td>
<td>Students will demonstrate knowledge learned throughout the program by taking case studies and transforming them into usable information in an appropriate format. (Prerequisite: Completion of all major courses.)</td>
</tr>
<tr>
<td>HUN 1201</td>
<td>Fundamentals of Nutrition</td>
<td>3</td>
<td>Students will become familiar with: the principles of diet planning, government standards, and food labeling; the biological functions and food sources of each nutrient; energy balance, weight management, and physical activity; the role of nutrition in chronic disease development; and current nutrition-related concerns and principles.</td>
</tr>
<tr>
<td>HUN 2120</td>
<td>International Nutrition</td>
<td>3</td>
<td>This course examines the role of nutrition and how it affects overall health in various countries. Cultural and religious aspects are explored as well as the problems associated with hunger and disease in developing countries.</td>
</tr>
<tr>
<td>HUN 3205</td>
<td>Dietary Influences on Disease</td>
<td>3</td>
<td>This course will explore the dietary influences on disease. By the end of the course, students will gain knowledge, skills and competency on the association between nutrition and the development and management of chronic disease.</td>
</tr>
<tr>
<td>HUN 3381</td>
<td>Herbology and Botany</td>
<td>3</td>
<td>An introduction to the study of herbs, ranging from weeds to culinary flavoring, to medicines. It includes the principles of herbal medicine, the properties of herbs and indications for use of selected herbs.</td>
</tr>
<tr>
<td>HUN 3472</td>
<td>Nutrition and Aging</td>
<td>3</td>
<td>By the end of the course, students will be able to: address nutritional concerns, requirements, and metabolism through the aging process. Students will also understand cultural, environmental, psychosocial, physical, and economic factors affecting dietary intake and nutrition status for the older adult. Students will also identify strategies for maintaining and improving mental and physical function in later years through proper nutrition and aging processes and assist in providing essential ingredients needed for optimum health. (Prerequisite: HUN 1201)</td>
</tr>
<tr>
<td>HUN 4382</td>
<td>The Herbal Medicine Chest</td>
<td>3</td>
<td>An advanced study of the practical application of herbology for various medical conditions, methods for first aid and home care. (Prerequisite: HUN 3381)</td>
</tr>
<tr>
<td>IDS 1021</td>
<td>Interdisciplinary Studies 1</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1022</td>
<td>Interdisciplinary Studies 2</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1023</td>
<td>Interdisciplinary Studies 3</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1024</td>
<td>Interdisciplinary Studies 4</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1025</td>
<td>Interdisciplinary Studies 5</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1026</td>
<td>Interdisciplinary Studies 6</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>IDS 1027</td>
<td>Interdisciplinary Studies 7</td>
<td>3</td>
<td>Interdisciplinary study courses are accepted as transfer credits from the student’s associate or lower division courses completed at other institutions. The IDS courses allow credit for appropriate prior learning. (See Degree Program Outlines for commonly accepted disciplines for transfer credit by major).</td>
</tr>
<tr>
<td>MAC 1105</td>
<td>College Algebra</td>
<td>3</td>
<td>Prepares the student for disciplines involving quantitative calculations. Covers set theory, operations with algebraic expressions, radicals, exponents, linear and quadratic equations with applications, graphing, and inequalities.</td>
</tr>
<tr>
<td>MAN 233</td>
<td>Introduction to Global Policy</td>
<td>3</td>
<td>This course will explore various aspects of global policy. It includes an examination of the complexity of policy problems, methods for designing better policies, globalization, transnational corporations and the global economy, and world environmental concerns.</td>
</tr>
<tr>
<td>MAN 311</td>
<td>Effective Global Management</td>
<td>3</td>
<td>This course examines successful international business strategies and ways that global forces affect businesses and careers. You learn the basics of trade operations, international management, international economics and finance, and international competition.</td>
</tr>
<tr>
<td>MAN 354</td>
<td>International Operations Management</td>
<td>3</td>
<td>This course focuses on understand the key strategic and operational aspects of international operations management to help in the design, planning, and execution of a firm’s international operations. It addresses the benefits of effective global operations including global supply chain management, global outsourcing and location of production facilities.</td>
</tr>
<tr>
<td>MAN 355</td>
<td>International Business Ethics</td>
<td>3</td>
<td>This course studies the application of ethics to contemporary issues of international business operating in different economic, political and cultural settings. Drawing on established ethical theory, the course uses normative criteria to evaluate “best choice” options for real-world decisions. Consideration of global economic justice and corporate social responsibility are examined, along with mandatory and voluntary methods of influencing business behavior.</td>
</tr>
<tr>
<td>MAN 363</td>
<td>Managing the International Business Environment</td>
<td>3</td>
<td>This course provides an overview of markets and institutions in the global economy. It teaches students aspects of international market analysis such as international commercial and investment banking, portfolio analysis and risk assessment, new market development, international business consulting, and international business law.</td>
</tr>
<tr>
<td>MAN 1021</td>
<td>Principles of Management</td>
<td>3</td>
<td>Covers a combination of current and traditional views of management organized around a functional and process approach to the study of the field. Develops the skill and knowledge requirements demanded in today’s competitive business environment.</td>
</tr>
<tr>
<td>MAN 2163</td>
<td>Customer Relationship Management</td>
<td>3</td>
<td>This course introduces the concept of customer relationship management (CRM) from a management perspective and covers how managers develop a customer focus in order to remain competitive in today’s market. It includes how CRM links people, process and technology to optimize an enterprise’s revenue and profit and provide maximum customer satisfaction.</td>
</tr>
</tbody>
</table>
MAN 2345  Principles of Supervision  3 credit hours
Covers fundamental supervision principles and techniques. It emphasizes the role of supervision in organizations through proper handling of human relations with employees, other supervisors, and higher management. Issues include employee morale, absenteeism, motivation, and related behavioral topics.

MAN 3025  Introduction to Management and Organizational Behavior  3 credit hours
An introduction to managerial principles including planning, organizing, staffing, leadership and control techniques. A behavioral science foundation of individual needs, motivation and group processes is utilized.

MAN 3065  Business Ethics  3 credit hours
This course is intended to increase students’ awareness, understanding and ability to deal responsibly with ethical issues in business. The aim is to enhance students’ understanding of potential ethical issues facing managers and the ethical dilemmas that can present themselves in modern organizations and explore ways to effectively deal with them.

MAN 3151  Relationship Management  3 credit hours
Covers the evolution of management theory from scientific to the present day, focusing on the concept of complexity theory. Discusses the importance of human-oriented management styles today. Looks at various levels of relationships in the workplace (self, coworkers, clients) and discusses effective management styles at each level.

MAN 3504  Operations Management  3 credit hours
A descriptive and introductory course in the fundamentals of operations management. Introduces basic concepts and techniques of managing operations both in manufacturing and non-manufacturing sectors. Includes product and process design, demand forecasting, facilities layout and location, materials management, inventory management, production planning and quality assurance. Highlights international aspects of operations wherever appropriate, as is the role of management information systems in operations management.

MAN 4045  Effective Team Management  3 credit hours
Examines team building, two way communication and feedback; participative management techniques concerning motivation, small group processes, and group decision support; attracting and retaining quality personnel. Also covers skills in writing employer evaluations, responsibility, authority, accountability, initiative, creativity, communicating upward and downward, people management strategies, and recognition and reward.

MAN 4301  Human Resources Management  3 credit hours
Considers the development of individual managers and business organizations. Will include readings from original sources and discussion of cases illustrating developmental methods.

MAN 4507  Operations Management Applications  3 credit hours
The application of management systems, quantitative principles and techniques to the effective planning and utilization of resources in the operations of manufacturing, research and services. (Prerequisite: MAN 3504)

MAN 4554  Business Continuity Planning and Management  3 credit hours
Students will analyze business survival planning methodologies for business disruption including natural disasters; hardware and communications failures; internal or external sabotage or acts of terrorism; and the failures of supply chain and sales affiliate organizations. Topics include: risk identification, business impact analysis, and the adoption of alternative recovery methods for critical processes. (Prerequisites: PAD 3391)

MAN 4583  Project Management  3 credit hours
Focuses on the essentials of effective project management. Three phases of the project are studied: identification, development and implementation. (Prerequisite: MAN 1021)

MAN 4602  International Business  3 credit hours
International dimensions of American enterprise. Examination of businesses, overseas organizations, operations, and problems of conducting international business. (Prerequisite: GEB 1011)

MAN 4633  Global Strategy and Policy  3 credit hours
Explores the competitive environment on a global basis, examines all external factors that affect the firm domestically and globally, and provides solutions that include globalization as a strategic option. (Prerequisite: GEB 1011)

MAN 5147  Leadership Skills for Managers  3 credit hours
This course studies the interaction between leaders, followers, and situations. Students will discover new ideas for leading, motivating, and empowering staff members toward achieving the company goals, mission, and vision. Topics include, followership, communications skills, empowerment, credibility and integrity, developing company alignment, visionary leadership, management vs. leadership, team leadership, situational leadership styles, and transformational leadership.

MAN 5244  Advanced Organizational Behavior  3 credit hours
This course studies human behavior in organizations. A dynamic, holistic, systems approach to understanding and facilitating work relationships is examined. Conceptual frameworks, case discussions, and skill-oriented activities are applied to course topics which include: employee motivation and job satisfaction, employee attitudes and values, learning and development, team building and group dynamics, conflict management, leadership, communication, power and influence, change, diversity, organizational design, and organizational culture.

MAN 5305  Human Resource Management  3 credit hours
The course presents a systematic framework for analyzing and understanding the human resource management functions within an organization. Students learn to create competitive advantage by maximizing employee effectiveness and efficiency. Topics include attracting, selecting and retaining exceptional job candidates; training and developing employees to meet current and future organizational needs; managing and improving performance; and building high-performance work teams. Research requires analysis and resolution of human resource challenges facing today’s organizations.

MAN 5641  Research Methods  3 credit hours
An in-depth study of current research methods including problem identification, hypothesis formulation, design and use of data gathering tools, and data analysis. Students will develop, and submit for approval, a formal proposal for the Graduate Thesis.

MAN 641  Project Management  3 credit hours
This course presents the stages of the project life cycle. Risk management, financial management, tools for project selection, cost estimating, and the use of project management software and Gantt charts are covered using Microsoft Project.

MAN 642  Team Project Management  3 credit hours
This course focuses on the management of projects through a team-based approach. Topics covered are team motivation, efficiencies, communication, behavioral characteristics of individual project team members, strategic assignment completion, leadership, team dynamics, and an analysis of corporate culture.

MAN 643  Current Topics in Project Management  3 credit hours
This course examines contemporary issues in project management through case studies using project management theories and strategies. Emerging issues such as sustainability of projects, corporate social responsibility, project management soft skills, retaining team members, leadership with collaboration, and persuasion in project management are explored. The certifications and the certifying bodies of project management are discussed.

MAN 6351  Training and Development  3 credit hours
This course studies various training and development techniques used to build group and individual skills while improving organizational effectiveness. Topics include conducting needs analyses, linking identified needs to training objectives, developing a training plan, implementing the training plan, evaluating the training plan, and a variety of staff and management training techniques.
MAN 6365 Recruitment, Selection and Placement  3 credit hours
This course studies the employment process as it relates to human resources management. Topics include human resource planning, job analysis, job descriptions, generating internal and external applications, analyzing qualifications, selection methods and decisions, test evaluation, interview methods and practices, placement and exit programs, outplacement and retirement programs, and legal considerations.

MAN 6403 Employment Law  3 credit hours
This course studies a comprehensive analysis of federal and state laws related to human resources management. Topics include Equal Employment Opportunity (EEO), Civil Rights Act, Affirmative Action, Fair Labor Standards Act (FMLA), the National Labor Relations Act (NLRA), Occupational Health and Safety Act (OHS), and Workers’ Compensation are a sample of the regulations covered.

MAR 1011 Introduction to Marketing  3 credit hours
A survey of the principles and functions of marketing will provide an understanding of its role in the business environment. Utilization of the guiding principle of relationship building in order to establish and maintain trust and confidence in the firm’s products and services.

MAR 3023 Marketing Management  3 credit hours
Covers channels of distribution, price policies, promotion, consumer demand, product planning, the role of government in marketing, and the social evaluation of marketing.

MAR 4613 Marketing Strategy  3 credit hours
The application of marketing concepts and analytic techniques to develop skills in solving strategic marketing problems of selecting customer targets and making marketing mix decisions. (Prerequisite: MAR 3023)

MAR 5158 Marketing Management  3 credit hours
A study in marketing management including the development, implementation and control of marketing strategies. The course emphasizes the strategic marketing process from the global viewpoint of the international business environment. Strategic marketing analysis and decision-making are incorporated with the objective of achieving consumer satisfaction while sustaining a competitive advantage.

MAR 5416 Strategic Sales and Marketing Management  3 credit hours
This course focuses on the development and implementation of sales and marketing strategies essential to the achievement of business development goals and increasing sales revenues and profitability. Topics include sales staff selection and motivation, goal setting, sales team management and leadership, creating a successful and cohesive sales culture, customer-centered sales and strategic account management.

MAT 0020 Basic Math (Basic Algebra)  3 credit hours
Reviews basic arithmetic operations and introduces algebra. Topics include whole numbers, fractions, decimals, percents, prime factorization, greatest common factor, order of operations, exponentiation, absolute value, arithmetic operations of signed numbers, averages, simplifying and evaluating algebraic expressions, solving linear equations and proportions. Students who feel they are likely to encounter difficulties in MAC 1105/MGF 2106 can request to take this college preparatory course as a foundation for the required course. This course is taken as Pass/Fail and is not required for graduation and/or calculated in the student’s CUM GPA. Credit is granted for this course but does not count towards graduation requirements.

MAT 1033 Intermediate Algebra  3 credit hours
This course covers topics such as factoring; operations with rational expressions, absolute value; exponents, radicals and roots, linear and quadratic equations, linear inequalities and graphs.

MGF 2106 College Math  3 credit hours
An overview of applications of mathematics as they relate to the fields of set theory, logic, informal geometry, probability, and statistics.

PAD 3370 Emergency Preparedness and Response  3 credit hours
Reviews FEMA guidelines and information regarding management of resources during emergency operations. Topics include warning systems, emergency operations centers, and incident command systems.
PHC 6750 Community Health Assessment 3 credit hours
This course provides students with basic tools of cross-cultural and public health research methodology to prepare students to conduct in-depth studies on topics of interest in the field of public health and community welfare. Students will learn how to collect, analyze, and integrate social and public health data to understand and critically evaluate programs and issues related to public health.

PHC 676 CAM Approaches to Nutrition in Public Health 3 credit hours
This course provides basic tools of cross-cultural and public health research methodology to prepare students to conduct in-depth studies on topics of interest in the field of public health and community welfare. Students will learn how to collect, analyze, and integrate social and public health data to understand and critically evaluate programs and issues related to public health.

PHI 3601 Ethics 3 credit hours
An introduction to the major philosophical theories of moral conduct, thought and choice. Begins with the consideration of a traditional model of ethical thought, moves on to a general appraisal of a variety of ethical theories, and concludes with an inquiry of concrete moral problems of our own day and age.

PHY 1001 General Physics 3 credit hours
Covers basic principles of physics; introduces the phenomena, concepts, and theories of classical physics; details Newtonian mechanics, kinematics, dynamics, statics, momentum, energy, and heat energy.

PHY 1001L General Physics Laboratory 1 credit hour
Consists of practical applications of theories and concepts presented in PHY 1001 (General Physics).

PHY 2002 Advanced Physics 3 credit hours
Continues the basic principles of physics. Covers the phenomena, concepts, and theories of classical and modern physics; includes electricity and magnetism, optics, and selected topics from modern physics.

PHY 2002L Advanced Physics Laboratory 1 credit hour
Consists of practical applications of theories and concepts presented in PHY 2002 (Advanced Physics).

POS 3043 American Government 3 credit hours
An examination of the American system of government with emphasis on the growing importance of global affairs in American life. Philosophical and historical perspectives are provided to show how institutions and processes have evolved to their present state. Comparative perspective is provided so that students may contrast the American system with other contemporary forms of government.

PSY 1012 Introduction to Psychology 3 credit hours
A fundamental study of behavior, animal and human, with emphasis placed on human behavior. Students will become acquainted with concepts such as learning, perception, intelligence measurement, personality structure, behavior disorders, human development, social pressures and research methods.

PSY 307 The Science of Persuasion and Negotiation 3 credit hours
This course will provide the student with an innovative framework that explains why people say yes under the influence of persuasion. The six universal principles of persuasion are based not only on theories from academic research but also from real world experience of what works in the market place where persuasion is used to survive and to flourish.

QMB 3600 Quantitative Methods in Administration 3 credit hours
Introduction to basic mathematical and statistical methods and models for administrative problem solving and decision making. Includes decision making under conditions of risk, inventory theory, linear programming, networks and queuing.
SPC 1017 Speech 3 credit hours
Preparation and delivery of various types of speeches, as well as techniques to improve interpersonal communication skills, with emphasis on job interviewing and working in teams. Online students taking this course will need access to a webcam and microphone.

SOP 3790 Crisis and Disaster Psychology 3 credit hours
Presents non-traditional approaches to disaster recovery and rebuilding communities, the different ways various societies have experienced disasters, learned from them, and revised their thinking about building community preparedness and resiliency pre- and post-disaster, including sociological and political considerations. (Prerequisites: PSY 1012, PAD 3391)

SPC 1017 Speech 3 credit hours
Preparation and delivery of various types of speeches, as well as techniques to improve interpersonal communication skills, with emphasis on job interviewing and working in teams. Online students taking this course will need access to a webcam and microphone.

SRV 331 Route Surveying 3 credit hours
This course is a study of the construction and route applications of surveying. Automatic levels, total stations, and data collectors will be used. Field work and computations will include topographic surveying, horizontal and vertical curves, and components of route surveying. Work will be processed using surveying software.

SRV 341 Boundary Surveying 3 credit hours
It is an introduction to the proper methods of recognizing, gathering, interpreting, and applying the evidence of land boundaries in order to properly locate those boundaries on the ground. It also instructs the student in the proper methods of creating evidence for the future surveyor so that boundary locations may be perpetuated.

SRV 386 Instrumentation for Surveying 3 credit hours
This course is the study of the methods and instrumentation used in the surveying profession. The theory and application of electronic distance measuring devices, use of total stations and digital levels, GPS principles and applications, and the application of state plane coordinates.

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SRV 446 Geotechnical Technology 3 credit hours
Geographic Information Systems (GIS) is a computer-based data processing tool used to manage and analyze spatial information. This course introduces the student to the tools and techniques of GIS, including hands-on experience using GIS software. The course will combine lecture, tutorials, discussions, and a project.

SRV 455 Topographical Surveys and Mapping 3 credit hours
This course is an introduction to the terminology, mathematics, legal principles, and software associated with the interpretation and preparation of survey plats, maps, and legal boundary descriptions. The student will learn how to perform the calculations necessary to evaluate and verify the correctness of boundary survey field data. The student will also learn to interpret and prepare a variety of legal boundary descriptions and to prepare boundary plats.

SRV 463 Highway Plating 3 credit hours
This course introduces students to highway plating. In declaring lands considered as public highways and streets, it is necessary to determine, mark out, plat, or cause to be marked out and platted, the lands, in width as well as length, by use and improvement appropriated as public highways, and declared as such, and recorded. Students will learn this procedure.

SRV 489 Fundamentals of Surveying (FS) Exam 3 credit hours
Preparation
The Fundamentals of Surveying (FS) exam is typically the first step in the process leading to the P.S. license. It is designed for recent graduates and students who are close to finishing an undergraduate degree. This course prepares students to take the exam.

SRV 499 Surveying Management Capstone Course 3 credit hours
Course
The Fundamentals of Surveying (FS) exam is typically the first step in the process leading to the P.S. license. It is designed for recent graduates and students who are close to finishing an undergraduate degree. This course prepares students to take the exam.

STA 2014 Statistics 3 credit hours
An introductory course in statistics for the social sciences and business. Topics include descriptive statistics, probability, binomial and normal distributions, sampling distributions and hypothesis tests, and sampling procedures.

STA 3060 Research and Statistical Analysis 3 credit hours
Introduces the methods and tools of general research including application of the research process to problem solving, types of research and appropriate means of conducting them. Secondary source research through bibliographic methods and on-line resources via the Internet is included. Descriptive statistics and inferential statistics, including frequency distribution, variability, regression, and correlation will be discussed. (Prerequisite: STA 2014)

SYD 4511 Disaster and Society 3 credit hours
How social structures, groups and institutions and their reaction to the loss of social function as a result of natural, technological, or sociopolitical events. This course explores social effects of disaster, using social theories of organizational behavior, political sociology, community development, religion, urban planning, and rural sociology. (Prerequisite: SOP 3790)

SYG 1000 Sociology 3 credit hours
A study of human society with emphasis on customs, groups, organizations, institutions, classes, and social processes.

SYG 3014 Sociology of Cultural Differences 3 credit hours
An exploration of issues related to cultural diversity including ethnocentricity, cross cultural communication, the origins of prejudice and oppression and the significance of cultural identity.

TAX 6726 Federal Income Taxation for Managers 3 credit hours
This course prepares students to take the exam.

SRV 489 Fundamentals of Surveying (FS) Exam 3 credit hours
Preparation
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Introduces the methods and tools of general research including application of the research process to problem solving, types of research and appropriate means of conducting them. Secondary source research through bibliographic methods and on-line resources via the Internet is included. Descriptive statistics and inferential statistics, including frequency distribution, variability, regression, and correlation will be discussed. (Prerequisite: STA 2014)

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Please note: Any course with a three-digit course code is under review by the Florida Statewide Common Course Numbering System. (See Florida’s Statewide Course Numbering System, page 83.)
Admissions

The admissions policies of Everglades University were developed to ensure that all students have a reasonable expectation to complete their chosen degrees. In order for Everglades University to provide career education in highly technological fields, applicants should demonstrate to the University both the ability and motivation to succeed.

Admissions Procedures

Students desiring to enter the University should contact the Admissions Office or log on to our website at www.EvergladesUniversity.edu to submit an application. Students should submit their applications well in advance of the date they desire to enter the University to permit proper scheduling and assure availability. Local applicants are encouraged to visit the University in person. The University uses a rolling admissions policy. Applicants will be notified of their acceptance or rejection to the University. All admissions services are conducted on an equal opportunity/equal access basis.

Our Admissions Offices are open throughout the following hours: Monday through Thursday, 9:00am-8:00pm; Friday, 9:00am-5:00pm; and Saturday, 9:00am-5:00pm and by appointment.

The University reserves the right to deny admission to any prospective student that in their judgment poses an undue risk to the safety or security to the University and the University community. This judgment will be based on individual determination taking into account any information the University has about a prospective student’s criminal record including the presence of secondary school students on the campus.

Additionally, the University reserves the right to evaluate the individual circumstances regarding registered sex offenders, and in certain cases refuse admission to the University. When a prospective student receives a registered sex offender designation, the University reserves the right to place the admissions process on hold, contingent upon the review and approval from a designated acceptance committee.

Admissions Requirements for Undergraduate Students

In order to be considered for enrollment at Everglades University, all applicants must:

• Complete an application for admission
AND
• Provide verification of high school graduation or verification of GED completion (subject to validation by University Official)
OR
• Provide verification of graduation from an accredited college or university
OR
• Provide verification of graduation from a foreign institution comparable to a U.S. secondary school or university
AND
• Provide a non-refundable fifty dollar application fee
AND
• A student should make arrangements to take Everglades University’s entrance examination or provide results of a Scholastic Aptitude Test (SAT) or American College Testing exam (ACT). The University’s requirements for admission are a score of at least 15 on the University’s entrance exam, or a combined score of 800 on the SAT, or a composite score of 17 on the ACT. Students taking the SAT after March 2005 are required to have a combined score of 1200. Florida’s CLAST exam is also acceptable with passing scores or exempt scores (997,998,999) in computation and reading. Any student entering the University with an earned college degree is not required to take an entrance examination. Everglades University reserves the right to accept ten percent of its applicants who do not meet the appropriate entrance test score requirements.

Home-School Applicants

Applicants must hold a University recognized High School Diploma or GED equivalence.

International Students Undergraduate Admissions

Everglades University is proud of the international character of its student body and welcomes students from other nations. All international students must be fluent in English. Applicants may be asked to furnish proof that they can read, write, and speak English fluently. This school is authorized under Federal law to enroll nonimmigrant students.

International student applicants must meet all admissions requirements for undergraduate students and the following requirements for admission to Everglades University:

• Successful completion of a secondary school program equivalent to high school in the United States or graduation from a college or university found to be equivalent to graduation from a college or university in the United States.

All documents submitted in evidence of high school graduation or the equivalent and college credits must be notarized and accompanied by a certified translation if not originally issued in English. Acceptable certified translations may be issued by one of the following organizations: official national government entity such as Ministry of Foreign Relations or Ministry of Education, American Embassy, a U.S. National Cultural Center, or other authorized translator.

• Certification of financial ability to meet tuition and other necessary expenses or ability to qualify for financial aid as an eligible non-citizen.

(And when determination is made by the Director of Admissions)

• TOEFL (Test of English as a Foreign Language) score of 500 or higher on the paper TOEFL, or 175 or higher on the computer TOEFL if a student’s primary language is not English.

Applications for international students can be obtained through the Admissions Office or by visiting the University website at www.EvergladesUniversity.edu. Students should apply at least two to four months prior to the start of the program to allow time for processing especially if a student visa is needed. International students are required to pay for each semester (period of financial obligation), including tuition, books, and education fees, prior to the start of each semester. International students attending Everglades University on a student visa must be enrolled as full-time students.

Admissions Requirements for Graduate Students

In order to be considered for enrollment for a Master’s Degree level program at Everglades University, all applicants must:

• Complete an application for admission.
• Provide verification (official transcript) of an earned Bachelor (minimum) or Graduate Degree from a college accredited by an agency recognized by the U.S. Department of Education.
• Have a cumulative grade point average of 2.0 at the baccalaureate level on a 4.0 scale or 3.0 at the masters level on a 4.0 scale.
• Earn a minimum GMAT (Graduate Management Admission Test) score of 500 or a minimum GRE (Graduate Record Examination) score of 290 (1,000 using the previous reporting scale) is required.
• Complete any necessary prerequisite courses.
• Provide a non-refundable fifty dollar application fee.
• Applicants with a cumulative grade point average of 2.5 or above on a 4.0 scale at the baccalaureate level will not be required to complete an entrance examination. Additionally, if the student has completed at least 6 semester credit hours at the graduate level with a cumulative grade point average of 3.0 or above on a 4.0 scale will not be required to complete an entrance examination.

Prerequisite Graduate Admissions Requirements

Applicants entering with an accredited bachelor’s degree in the discipline or closely related discipline will not be required to complete prerequisite courses. Prerequisite courses are for those applicants with a bachelor’s degree in an unrelated discipline.

The following prerequisite courses are recommended for entrance in the master’s programs (a course or courses may be waived at the discretion of the Dean or Associate Dean of Academic Affairs per the prerequisite evaluation form):

• Prerequisite courses recommended for MBA students are: ACG 2001 (Accounting Principles I); ACG 2011 (Accounting Principles II); and STA 2014 (Statistics).
• Prerequisite courses recommended for MAS students are: ASC 1100 (Introduction to Aeronautics); ASC 1010 (History of Aviation); and ASC 2320 (Aviation Law and Regulations).
• Effective as of January 1, 2012, Prerequisite courses recommended for ME students are: ACG 2001 (Accounting Principles I); ACG 2011 (Accounting Principles II); and FIN 2001 (Financial Management).
• Prerequisite courses recommended for MPH students are: HSC 164 (Introduction to Health and Wellness Systems); HSC 2752 (Introduction to Understanding Clinical Research); and HUN 1201 (Fundamental of Nutrition).

Applicants entering with an accredited bachelor’s degree in the discipline or closely related discipline will not be required to complete the prerequisite courses. Prerequisite courses are for those applicants with a bachelor’s degree in an unrelated discipline.
Admissions Waiver Requirements

Students not meeting all of the undergraduate or graduate admissions requirements may be granted a waiver. If accepted for admission, a student must maintain satisfactory academic progress per the University policy. Everglades University reserves the right to accept ten percent of its applicants who do not meet the minimum entrance test score requirements, taking into account other factors that may indicate a student’s qualifications for admission.

International Students Graduate Admissions

Applicants to a Master’s Degree program, whose native language is not English, are required to demonstrate English language proficiency before they can be admitted. This school is authorized under Federal law to enroll nonimmigrant students. International student applicants must meet all admissions requirements for graduate students. Additionally, international students who have not attended a high school, college, or university in the United States are required to adhere to the following procedures:

- Successful completion of a secondary school program equivalent to high school in the United States and graduation from a college or university found to be equivalent to graduation from an undergraduate program at a college or university in the United States.
- All documents submitted in evidence of high school graduation or the equivalent and college credits must be notarized and accompanied by a certified translation if not originally issued in English. Acceptable certified translations may be issued by any of the following organizations: official national government entity such as Ministry of Foreign Relations or Ministry of Education, American Embassy, a U.S. National Cultural Center, or other authorized translator.

- Certification of financial ability to meet tuition and other necessary expenses or ability to qualify for financial aid as an eligible non-citizen.

(And when determination is made by the Director of Admissions)

- TOEFL, Test of English as a Foreign Language, score of 500 or higher on the paper TOEFL, or 173 or higher on the computer TOEFL if a student’s primary language is not English.

Applications for international students can be obtained through the Admissions Office or by visiting the University website at www.EvergladesUniversity.edu. Students should apply at least two to four months prior to the start of the program to allow time for processing especially if a student visa is needed. International students are required to pay for each semester (period of financial obligation), including tuition, books, and education fees, prior to the start of each semester.

Transfer Students and Credits

For students enrolling at Everglades University, transfer credits will be subject to approval by the University. These courses must be similar in content and duration to those offered in the program for which the student has applied. Everglades University reserves the right to accept ten percent of its applicants who do not meet the minimum entrance test score requirements, taking into account other factors that may indicate a student’s qualifications for admission.

Undergraduate Degrees

Everglades University requires that the student must complete the last thirty-three credits for a BS degree at Everglades University. Undergraduate transfer credits are granted only for courses in which a letter notation of “C” or higher was earned (2.0 on a 4.0 scale).

Graduate Degrees

Upon acceptance into the graduate degree programs, the maximum transfer credits allowed cannot exceed six credits as the final thirty credits must be completed at Everglades University for a Master’s Degree. Graduate transfer credits are granted only for those graduate courses in which a letter notation of “B” or better was earned (3.0 on a 4.0 scale). Everglades University will only accept for transfer graduate-level courses which are applicable to the chosen major.

Transfer from Regionally Accredited Institutions

Everglades University accepts transfer credits applicable to an applicant’s program of study from regionally accredited institutions. Everglades University accepts transfer of associate degrees which, upon evaluation, include the appropriate major course distribution without time limitations. Prior to granting transfer of credit for any course, the University reserves the right to test applicants or request that they successfully pass an examination administered by an Everglades University faculty member.

Transfer from Non-Regionally Accredited Institutions

Credit for courses from non-regionally accredited institutions which are substantially equivalent in content to Everglades University courses and are applicable to an applicant’s program of study may be granted on a course-by-course basis. The acceptance of courses from non-regionally accredited institutions is contingent upon appropriate faculty credentials and applicable course content of the course to be transferred. Prior to granting transfer of credit for any course, the University reserves the right to test applicants or request that they successfully pass an examination administered by an Everglades University faculty member.

Advanced Placement Policy

Everglades University participates in the Advanced Placement Program agreement administered by high schools through the College Entrance Examination Board (CEEB). Under this system, a student entering Everglades University presents a nationally graded examination as evidence of his/her completion of a college-level course taken in high school. To be eligible for an award of credit, a student must present official score reports with a valid score of 3, 4, or 5. Consult the Dean of Academic Affairs for specific credit awards.

Transfer from International Institutions

Credit for non-U.S. courses/credits will be evaluated and granted on a course equivalency basis upon receipt of an official transcript. The transcript must be translated into English and evaluated by an approved translation/evaluation service.

Transfer of Credits from Everglades University

Students who are interested in continuing their education should first inquire at the college they plan to attend to determine the credits and requirements needed for entrance to that college. Transferability of credits is at the discretion of the receiving institution. Everglades University cannot guarantee transferability of credits. Everglades University does participant in Florida’s Statewide Course Numbering System. Consult the Vice President of Academic Affairs, Dean of Academic Affairs, or Program Director for specific information.

Veteran Transfer of Credits

A Veterans Administration benefit recipient has responsibility to report all previous education and training to Everglades University. The University evaluates the information and grants appropriate credit, with training time and tuition reduced proportionally. The veteran student and the Veterans Administration are notified.

Policy for Awarding Credit for Military Training and Experience and Federal Aviation Administration (FAA) Certificates and Ratings

Everglades University will evaluate for transfer credit prior military training and experience that is relevant to a student applicant’s program of study using official transcript of military training and experience (Community College of the Air Force and Joint Services Transcript). Students who possess FAA certificates and ratings prior to entering Everglades University’s undergraduate aviation programs may be awarded appropriate credit only where applicable within a student’s chosen undergraduate degree program. Credit is not awarded at the graduate level for FAA certificates and ratings or prior military training and experience.

Florida’s Statewide Course Numbering System

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida’s Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and by
participating nonpublic institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online SCNS to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at http://scns.fldoe.org.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the SCNS. The listing of prefixes and associated courses is referred to as the “SCNS taxonomy.” Descriptions of the content of courses are referred to as “statewide course profiles.”

**Example of Course Identifier**

<table>
<thead>
<tr>
<th>PREFIX</th>
<th>LEVEL CODE</th>
<th>CENTURY DIGIT</th>
<th>DECADE DIGIT</th>
<th>UNIT DIGIT</th>
<th>LAB CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENC</td>
<td>Lower</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>English Composition</td>
<td>Freshman Composition</td>
<td>English Composition Skills</td>
<td>Freshman Composition Skills</td>
<td>No Laboratory component in this course</td>
<td></td>
</tr>
</tbody>
</table>

**General Rule for Course Equivalencies**

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions, as listed below in Exceptions to the General Rule for Equivalency.

For example, a freshman composition skills course is offered by 84 different public and nonpublic postsecondary institutions. Each institution uses “ENC_101” to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, “ENC” means “English Composition,” the century digit “1” represents “Freshman Composition,” the decade digit “0” represents “Freshman Composition Skills,” and the unit digit “1” represents “Freshman Composition Skills I.”

In the sciences and certain other areas, a “C” or “L” after the course number is known as a lab indicator. The “C” represents a combined lecture and laboratory course that meets in the same place at the same time. The “L” represents a laboratory course or the laboratory part of a course that has the same prefix and course number but meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at a Florida College System institution is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. NOTE: Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on the semester-term system. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

**The Course Prefix**

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or subcategory of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

**Authority for Acceptance of Equivalent Courses**

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

**Exceptions to the General Rule for Equivalency**

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include courses that must be evaluated individually or courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

A. Courses not offered by the receiving institution.
B. For courses at nonregionally accredited institutions, courses offered prior to the established transfer date of the course in question.
C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually.
D. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Theses, and Dissertations.
E. Graduate courses.
F. Internships, apprenticeships, practica, clinical experiences, and study abroad courses with numbers other than those ranging from 900-999.
G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (e.g., portfolio, audition, interview, etc.).

**Courses at Nonregionally Accredited Institutions**

The SCNS makes available on its home page (http://scns.fldoe.org) a report entitled “Courses at Nonregionally Accredited Institutions” that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course’s transfer level and transfer effective date. This report is updated monthly.

Questions about the SCNS and appeals regarding course credit transfer decisions should be directed to Dr. Jayne Moschella in the Office of Academic Affairs or to the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the SCNS office at (850) 245-0427 or at http://scns.fldoe.org.

**College Level Examination Program (CLEP)**

Everglades University welcomes students from a wide variety of backgrounds and learning experiences. Many students come to our institution with a firm grounding in a particular discipline. We recognize their prior learning by accepting a full range of College-Level Examination Program® (CLEP®, DANTES Subject Standardized Tests) exams, which measure mastery of college-level, introductory course content. Students who achieve required credit-granting scores on these exams can earn the credits and course exemptions listed below. Our institution will grant a total of 18 credits for successful performance on CLEP examinations.

All CLEP for credit exams should be completed by the end of the student’s first semester.

**Procedure**

Students are responsible for having official score reports sent to Everglades University in order to be officially transferred. CLEP credits are subject to approval based on the scores listed.
### CLEP Examination

<table>
<thead>
<tr>
<th>Subject</th>
<th>Score</th>
<th>Hours</th>
<th>Equivalent Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Literature</td>
<td>50</td>
<td>6 hrs</td>
<td>AML 1000 — American Literature</td>
</tr>
<tr>
<td>Analyzing and Interpreting</td>
<td>50</td>
<td>6 hrs</td>
<td>AML 1000 — American Literature</td>
</tr>
<tr>
<td>College Composition</td>
<td>50</td>
<td>3 hrs</td>
<td>ENC 1101 — English Composition OR</td>
</tr>
<tr>
<td>College Composition Modular</td>
<td>50</td>
<td>3 hrs</td>
<td>ENC 2102 — English Composition II</td>
</tr>
<tr>
<td>English Literature</td>
<td>50</td>
<td>6 hrs</td>
<td>ENL 1000 — English Literature</td>
</tr>
<tr>
<td>Humanities</td>
<td>50</td>
<td>6 hrs</td>
<td>AML 1000 — American Literature</td>
</tr>
<tr>
<td>History and Social Sciences</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>American Government</td>
<td>50</td>
<td>3 hrs</td>
<td>POS 1041 — Political Science</td>
</tr>
<tr>
<td>History of the United States I: Early Colonization to 1877</td>
<td>50</td>
<td>3 hrs</td>
<td>AMH 1010 — American History Pre 1876</td>
</tr>
<tr>
<td>History of the United States II: 1865 to the Present</td>
<td>50</td>
<td>3 hrs</td>
<td>AMH 1020 — American History Post 1876</td>
</tr>
<tr>
<td>Human Growth and Development</td>
<td>50</td>
<td>3 hrs</td>
<td>PSY 1012 — Introduction to Psychology</td>
</tr>
<tr>
<td>Introductory Psychology</td>
<td>50</td>
<td>3 hrs</td>
<td>PSY 1012 — Introduction to Psychology</td>
</tr>
<tr>
<td>Introductory Sociology</td>
<td>50</td>
<td>3 hrs</td>
<td>SYG 1000 — Sociology</td>
</tr>
<tr>
<td>Principles of Macroeconomics</td>
<td>50</td>
<td>3 hrs</td>
<td>ECO 2013 — Macroeconomics</td>
</tr>
<tr>
<td>Principles of Microeconomics</td>
<td>50</td>
<td>3 hrs</td>
<td>ECO 2023 — Microeconomics</td>
</tr>
<tr>
<td>Science and Mathematics</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>50</td>
<td>6 hrs</td>
<td>BSC 1005 — General Biology</td>
</tr>
<tr>
<td>Calculus</td>
<td>50</td>
<td>3 hrs</td>
<td>MAC 1105 — College Algebra OR</td>
</tr>
<tr>
<td>Chemistry</td>
<td>50</td>
<td>6 hrs</td>
<td>CHM 1020 — General Chemistry</td>
</tr>
<tr>
<td>College Algebra</td>
<td>50</td>
<td>3 hrs</td>
<td>MAC 1105 — College Algebra</td>
</tr>
<tr>
<td>College Mathematics</td>
<td>50</td>
<td>6 hrs</td>
<td>MAC 1105 — College Algebra</td>
</tr>
<tr>
<td>Natural Sciences</td>
<td>50</td>
<td>6 hrs</td>
<td>BSC 1005 — General Biology</td>
</tr>
<tr>
<td>Business</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial Accounting</td>
<td>50</td>
<td>3 hrs</td>
<td>ACG 2001 — Accounting Principles I OR</td>
</tr>
<tr>
<td>Information Systems and Computer Applications</td>
<td>50</td>
<td>3 hrs</td>
<td>CGS 1060C — Introduction to Computer Applications</td>
</tr>
<tr>
<td>Introductory Business Law</td>
<td>50</td>
<td>3 hrs</td>
<td>BUL 4421 — Business Law</td>
</tr>
<tr>
<td>Principles of Management</td>
<td>50</td>
<td>3 hrs</td>
<td>MAN 1021 — Principles of Management</td>
</tr>
<tr>
<td>Principles of Marketing</td>
<td>50</td>
<td>3 hrs</td>
<td>MAR 1011 — Introduction to Marketing</td>
</tr>
</tbody>
</table>

### Student Services

#### Orientation

The student orientation program is designed to facilitate the transition to college, to familiarize new students with the organization, staff, and operation of the University. During the orientation, students are introduced to the mission and traditions of the University, rules and regulations, study techniques, and academic standards. Accordingly, all new and transfer students are encouraged to attend the orientation.

Online students are encouraged to schedule a telephone orientation prior to starting.

#### Academic Advising

While the student is ultimately responsible for planning his/her own academic success, the University assigns each student an Academic Advisor. Students are encouraged to meet with their advisor every semester. Courses required for the completion of the degree, CUM GPA, attendance, and progress reports will be discussed. Academic Advisors are available to meet with their students in person, via phone, or by email.

Scheduling an appointment in advance is recommended.

#### Tutoring

Tutoring is made available to those students needing additional assistance. Please contact the Dean of Academic Affairs or Program Director to make arrangements.

In addition, Everglades University utilizes a tutoring system called Smarthinking. With Smarthinking, students’ experience online tutoring that is simple, fast and always available. Students connect to live educators from any computer that has Internet access, with no special software installation or equipment required. Through Smarthinking, we provide online tutoring 24 hours a day, 7 days a week enabling students to get the help they need when they need it.

Smarthinking tutoring includes live, on-demand tutoring; in addition to a writing lab. Students who do not need instant feedback can submit a question to a tutor. Students who would like to use Smarthinking can connect on-demand with an educator or they can schedule a thirty minute appointment with the tutor of their choice.

Smarthinking covers the widest range of subjects and provides expert tutoring for all students. Smarthinking tutoring subjects include: Writing, Reading, Mathematics, Science, Business, English for Speakers of other Languages, Spanish, Nursing and Allied Health, and Computers and Technology.

#### Placement

It is the policy of Everglades University to assist students in finding a career upon graduation. Prior to and after graduation, the administration will advise the student in career development skills and assist the students in finding employment in their chosen career fields. This service is available to both online and on campus students.

Everglades University utilizes a national web-based placement service at www.collegecentral.com/evergladesuniversity to further assist students in their job search. Students are required to provide the University with a current résumé to retain their placement privilege. Although Everglades University provides employment placement assistance, it does not promise or guarantee employment.

#### Housing

Everglades University does not offer housing; however, our Student Services Department has information available on housing options. Average rent for a single bedroom apartment in Florida is approximately between $700- $1,050 per month depending upon geographic location. Students are responsible for securing off-campus housing.

#### Transportation

Transportation costs will vary by campus location and mode of transportation. Options for student transportation on and around each campus consist of the following:

- **Bus Service:** All campuses are accessible via bus transportation.
- **Tri-Rail Service:** The Boca Raton campus is adjacent to a Tri-Rail station.
- **Automobiles:** Parking spaces and parking stickers are provided for student automobiles.
- **Bicycles:** Students may ride bicycles to campus; however, they are not permitted in the building.
- **Air Transportation:** The Boca Raton Campus is centrally located approximately thirty minutes from the Fort Lauderdale-Hollywood International Airport and Palm Beach International Airport. In addition, Miami International Airport, with convenient worldwide connections, is less than one hour away.
The Sarasota Campus is located approximately fifteen minutes from the Sarasota/Bradenton International Airport and less than one hour away from the Tampa International Airport. The Orlando Campus is about twenty minutes from Orlando International Airport. Flights to and from most major U.S. cities occur daily from any of these airports.

Student Lounges

For on-campus students, student lounges are available. Student lounges provide a relaxing atmosphere and include vending machines and a microwave for those who would like to bring their meals. In addition, students can refer to the Student Handbook for a list of nearby restaurants.

Special Courses, Workshops, and Seminars

Special courses, workshops, and seminars may be held throughout the year for various interest groups including business and industry. The fee for this type of course will be published as far in advance as practical and is non-refundable.

Policies

Grading Policy

Students in all programs are awarded letter grades for work completed at Everglades University. Academic work is evaluated and grades are assigned at the end of each class (month) in order to indicate a student's level of performance. The individual criteria upon which the student's performance are evaluated are distributed to students at the beginning of each course. Grades are based on the quality of a student's work as shown by recitation, written tests, lab assignments, class projects, and homework/outside assignments. The meaning of the grade notations is based on a four-point scale:

### Undergraduate

<table>
<thead>
<tr>
<th>LETTER GRADE</th>
<th>INTERPRETATION</th>
<th>QUALITY POINT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>Average</td>
<td>2.0</td>
</tr>
<tr>
<td>D</td>
<td>Poor</td>
<td>1.0</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>Not Computed</td>
</tr>
<tr>
<td><em>I</em></td>
<td>Incomplete</td>
<td>Not Computed</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawed</td>
<td>Not Computed</td>
</tr>
<tr>
<td>WNA</td>
<td>Withdrawn-No Attendance</td>
<td>Not Computed</td>
</tr>
<tr>
<td>WM</td>
<td>Withdrawal/Military Deployment</td>
<td>Not Computed</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>Not Computed</td>
</tr>
<tr>
<td>T</td>
<td>Transfer Credit</td>
<td>Not Computed</td>
</tr>
</tbody>
</table>

* Students receiving an Incomplete grade (I) in any subject will meet with the instructor to discuss

### Graduate

<table>
<thead>
<tr>
<th>LETTER GRADE</th>
<th>INTERPRETATION</th>
<th>QUALITY POINT</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>B</td>
<td>Average</td>
<td>3.0</td>
</tr>
<tr>
<td>C</td>
<td>Poor</td>
<td>2.0</td>
</tr>
<tr>
<td>F</td>
<td>Failing</td>
<td>0.0</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>Not Computed</td>
</tr>
<tr>
<td><em>I</em></td>
<td>Incomplete</td>
<td>Not Computed</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawed</td>
<td>Not Computed</td>
</tr>
<tr>
<td>WNA</td>
<td>Withdrawn-No Attendance</td>
<td>Not Computed</td>
</tr>
<tr>
<td>WM</td>
<td>Withdrawal/Military Deployment</td>
<td>Not Computed</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>Not Computed</td>
</tr>
<tr>
<td>T</td>
<td>Transfer Credit</td>
<td>Not Computed</td>
</tr>
</tbody>
</table>

* Students receiving an Incomplete grade (I) in any subject will meet with the instructor to discuss satisfactory arrangements to fulfill the department's requirements to receive a letter grade. These arrangements must be completed within a stated time frame from the end of the course. Failure to make such arrangements, without administrative approval, will result in the grade indicated by the faculty member on the Incomplete Grade Contract.

Undergraduate Scholastic Honors

The Dean's List is published at the end of each semester and lists students who have earned six or more credits and maintained a grade point average of 3.75 - 4.00. The Honor Roll is published at the end of each semester and lists all students who have earned at least six credit hours and maintained a grade point average of 3.50 - 3.74.

General Education Courses

General education is a component of each Everglades University undergraduate degree program. Everglades University's general education curriculum is designed to emphasize the ability to think and read critically, to communicate effectively both in writing and in speech, and to understand quantitative data. Instead of focusing narrowly on skills, techniques and procedures specific to a particular occupation or profession, these courses help students to develop a critical appreciation of both the value and the limitations of methods of inquiry and analysis. General education courses provide an opportunity for students to achieve a collegiate level of literacy in the humanities, the social and behavioral sciences, and the natural sciences and mathematics.
At Everglades University, general education includes the knowledge, skills and perspectives that become part of an educational experience of all undergraduates regardless of major. A college education helps students begin a career. It should also help students become well-rounded individuals. Upon completing the general education curriculum, undergraduate students are required to complete the ETS Proficiency Profile.

Make-Up Work Policy and Repeating Courses

Students who are unable to complete required work by the end of a term may be granted an Incomplete grade (I) with the instructor’s approval. This make-up work policy is granted on a case-by-case basis. Arrangements must be coordinated within a stated time frame from the end of the course. Failure to make such arrangements, without administrative approval, will result in a failing grade. Graduate students must receive a grade of “C” or above in all courses needed toward degree completion. A graduate course in which an “F” has been earned must be repeated until a satisfactory letter grade (e.g., “A,” “B,” “C”) has been achieved.

A course in which a letter grade of “D” or “F” has been earned may be repeated for grade point average purposes. No course may be repeated more than two times. A student wishing to repeat a course more than two times has the right to file a complaint/grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126). When a student repeats a course because of failure, both the original and the subsequent grades are recorded on the official university transcript; however, only the passing grade is included in the grade point calculation at Everglades University. A course in which a satisfactory letter grade (e.g., “A,” “B,” “C”) has been earned may not be repeated for grade point average purposes. No courses may be repeated for grade point average purposes after graduation. Students are financially responsible to pay for all courses repeated.

Class Size

The average number of students in a typical on campus class is less than 25, with a maximum of 60 students. The average number of students in a typical online class is less than 22, with a maximum of 55 students. The philosophy and practice at Everglades University is to provide maximum individual attention and quality instruction for every student.

Attendance and Tardiness

At Everglades University, satisfactory attendance is considered a vital part of each student’s performance. Absences in excess of twenty-five (25) percent of class hours for any subject may cause a student to be ineligible to take the final examination in that subject. A student may be reinstated to classes following an evaluation of his/her abilities and performance by an instructor, Dean of Academic Affairs, or Program Director. Such determinations are made on a case-by-case basis. Excessive absences may also result in the following administrative actions: academic warning, probation, student suspension, student termination and cancellation or termination of student financial aid. In an emergency which causes a student to be absent, it is the student’s responsibility to make arrangements with the instructor to complete missed work. Faculty members may establish more rigorous attendance standards for their individual classes.

Habitual tardiness or excessive absences, excused or unexcused, will result in a reduction of the final grade or dismissal if unsatisfactory progress is evident. Students who are tardy to class are docked for the time they were not in class. This amount will accrue towards the maximum absentee amount allowed of (25) percent.

Title IX Compliance

Title IX of the Education Amendments of 1972 protects individuals from discrimination based on sexual orientation in education programs or activities which receive Federal financial assistance. Everglades University not only complies with the letter of Title IX’s requirements but also endorses the law’s intent and spirit. The University is committed to compliance in all areas addressed by Title IX, including access to higher education, career education, math and science, standardized testing, athletics, education for pregnant and parenting students, learning environment, and technology, as well as sexual harassment.

All University students are expected to make certain that sexual discrimination, sexual violence or sexual harassment does not occur. If you feel that you have experienced or witnessed sexual harassment or sexual violence, you should notify either the Title IX Coordinator or Title IX Responsible Employees designated below. Everglades University forbids retaliation against anyone for reporting harassment, assisting in making a harassment complaint, or cooperating in a harassment investigation; it is also a violation of Federal law. Additional details on this policy can be found at the following link. http://www.EvergladesUniversity.edu/university-safety.asp under the heading ‘Title IX Resources’. A copy of the primary prevention and awareness program is also available at the above link under the heading ‘Primary Prevention & Awareness Program’.

Satisfactory Academic Progress- Undergraduate Students

Students at Everglades University are expected to maintain satisfactory academic progress and to make ongoing progress toward graduation. There are two standards that must be met: a qualitative standard and a quantitative standard.

The qualitative standard requires that a student achieve a minimum grade point average of 1.7 after completing his/her first semester at Everglades University. All students must achieve a minimum grade point average of 2.0 for the second semester and must maintain a cumulative grade point average of at least 2.0 in order to graduate from Everglades University.

A student whose cumulative grade point average falls below 2.0 is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds. A student on financial aid warning who brings his/her cumulative grade point average to 2.0 is removed from financial aid warning. A student who earns a 2.0 grade point average for a semester without attaining a cumulative 2.0 while on financial aid warning is allowed to remain in school. While on financial aid warning, a student not earning a 2.0 grade point average by the end of the semester will have financial aid terminated and the student is dismissed from Everglades University.

Everglades University students are entitled to fair processes and procedures. Dismissed students have the right to appeal this decision by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the qualitative standard of a 2.0 or demonstrate progress per the Academic Plan which includes no less than a 2.0 GPA at the end of the returning semester. A student returning from Financial Aid Probation, who fails to meet the qualitative standard at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours, repeated courses, and all attempted courses that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average. The normal timeframe is measured in credit hours attempted (rather than semesters) to accommodate schedules of full-time and part-time students. In order to ensure completion of a program within the maximum timeframe, Everglades University requires students to successfully complete 67% of credit hours attempted in the first semester and each semester thereafter. Academic year is two semesters. If a student withdraws from a course, the credit hours of that course are included in determining the quantitative standard of satisfactory academic progress. All students must have completed a minimum of 67% of credit hours attempted in order to graduate within 150% of the normal timeframe.

A student whose cumulative completion rate falls below 67% at the end of the first semester or any subsequent semester is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on financial aid warning is allowed to remain in school. A student on financial aid warning who brings his/her completion rate to 67%
is removed from financial aid warning. A student on financial aid warning who does not complete 67% of the credits attempted by the end of the semester is dismissed from Everglades University.

Everglades University students are entitled to fair processes and procedures. Dismissed students have the right to appeal this decision by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester. A student returning from Financial Aid Probation who fails to meet the quantitative standard of completing 67% or more of credit hours attempted at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

A course that receives a grade of “W” for a course withdrawal or a grade of “I” for an incomplete will be evaluated as a non-completed course. These non-completed courses will be calculated into the quantitative Satisfactory Academic Progress standards. A course that receives a failing grade of “F” will be calculated into both the qualitative and quantitative Satisfactory Academic Progress standards. When a student repeats a course because of failure, both the original and the subsequent grades are recorded on the official university transcript; however, only the passing grade is included in the grade point calculation, both grades are calculated into both the qualitative and quantitative Satisfactory Academic Progress standards. A course that receives a grade of “WNA” for a course withdrawal-no attendance will be evaluated as a non-completed course and will not be calculated into either the qualitative or quantitative Satisfactory Academic Progress standards.

These standards apply to all students (those receiving veterans’ benefits, those receiving financial aid and cash-paying students). The Veterans’ Administration is notified of unsatisfactory progress of a veteran student who remains on financial aid warning beyond two consecutive semesters. At that point, Veterans Benefits can be terminated. A student terminated from Veterans Benefits due to unsatisfactory progress may be recertified for benefits upon attaining a 2.0 cumulative grade average.

Satisfactory Academic Progress—Graduate Students

Students at Everglades University are expected to maintain satisfactory academic progress and to make ongoing progress toward graduation. There are two standards that must be met: a qualitative standard and a quantitative standard.

The qualitative standard requires that a student achieve a minimum grade point average 3.0 for the first semester and must maintain a cumulative grade point average of at least 3.0 in order to graduate from Everglades University.

A student whose cumulative grade point average falls below 3.0 is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds. A student on financial aid warning who brings his/her cumulative grade point average to 3.0 is removed from financial aid warning. A student who earns a 3.0 grade point average for a semester without attaining a cumulative 3.0 while on financial aid warning is allowed to remain in school. While on financial aid warning, a student not earning a 3.0 grade point average by the end of the semester is dismissed from Everglades University.

Everglades University students are entitled to fair processes and procedures. Students have the right to appeal this decision by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the quantitative standard of 3.0 or demonstrate progress per the Academic Plan which includes no less than a 3.0 GPA at the end of the returning semester. A student returning from Financial Aid Probation, who fails to meet the qualitative standard at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours, repeated courses, and all attempted courses that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average.

In order to ensure completion of a program within the maximum timeframe, Everglades University requires students to successfully complete 67% of credit hours attempted each semester. If a student withdraws from a course, the credit hours of that course are included in determining the quantitative standard of satisfactory academic progress. All students must have completed a minimum of 67% of credit hours attempted in order to graduate within 150% of the normal timeframe.

A student whose cumulative completion rate falls below 67% at the end of the first semester or any subsequent semester is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on financial aid warning is allowed to remain in school. A student on financial aid warning who brings his/her completion rate to 67% is removed from financial aid warning. A student on financial aid warning who does not complete 67% of the credits attempted by the end of the semester is dismissed from Everglades University.

Everglades University students are entitled to fair processes and procedures. Students have the right to appeal this decision by filing a Student Satisfactory Academic Progress Grievance as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126). A student must submit a written request with appropriate documentation to the Grievance Panel as described in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. If an appeal is granted, the student may be placed on one payment period of Financial Aid Probation and must meet Satisfactory Academic Progress by the end of the payment period of Financial Aid Probation unless the student can demonstrate progress in an agreed upon Academic Plan. Students may receive Title IV aid while on Financial Aid Probation.

A student returning on Financial Aid Probation following an appeal must minimally meet the quantitative standard of 3.0 or demonstrate progress per the Academic Plan which includes no less than a 3.0 GPA at the end of the returning semester. A student returning from Financial Aid Probation, who fails to meet the qualitative standard at the end of the returning semester, becomes ineligible for Title IV aid and is dismissed from the University with the status of Financial Aid Dismissal.

The quantitative standard requires students to complete their program of study within 150% of the normal timeframe allotted for completion of the program. Transfer credit hours, repeated courses, and all attempted courses that meet degree requirements are considered in the determination of this 150% normal time frame, although not in computation of grade point average.

In order to ensure completion of a program within the maximum timeframe, Everglades University requires students to successfully complete 67% of credit hours attempted each semester. If a student withdraws from a course, the credit hours of that course are included in determining the quantitative standard of satisfactory academic progress. All students must have completed a minimum of 67% of credit hours attempted in order to graduate within 150% of the normal timeframe.

A student whose cumulative completion rate falls below 67% at the end of the first semester or any subsequent semester is placed on financial aid warning for the next semester. While on financial aid warning, a student remains eligible for Title IV financial aid funds.

A student who completes 67% of credit hours attempted in a semester while on financial aid warning is allowed to remain in school. A student on financial aid warning who brings his/her completion rate to 67% is removed from financial aid warning. A student on financial aid warning who does not complete 67% of the credits attempted by the end of the semester is dismissed from Everglades University.
into either the qualitative or quantitative Satisfactory Academic Progress standards.

These standards apply to all students (those receiving veterans' benefits, those receiving financial aid and cash-paying students). The Veterans’ Administration is notified of unsatisfactory progress of a veteran student who remains on financial aid warning beyond two consecutive semesters. At that point, Veterans Benefits can be terminated. A student terminated from Veterans Benefits due to unsatisfactory progress may be recertified for benefits upon attaining a 3.0 cumulative grade average.

**Maximum Time for Program Completion**

Students are expected to complete all courses leading to a degree as they are scheduled in sequence.

Under unusual circumstances, the University President or Vice President may authorize additional time to allow a student the opportunity to satisfy graduation requirements. Under no condition will a student be allowed to extend the time needed to graduate beyond the maximum time frame of one-and-one-half times the standard program length (150%). Students who fail to meet this educational objective will be ineligible for financial aid and all financial disbursements must be terminated.

**Student Appeal of Unsatisfactory Progress**

A student has the right to appeal a determination of unsatisfactory progress through the Student Satisfactory Academic Progress or Grade Complaint as disclosed in the Student Disciplinary/Complaint/Grievance Procedures section of the catalog (pages 118-126).

**Academic Year**

**Undergraduate Students:** Everglades University recognizes the two semesters of class attendance (32 weeks) and at least 24 semester hours.

**Graduate Students:** Everglades University recognizes the two semesters of class attendance (32 weeks) and at least 12 semester hours.

**Course Load**

A typical undergraduate full-time course load is 12 credit hours. To have the status of full-time undergraduate student, a student must be enrolled in at least twelve credit hours of college courses for the duration of a semester.

Undergraduate students who have completed at least one semester at Everglades University and have a CUM GPA of 3.0 or higher may request to take up to eighteen credits per semester with approval from the Program Director, Dean of Academic Affairs, or Vice President of Academic Affairs. Courses in excess of 12 credits in a semester are charged on a per course basis. All students seeking approval to take more than 12 credit hours per semester must be in good standing academically and financially with the university.

A typical course load for graduate students at Everglades University is up to 12 credit hours. To have the status of a full-time graduate student, a student must be enrolled in at least 6 credit hours of college courses for the duration of a semester.

**Definition of Terms**

For the purpose of this catalog, the following apply:

1. **Academic Year:** Minimum of two semesters, 32 weeks in duration.
2. **Semester:** A term of instruction 16 weeks in duration.
3. **Period of Enrollment or Period of Financial Obligation = One semester.**
4. **Semester Credit Hours:**
   - Undergraduate Programs- One semester hour equals sixteen clock hours of classroom contact.
   - Graduate Programs- One semester hour equals fifteen clock hours of classroom contact.
   - One semester hour equals thirty clock hours of laboratory class contact.
5. **Undergraduate Student:**
   - Full-time student: Student enrolled for a minimum of 12 semester credit hours.
   - Three-quarter time student: Student who is enrolled in 9 semester credit hours.
   - Part-time student: Student who is enrolled in fewer than 9 semester credit hours.
6. **Graduate Student:**
   - Full-time student: Student enrolled in 6-12 semester credit hours.

**Course Load Change**

In order to avoid being charged for an entire semester, students must notify the University prior to the start of their semester should they need to drop a class and/or take an academic interruption during the four month semester. All schedule changes must occur no later than the first 20% of the semester in order to not incur ALL semester tuition charges.

Written notification must be submitted to the University and signed (electronic signature is acceptable) by the student for all academic interrupts and leaves of absence.

**Assessment Testing**

As part of Everglades University’s ongoing commitment to student learning outcomes, the Department of Institutional Effectiveness facilitates the administration of nationally recognized examinations to students. These tests include, but are not limited to the ETS Proficiency Profile, which is an integrated test of general education skills and is mandatory for all undergraduate students and the ETS Major Field Test taken by graduate and undergraduate business students. These tests and assessments enable Everglades University’s faculty the ability to evaluate and improve the quality of education Everglades University’s students are receiving.

**The Quality Enhancement Plan: “Writing for the Major”**

As part of its efforts to provide continuous quality improvement in its educational programs, Everglades University is currently implementing its Quality Enhancement Plan (QEP). Not only is the QEP required as a condition for reaffirmation of accreditation, it also provides a unique opportunity for the entire University community to share a single goal to improve student learning.

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) describes the QEP as “an opportunity for the institution to enhance overall institutional quality and effectiveness by focusing on an issue or issues the institution considers important to improving student learning.” To this end, EU has reviewed the data gathered by its annual assessment processes. EU has also interviewed and surveyed members of the University community, including students, faculty, staff, members of the Program Advisory Committee, and employers of graduates. The information gathered from these efforts has resulted in EU’s focus for the QEP: “Writing for the Major.”

Recognizing that the ability to write in the context of one’s field of study or chosen career is an indispensable and highly valued skill, EU has embedded writing assignments within key courses throughout its programs. Assessment data provided by student responses to these writing assignments will allow the University to design and offer targeted development and enrichment opportunities to students and faculty, creating a collaborative network that emphasizes and supports writing for the major. This network of efforts will gradually expand across all courses in all programs, creating a widespread, sustainable, and deeply ingrained culture of using writing as an increasingly effective teaching tool for faculty and learning tool for students.

**Academic Honesty and Professional Behavior**

**Academic Honesty Policy**

The University can best function and accomplish its mission in an atmosphere of high ethical standards. As such, the University expects students to observe all accepted principles of academic honesty. Academic honesty in the advancement of knowledge requires that students respect the integrity of one another’s work and recognize the importance of acknowledging and safeguarding the validity of intellectual property. Students are expected to maintain complete honesty and integrity in all academic work attempted while enrolled at the University. Academic dishonesty is a serious violation of the trust upon which an academic community depends. There are different forms of academic dishonesty including, but not limited to, the following:

1. **Acquiring or Providing Information Dishonestly**

   Using unauthorized notes or other study aids during an examination; using unauthorized technology during an examination; improper storage of prohibited notes, course materials and study aids during an exam such that they are accessible to possible view; looking at other students’ work during an exam or in an assignment where collaboration is not allowed; attempting to communicate with other students in order to get help during an exam or in an assignment where collaboration is not allowed; obtaining an examination prior to its administration; alteringgraded work and submitting it for re-grading; allowing another person to do one’s work and submitting it as one’s own; or undertaking any activity intended to obtain an unfair advantage over other students.

**Academic Honesty and Professional Behavior**

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Plagiarism
The deliberate or unintentional use of another’s words or ideas without proper citation for which the student claims authorship. It is a policy of Everglades University that students assume responsibility for maintaining honesty in all work submitted for credit and in any other work designated by an instructor of a course. Students may not submit the same work completed for one course in any other course, earning credit for the same work each time. Plagiarism, because it is a form of theft and dishonesty that interferes with the goals of education, must carry severe penalties. The penalties are as follows:

**Partially plagiarized assignments**
- The first occurrence of a student turning in an assignment containing plagiarized material results in an automatic “F” for that assignment.
- The second occurrence of a student turning in an assignment containing plagiarized material results in an automatic “F” for the course.
- The third occurrence of a student turning in an assignment containing plagiarized material results in an automatic dismissal from the University.

**Entirely plagiarized assignments**
- The first occurrence of a student turning in an entire plagiarized assignment results in an automatic “F” for the course.
- The second occurrence of a student turning in an entire plagiarized assignment results in an automatic dismissal from the University.

Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester. Everglades University believes strongly that each student against whom the University is forced to take action, has a right to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or another action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

On written papers for which the student employs information gathered from books, articles, electronic, or oral sources, each direct quotation, as well as ideas and facts that are not generally known to the public at large, or the form, structure, or style of a secondary source must be attributed to its author by means of the appropriate citation procedure. Only widely known facts and first-hand thoughts and observations original to the student do not require citations. Citations may be made in footnotes or within the body of the text. Plagiarism also consists of passing off as one’s own, segments or the total of another’s work. Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester. Everglades University believes strongly that each student against whom the University is forced to take action, has a right to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or another action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

At Everglades University, references are cited in accordance with the American Psychological Association (APA) approved format. Guidelines for the appropriate use of this format for citing references are included in the appendices of this Handbook and assignments may be used by the University to assist in future education by students.

Conspiracy
Agreeing with one or more persons to commit any act of academic dishonesty.

**Fraudulent Behavior**
Fraudulent behavior includes sharing one’s confidential login information with another person, which can also be an instance of misrepresenting oneself. In addition, allowing another student to participate in class assignments under your name and submitting work under another student’s name constitute violations of academic integrity.

**Fabrication of Information**
Falsifying or inventing any information, citation, or data; using improper methods of collecting or generating data and presenting them as legitimate; misrepresenting oneself or one’s status in the University; perpetrating hoaxes unbecoming to students in good standing or potentially damaging to the University’s reputation or that of the members of its academic community of students and scholars.

**Multiple Submissions**
Submitting the same work for credit in two different courses without the instructor’s permission.

**Facilitating Academic Dishonesty**
Aiding another person in an act that violates the standards of academic honesty; allowing other students to look at one’s own work during an exam or in an assignment where collaboration is not allowed; providing information, material, or assistance to another person knowing that it may be used in violation of course, departmental, or University academic honesty policies; providing false information in connection with any academic honesty inquiry.

**Abuse or Denying Others Access to Information or Resource Materials**
Any act that maliciously hinders the use of or access to library or course materials; the removing of pages from books or journals or reserve materials; the removal of books from libraries without formally checking out the items; the intentional hiding of library materials; the refusal to return reserve readings to the library; or obstructing or interfering with another student’s academic work. All of these acts are dishonest and harmful to the community.

**Falsifying Records and Official Documents**
Forging signatures or falsifying information on official academic documents such as drop/add forms, incomplete forms, petitions, letters of permission, or any other official University document.

**Disclosure of Confidential Information (if applicable to major)**
A high, responsible standard of conduct and professionalism is expected from each student. Students are personally accountable for the way in which patient information and other confidential information in clinical facilities is utilized. Confidential information is never to be discussed with anyone other than those directly involved in the care of the patient or in the legitimate use of other confidential agency information. Those having access to patient, salary, or associate information should never browse such information out of “curiosity.” It is to be used and accessed only for legitimate, clinical/learning purposes.

A breach in confidentiality which involves discussing and/or releasing confidential patient or facility information, or obtaining unauthorized system access, will lead to disciplinary action from Everglades University.

Each student must seriously evaluate his/her daily use of confidential patient or facility information to assure its proper use. When in doubt, students should seek clarification or direction from their immediate supervisor.

**Sanctions for Violating the Academic Honesty Policy**
After determining that the student has violated the Academic Honesty Policy, the instructor may impose one of the following sanctions (please note: separate sanctions apply to Plagiarism as described above):
- The first occurrence of academic dishonesty will result in a grade of “F” for the assignment or examination.
- The second occurrence of academic dishonesty will result in a grade of “F” for the course.
- The third occurrence of academic dishonesty will result in dismissal from the University.

All progressive disciplinary measures described above are cumulative throughout the program and not limited to occurrences within a specific course or term. Students who have been dismissed may reapply to Everglades University after remaining out of school for one full semester.

Everglades University believes strongly that each student against whom the University is forced to take action, should have access to procedural due process where the student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or another action related to the student, the student may appeal the decision to the Grievance Committee. The procedures for the grievance are found in the Everglades University catalog.

**Professional Behavior Policy**
The University has established a set of professional behavior(s) which will help students develop their knowledge and skills for entry-level positions in their fields.
- Adhere to University policies and procedures as outlined in the University catalog.
- Adhere to program policies and procedures as outlined in the program student handbook.
- Arrive to class on time; punctuality is a demonstration of professional behavior.
- Demonstrate responsibility and accountability in all aspects of the educational process.
- Demonstrate appropriate communication, interaction and behavior toward other students, faculty and staff.
- Respect the learning environment regarding visitors. Visitors may not attend class. This includes children, spouses, parents, friends, animals or any other visitor.
If a student demonstrates unprofessional behavior(s), the student will be placed on an Administrative Action and receive a written warning, final written warning, or program dismissal depending on the severity of the action (Professional Behavior Procedure). A student action plan will be implemented outlining the immediate expected professional behavior(s) to be consistently demonstrated by the student. The program reserves the right to withdraw the student at any time if the inappropriate behavior is judged extreme as determined by the program director and dean of academic affairs.

**Professional Behavior Procedure**

The Administrative Action will become effective in the semester the student is currently enrolled in, and remain in place for the remainder of the following semester. At the completion of the following semester, the program director or dean will assess the student’s progress and determine whether to remove the student from or to extend the Administrative Action. Failure to meet the terms of the Administrative Action, as outlined in a student action plan, will result in dismissal from the program. If additional unprofessional behavior(s) should occur during the remainder of the program, the student will be dismissed from the program and the University, and may be eligible for re-entry to the University.

**Academic and Administrative Dismissal**

The average number of students in a typical on campus class is less than 25, with a maximum of 60 students.

- Failure to meet minimum educational standards established by the program in which the student is enrolled.
- Failure to meet student responsibilities including, but not limited to:
  - meeting of deadlines for academic work and tuition payments;
  - provision of documentation, corrections and/or new information as requested;
  - notification of any information that has changed since the student’s initial application;
  - purchase or otherwise furnish required supplies;
  - maintenance of University property in a manner that does not destroy or harm it;
  - return of library books in a timely manner and payment of any fines that may be imposed;
  - obtaining required education and financial clearance prior to graduation and to comply with all parking regulations;
  - continued inappropriate personal appearance;
  - continued unsatisfactory attendance;
  - non-payment for services provided by the University;
  - failure to comply with policies and procedures listed in the current University catalog and student handbook;
- OR
  - conduct prejudicial to the class, program or University.

Specific behaviors that may be cause for dismissal include, but are not limited to:

- wilful destruction or defacement of University or student property;
- theft of student or University property;
- improper or illegal conduct, including hazing, sexual harassment, etc.;
- use, possession, and/or distribution of alcoholic beverages, illegal drugs, and/or paraphernalia on campus;
- being under the influence of alcoholic beverages or illegal drugs while on campus;
- cheating, plagiarism, and/or infractions of the University’s Student Conduct Policies;
- any behavior which distracts other students and disrupts routine classroom activities;
- use of abusive language, including verbalization or gestures of an obscene nature; or
- threatening or causing physical harm to students, faculty, staff or others on campus or while students are engaged in off-site learning experiences.

**Financial Services**

**General Information**

The Financial Services Department at Everglades University provides students with assistance in applying for financial aid in order to pay tuition for their educational expenses while attending the University. The Financial Services Department has established procedures which assure fair and consistent treatment of all applicants.

Everglades University believes that the primary responsibility for educational costs rests with the student and his/her family. However, financial aid is available to meet the difference between a personal student’s resources and his/her actual needs. Everglades University examines the total cost associated with attending the University including, but not limited to, tuition and fees, room and board, books and supplies, personal and allowable travel expenses, and other miscellaneous expenses.

Everglades University uses the Free Application for Federal Student Aid (FAFSA) to document and collect information used in determining a student’s eligibility for financial aid. You must complete your FAFSA Applications online at www.fafsa.ed.gov. Your Application is confidential and is through the Department of Education website. Everglades University’s school code is 0431085.

Everglades University maintains a full-time Financial Services Department at each campus to meet student needs. Students are encouraged to make appointments with a Financial Services Administrator to ensure that they obtain the funding needed for their University investment. The United States Department of Education has determined that Everglades University is an institution eligible to participate in Federal Title IV financial aid programs. Everglades University is also approved to participate in the Florida State Grant and Scholarship Programs.

**Cost of Attendance Budget (COA)**

The cost of attendance is not a constant figure, it varies by the type of institution and the costs associated with attending that institution. The cost of attendance is used to determine a student’s eligibility for Federal Grants, Direct Student Loans along with State Funding (grants and scholarships) and other types of non-need base funding such as 529, Pre-Paid Programs and External Scholarships.

The cost of attendance is used to determine a student’s eligibility for financial aid. To determine an undergraduate eligibility for grant funding will use the COA–EFC and based on credits to be attempted. For certain grants a student must be full time. The expected family contribution (EFC) on page one of the student’s Institutional Student Information Report (ISIR, top right-hand corner) is based on a 9 month academic year. At Everglades University the EFC is based on the 8 month academic year (2 semesters, 32 weeks, and 8 months) in determining all other funding’s except Federal Pell Grant eligibility. The cost of attendance known as the cost of education is frequently referred to as the student’s “budget”. For example the formula is cost of attendance minus EFC minus aid equals unmet need (balance not covered).

**Types of Financial Aid**

Everglades University has the following federal aid, state aid and institutional programs available to students who qualify (subject to availability of funds). The amount of aid a student receives at Everglades University is based on the cost of attendance minus the expected family contribution (EFC) equals the unmet need. Student enrollment status (full time, 3/4 time, 1/2 time, 1/4 time) and the length of attendance within the academic year is taken into consideration as to how the student is being package for financial aid within the academic period of obligation.

**Grants**

Grants are awarded to undergraduate students based on substantial financial need. Grants do not have to be repaid unless a student becomes ineligible. Students must maintain satisfactory academic progress as defined in the Everglades University Satisfactory Academic Progress Policy.

**Federal Pell Grant**:

A Federal Pell Grant is an award to assist needy undergraduate students in paying for their education. Pell Grants do not have to be repaid unless a student becomes ineligible. Students who have achieved a bachelor’s degree are not eligible for a Federal Pell Grant. Eligibility for a Federal Pell Grant is based on several factors. The student completes a Free Application for Federal Student Aid (FAFSA) and this generates an Expected Family Contribution (EFC) number. Using the EFC number and other criteria, the amount of award is determined.

**Federal Supplemental Educational Opportunity Grant (FSEOG)**:

The Federal SEOG provides additional grant assistance to undergraduate students. Funds are given to Pell eligible students with exceptional financial need. Federal SEOG awards do not have to be repaid unless a student becomes ineligible. Students with a bachelor’s degree are not eligible for Federal SEOG.

**The William L. Boyd, IV, Florida Resident Access Grant (FRAG):**

The grant program provides tuition assistance to Florida undergraduate students attending an eligible private non-profit Florida college or university. To be considered for the Florida Resident Access Grant the
applicant must meet Florida’s residency requirements for receipt of state student financial aid and must enroll for a minimum of 12 credit hours per semester along with the other eligibility requirements.

**Florida Student Assistance Grant (FSAG):**

The FSAG program is funded by the State of Florida and granted to needy students enrolled in bachelor degree or associate degree programs. To be considered for an FSAG Grant, applicants must meet Florida’s residency requirements for receipt of state student financial aid and must enroll for a minimum of 12 credit hours per semester. They must complete a Free Application for Federal Student Aid (FAFSA) which must be processed and contain a valid Expected Family Contribution (EFC) by the cutoff date set by the University for each of the Fall and Winter terms.

**Scholarships**

Everglades University offers a variety of scholarships ranging from academic to active military scholarships for students who meet the criteria set by the University.

- Keiser University Graduate Scholarship
- Southeastern Institute Graduate Scholarship
- Accredited Massage School Graduate Scholarship
- Active Military Scholarship
- Frione Scholarship

Information and applications for the above mentioned scholarships are available through the Financial Aid Department. Scholarships are non-renewable and are subject to availability. Students must meet Satisfactory Academic Progress.

Scholarships are used towards unmet need; applicants cannot receive two of the above mention scholarships concurrently in the same academic year. Scholarships are to be used to cover tuition, fees, books and supplies necessary to complete the course of study. The scholarship funds will not cover non-institutional charges.

* Everglades University works with the following organizations to award the Frione Scholarships at all campuses. The Haven (Boca Raton Main Campus); Florida Sheriff’s Youth Ranch (Sarasota Branch Campus); and The Village (Orlando Branch Campus).

**Federal Work Study (FWS)**

The Federal Work Study program gives part-time employment to undergraduate and graduate students who need income to help meet the costs of postsecondary education. When available, Everglades University provides part-time jobs for needy students through the FWS program. Generally, students work fifteen to twenty hours per week. Part of this program is community service programs.

**Financial Aid Procedure**

Everglades University students must complete a Free Application for Federal Student Aid form. Many funds are limited and are awarded to those students who have the greatest need. Students will meet with the Financial Services Department to determine their eligibility.

Students complete their paperwork online via paperless process. After the Free Application for Federal Student Aid is processed, the University receives an electronic Institutional Student Information Report (ISIR) and the student receives a Student Aid Report (SAR) from the U.S. Department of Education within 30 days.

- If verification is required, requested documentation must be produced by student, spouse, and/or parent (whichever is applicable). The Financial Services Department will explain the verification procedure if the situation arises.
- The Financial Services Administrator submits the relevant paperwork to the appropriate lenders/agencies and follow up to ensure that the financial aid file is complete and accurate. Financial Services is the liaison between the lenders/servicing agencies and the student. The Director of Financial Services works to see that students are aware of their responsibilities, that student tuition is paid, that the lender obtains the correct paperwork, and that all documents are executed and tracked correctly.

Financial Services is dedicated to helping the students understand and comply with the forms and paperwork that the financial aid application process entails. Students must re-apply for financial assistance each year.

**NOTE:** A student’s financial aid is solely the responsibility of the student. Each student is responsible for correctly completing all applications and processing paperwork in a timely manner. If student aid is not received by the University while the student is in school, the student is responsible for all tuition and fees due to the University.

**Student Rights and Responsibilities**

**Student Rights**

All Everglades University students have the right to:

- Know when they will receive their financial aid.
- A copy of the documents describing the University accreditation or licensing.
- Information about Everglades University programs, instructional and other physical facilities, and faculty.
- Information relating to job placement rates.
- Information concerning the cost of attendance.
- Information on the refund policy for students who withdraw.
• Information about Federal Work-Study jobs:
  - What kind of job it is
  - What hours a student must work
  - What job duties are
  - What the rate of pay is
  - How and when payroll is issued

• Reconsideration of their aid package if the student believes a mistake has been made or if enrollment or financial circumstances have changed.

• Information on how the University determines whether a student is making satisfactory progress, and if not, the nature of the procedures.

• Information concerning special facilities and services that are available under the Americans with Disabilities Act.

• Information as to what financial assistance is available, including information on all federal, state, local, private, and institutional financial aid programs.

• Information as to who Financial Services personnel are, where they are located, and how to contact them.

• Information concerning the procedures and deadlines for submitting applications for each available financial aid program.

• Information concerning how financial aid recipients are selected for various programs.

• Information concerning each student’s financial aid eligibility is determined.

• Information on how much of the financial need, as determined by the University, has been met.

• Information concerning each type and amount of assistance in each student’s financial aid package.

• Information concerning the interest rate on any student loan a student has, the total amount which must be repaid, the length of time to repay, when repayment must begin, and what cancellation or deferment (postponement) provisions apply.

• Know their academic advisor.

• Information concerning the University’s policies regarding attendance, dress, tardiness, and testing.

• Fair, equal non-discriminatory treatment from all University personnel.

• Information concerning the University’s academic and administrative policies.

• Access to their student records.

• Freedom of academic expression.

Student Responsibilities

It is the responsibility of each Everglades University student to:

• Abide by Everglades University student code of conduct.

• Read, understand, and keep copies of all forms they are given.

• Review and consider all information about the University’s program prior to enrollment.

•Pay special attention to the Free Application for Student Financial Aid, complete it accurately, and submit it on time to the right place. (Errors can delay or prevent receiving aid).

• Know and meet all the deadlines for applying or reapplying for aid.

• Provide all documentation, corrections, and/or new information requested by either the Financial Services Department or the agency to which the application was submitted.

• Notify the University of any information that has changed since the student’s initial application for financial aid.

• Repay all student loans.

• Complete an entrance and exit interview if the student has a Federal Perkins Loan, Federal Subsidized and/or Unsubsidized Loans, or Federal PLUS Loan.

• Notify the University and lender (if student has a loan) of any changes in the student’s name, address, or attendance status (half-time, three quarter-time, or full-time).

• Satisfactorily perform the work agreed upon in a Federal College Work-Study Program, if the student has been granted one.

• Understand the University’s refund policy which is clearly stated on the enrollment agreement and in this catalog.

• Read the contents of the Application for Admission carefully.

• Purchase or otherwise furnish books and supplies.

• Maintain University property in a manner that does not deface, destroy or harm it.

• Return library books in a timely manner and pay any fines that may be imposed.

• Obtain required educational and financial clearances prior to graduation.

• Comply with all parking regulations.

Policies and Procedures for Verification

In accordance with 34 CFR 668.53, Everglades University has developed the following policies and procedures for the verification of information provided by applicants for Federal Title IV student financial aid.

1. Only those students selected for verification by the U.S. Department of Education (ED) or those with conflicting information in their records will be required to submit supporting documentation. In most cases, the required documentation consists of a completed verification worksheet, a signed tax transcript or utilize the IRS data retrieval to upload the prior year tax information onto the Free Application for Student Financial Aid (FASFA). Any conflicting information in the student’s file must be resolved before any financial aid may be disbursed, regardless of the student’s verification status.

2. No Federal Pell Grant, Federal Campus Based Aid, or Federal Direct Loan funds will be disbursed prior to the completion of verification.

3. A Federal Direct Loan will not be originated until all verification has been completed.

4. Students eligible to receive a Pell Grant, Campus Based aid or a Federal Direct Loan will have until 120 days after their last day of attendance or by the deadline published in the Federal Register each year (deadline is usually around the end of September) whichever is earlier, to complete verification. However, in the interim, the student must have made arrangements with the school for payment of all tuition and fees due, or risk termination from the school. After the aforementioned period, all financial aid that might have been due is forfeited.

5. All students will be notified on a timely basis if they were selected for verification and what supporting documentation is required. At that time, the student will be informed of the time parameters and the consequences of not completing the verification cycle. The institution will notify the student of the results of the verification process and any other documentation needed. The institution will assist the student in correcting any information that is inaccurate and will notify the student via award letter if an award changes. The institution will use as its reference the most recent Verification Guide supplied by U.S. Department of Education.

6. If the student receives an overpayment based on inaccurate or conflicting information on any application and refuses to correct the information or repay the Federal funds after being counseled by the institution, the school will refer the case to U.S. Department of Education for resolution. Unless required by U.S. Department of Education, no further Federal Financial Aid will be disbursed to the student.

7. The financial aid file must be documented with the date that verification is completed.

Student Eligibility Requirements

Any applicant for admission who indicates on his/her application that financial assistance is needed for education must complete a Free Application for Federal Aid at www.fafsa.ed.gov. Federal Financial Aid is not available to international students unless they are eligible non-citizens. Eligible non-citizens must provide current documentation of immigration status prior to applying for financial aid.

To be eligible to receive most need-based aid, a student must meet the following requirements:

• Show financial need.

• Be enrolled in an eligible degree program.

• Have a high school diploma or a GED.

• Be a U.S. Citizen or eligible non-citizen.

• Have a valid Social Security Number.

• Maintain Satisfactory Academic Progress.

• Comply with requirements of the Anti-Drug Abuse Act.

• Not be in default on a Federal Perkins Loan (or National Direct Student Loan), Federal Subsidized and/or Unsubsidized Loan, or Federal PLUS Loan.

• Not owe a refund on a Federal Pell Grant or Federal Supplemental Educational Opportunity Grant (FSEOG).

• Agree to use any Federal student aid received solely for educational purposes.

• Be enrolled at least half-time (for most programs).
• Sign a Statement of Educational Purpose/Certification on refunds and default.
• Sign a statement of updated information certifying that certain items on their Institutional Student Information Record are correct.
• Sign a Statement of Registration Status if required to register with the Selective Service.

Disbursement Procedures
Federal Regulations allow a school to disburse Title IV Financial Aid to students up to ten days before the start of the semester. The Institution has a policy to disburse all financial aid one week before the first day of the semester for all new and continuing students. The exceptions to this policy are first year, first time borrower students borrowing under the Direct Loan Program. The first disbursement of their Direct Loan until after was in class for 30 days from student’s first day of class. For students who are returning to school from a Leave of Absence or who are re-enrolling after being withdrawn from school should be scheduled for one week delay to ensure their return to classes and then their disbursement will be made.

The method by which Everglades University disburses financial aid is as follows:
• Students complete the Financial Aid process
• The Financial Services Department reviews and submits the documentation
• The Department of Education disburses the appropriate federal funds to the University via the student’s account
• Students are notified by the Financial Services Department of funds disbursed and can access this information via the internet on the student portal
• Students can request their excess funds by contacting the Bursar Department. All refunds are paid to the student (or parent) within fourteen (14) days after the credit balance occurred. Students have the right to rescind this option on their credit balance form. All checks are processed and distributed by the Business Office.

Tuition and Fees
fee Schedule
The tuition for undergraduate courses at Everglades University has been calculated on a credit basis of $627 per credit hour, charged on a semester basis of ($627 x 12 credits) $7,524 per semester and is subject to annual review and modification. The tuition for graduate courses at Everglades University has been calculated on a credit basis of $654 per credit hour, charged on a semester basis of ($654 x 12 credits) $7,848 per semester and is subject to annual review and modification. A semester is sixteen weeks or approximately four months long beginning upon the student’s start date. Undergraduate students maintaining a 3.0 or higher Cum GPA are eligible to take up to 18 credits per semester, subject to approval of the Program Director, Dean of Academic Affairs or Vice President of Academic Affairs. This may only be granted to students whose accounts are current and up to date. Undergraduate students maintaining a 3.0 Cum GPA or higher may take additional credits, beyond 12 but not to exceed 18 credits, at a charge of $1,881 per 3 credit course. Undergraduate students electing to take a course that includes a lab will be charged $627 per one credit course.

Tuition and Fee Disclosure
Everglades University wishes to eliminate possible areas of misunderstanding before students begin class. This allows the University to devote future efforts to support our students’ education. At Everglades University tuition and fees are charged to the student by the semester. Each semester is 16 weeks. Everglades University students are not charged by the course or by the credit hours. University student tuition and fees are subject to annual review and modification.

Application Fee $50 (one-time charge, non-refundable)
Registration Fee $145 (one-time charge)

Tuition charge per semester for all Undergraduate Degree Programs:

<table>
<thead>
<tr>
<th>Program</th>
<th>Credits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>12</td>
<td>$7,524</td>
</tr>
<tr>
<td>Three Quarter</td>
<td>9 to 11.99</td>
<td>$5,643</td>
</tr>
<tr>
<td>Half Time</td>
<td>6 to 8.99</td>
<td>$3,762</td>
</tr>
<tr>
<td>Quarter Time</td>
<td>Up to 5.99</td>
<td>$1,881</td>
</tr>
<tr>
<td>Lab Fee</td>
<td></td>
<td>$575 per lab</td>
</tr>
</tbody>
</table>

For undergraduate students with a Cum GPA of 3.0 or higher wishing to take up to 18 credits in a semester the tuition charge per semester will be $11,286 ($627 per credit hour).

Tuition charge per semester for all Graduate Degree Programs:

<table>
<thead>
<tr>
<th>Program</th>
<th>Credits</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time</td>
<td>12</td>
<td>$7,848</td>
</tr>
<tr>
<td>Three Quarter</td>
<td>9 to 11.99</td>
<td>$5,886</td>
</tr>
<tr>
<td>Half Time</td>
<td>6 to 8.99</td>
<td>$3,924</td>
</tr>
<tr>
<td>Quarter Time</td>
<td>Up to 5.99</td>
<td>$1,962</td>
</tr>
<tr>
<td>Lab Fee</td>
<td></td>
<td>$575 per lab</td>
</tr>
</tbody>
</table>

For graduate students with a Cum GPA of 3.0 or higher wishing to take up to 18 credits in a semester the tuition charge per semester will be $11,772 ($654 per credit hour).

Education Fee Charge Per Semester for Full-time students in all programs:

<table>
<thead>
<tr>
<th>Program</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>On-site Day/Evening</td>
<td>$400 per semester</td>
</tr>
<tr>
<td>Online</td>
<td>$800 per semester</td>
</tr>
</tbody>
</table>

For students who are in their last semester taking less than a full-time semester or greater than a 12 credit full-time semester education fees will be prorated or added in the amount of $100 per course for on-site students & $200 per course for online students.

Other Fees:

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transcript Fee</td>
<td>100</td>
</tr>
<tr>
<td>Withdrawal Fee</td>
<td>$100</td>
</tr>
<tr>
<td>Re-entry Fee</td>
<td>$150</td>
</tr>
<tr>
<td>Handling fee (per shipment)</td>
<td>$5</td>
</tr>
<tr>
<td>Change of Start Date Fee</td>
<td>$75</td>
</tr>
<tr>
<td>Graduates Transcript $5</td>
<td></td>
</tr>
<tr>
<td>Undergraduate Textbook average</td>
<td>$600 per semester</td>
</tr>
<tr>
<td>Graduate Textbook average</td>
<td>$800 per semester</td>
</tr>
<tr>
<td>Cash Payment Late Fee Charge is</td>
<td>$10 per month for each month past due</td>
</tr>
</tbody>
</table>

Everglades University reserves the right to make annual changes in tuition and fees. Curriculum changes may be made during any phase of its programs where it is the opinion of the administration that the students or the University will be benefited. Tuition is charged by the semester and by Full Time Status, Three Quarter Time Status or Quarter Time Status for the semester.

Fee Policy
Payment of all fees, or arrangement for the payment of all fees, must be made at the time of registration and are subject to change without notice. Students taking courses on an audit basis pay the same fee as those students taking courses for academic credit. All financial obligations owed to Everglades University must be paid, or arrangements for payment must have been made, before a student may re-register, receive transcripts or graduate.

The University reserves the right to increase the cost per credit, registration fee and/or education fees on an annual basis.

Students can access the University’s Net Price Calculator on the University’s website at https://enroll.EvergladesUniversity.edu/Npc

The current fee schedule is as follows:

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Fee (one-time)</td>
<td>$50</td>
</tr>
<tr>
<td>Registration Fee (one-time)</td>
<td>$145</td>
</tr>
<tr>
<td>Education Fee for Online Students (per semester)</td>
<td>$800</td>
</tr>
<tr>
<td>Education Fee for On campus Students (per semester)</td>
<td>$400</td>
</tr>
<tr>
<td>Administrative Fee (Withdrawal)</td>
<td>$100</td>
</tr>
<tr>
<td>Re-Entry Fee</td>
<td>$150</td>
</tr>
<tr>
<td>Change of Start Date Fee</td>
<td>$75</td>
</tr>
<tr>
<td>Handling fee (per shipment)</td>
<td>$5</td>
</tr>
<tr>
<td>Late Payment Fee</td>
<td>$10</td>
</tr>
<tr>
<td>Textbooks for Undergraduate Students (estimated per semester)</td>
<td>$600</td>
</tr>
<tr>
<td>Textbooks for Graduate Students (estimated per semester)</td>
<td>$800</td>
</tr>
</tbody>
</table>

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Estimated Total Degree Program Cost

The following are estimated total degree program costs for tuition, books, and fees. The total estimated costs do not take into account transfer credits that may be accepted by Everglades University upon evaluation of prior official transcript(s), which may reduce the estimated total degree program cost.

### Undergraduate Degree Program Cost

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$77,121</td>
</tr>
<tr>
<td>Books</td>
<td>$6,150 (estimated $600 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$4,100 ($400 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$87,371</strong></td>
</tr>
</tbody>
</table>

### Graduate Degree Program Cost

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$23,544</td>
</tr>
<tr>
<td>Books</td>
<td>$2,400 (estimated $600 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$1,200 ($400 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$27,144</strong></td>
</tr>
</tbody>
</table>

### Estimated Total Online Degree Program Cost

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$77,121</td>
</tr>
<tr>
<td>Books</td>
<td>$6,150 (estimated $600 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$6,200 ($800 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$91,471</strong></td>
</tr>
</tbody>
</table>

### Graduate Degree Program Cost

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$23,544</td>
</tr>
<tr>
<td>Books</td>
<td>$2,400 (estimated $800 per semester)</td>
</tr>
<tr>
<td>Fees</td>
<td>$2,400 ($800 per semester)</td>
</tr>
<tr>
<td><strong>Total Estimated Cost</strong></td>
<td><strong>$28,344</strong></td>
</tr>
</tbody>
</table>

The total tuition estimate does not include tuition credited by prior credits completed by the student accepted for transfer by Everglades University. This total tuition cost is based upon estimated book fees and subject to an annual tuition increase.

Texts, Supplies, and Special Fees

Everglades University maintains a bookstore on each campus. Typically, the bookstore exists to furnish students with necessary books, supplies and equipment. Bookstore hours are posted at each campus. Textbooks for students in the programs offered may be purchased from the Everglades University Bookstore at www.EvergladesUniversity.edu. Visit the bookstore link for campus hours of operation.

Students are also required to furnish their own personal supplies such as pencils, pens, erasers, notebooks, calculators, dictionaries, and tape recorders, if permitted. Textbooks are estimated to cost $600 per semester for undergraduate students and $800 per semester for graduate students. If books are shipped, the student is responsible to pay the related shipping fees which will vary by destination and the weight of the textbook. In addition, for each book shipment there is a $5 handling fee charged.

Upon request from the student, any other documents or forms can be sent overnight via UPS. It is the student's responsibility to pay shipping costs which may vary by weight and destination.

A current listing of University textbooks and textbook fees are located on the University website at http://www.EvergladesUniversity.edu/pdf/MASTERBOOKLIST.pdf.

CANCELLATION AND REFUND POLICY

Tuition and Fee Disclosure

Tuition is computed on the assumption that a student remains throughout the academic year. Since a place in class has been reserved for each student, tuition is refunded in accordance with the University refund policy. A student withdrawing from the University must comply with proper clearance procedures as outlined in the catalog. Reductions in indebtedness are made solely at the discretion of the University for withdrawals necessitated by conditions beyond a student's control such as an emergency acceptable to the University. Refunds or reductions in indebtedness are processed after all required approvals are documented on a withdrawal form. Students are obligated for all charges (tuition/fees/books/supplies) for the semester they are currently attending plus any prior account balance. A semester of sixteen (16) weeks consists of four (4) consecutive four (4) week terms of instruction. A $100 administrative fee is charged when a student withdraws prior to the end of a semester. A student who has withdrawn and wishes to re-enter is charged a $150 reentry fee. Students who change their start date after signing an enrollment agreement may be charged a $75 change of start date fee.

Return of Title IV Funds (R2T4)

The requirements for federal financial aid when a student withdraws are separate from the Institutional Refund Policy. As such a student may still owe a balance to the University for unpaid institutional charges. Federal regulations specify how the University must determine the amount of Federal financial aid the student is entitled to have earned when a student withdraws from the University.

The percentage amount of Federal financial aid a student has earned during a payment period is calculated based on the total number of calendar days completed in a payment period divided by the total number of calendar days in the payment period. For students who withdraw during the payment period the school will perform the return calculation on a payment period basis. An academic year is defined as two semester’s equivalent to 32 weeks of instruction and at least 24 semester hours.

The amount of assistance earned is determined on a pro-rata basis. For example, if you completed 30% of your payment period, you earn 30% of the FSA assistance you were originally scheduled to receive. Once you have completed more than 60% of the payment period, you may earn all the FSA assistance you were scheduled to receive for that period. Anytime a student begins attendance in at least one course, but does not begin attendance in all the courses he or she was scheduled to attend, regardless of whether the student is a withdrawal or graduate, the institution must review to see if it is necessary to recalculate the student's eligibility for funding received based on a revised enrollment status and the cost of education.

CANCELLATION/WITHDRAWAL CALCULATION

Cancellation at any time from the date of a student’s registration to the day before the first scheduled day of a semester – 100% refund of tuition and education fees. (The University retains the $50 application fee).

- Withdrawal at any time during the first week of the semester – 90% refund of tuition only.
- Withdrawal at any time during the second week of the semester – 85% refund of tuition only.
Veterans Refund Policy

The refund of the unused portion of tuition, fees, and other charges for Veterans or eligible persons who fail to enter a course or withdraw or discontinue prior to the completion will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion of the course bears to the total length of course. The refund will be determined on the ratio of the number of days or hours of instruction completed by the student to the total number of instructional days or hours in the course. Upon determination of withdrawal, all refunds will be made within a thirty-day period.

Administrative Policies

Everglades University’s policies have been formulated in the best interests of students and the University. The provisions of this catalog should not be considered an irrevocable contract between a student and the University. Everglades University reserves the right to change provisions or requirements, including fees, contained in its catalog at any time and without notice. The University reserves the right to require a student to withdraw at any time under appropriate procedures. Everglades University reserves the right to impose probation on any student whose conduct, attendance or academic standing is unsatisfactory. Any admission based upon false statements or documents is void, and a student may be dismissed on such grounds. In such cases, a student may fail to enter a course or withdraw or discontinue prior to the completion will be made for all amounts paid which exceed the approximate pro rata portion of the total charges that the length of the completed portion of the course bears to the total length of course. The refund will be determined on the ratio of the number of days or hours of instruction completed by the student to the total number of instructional days or hours in the course. Upon determination of withdrawal, all refunds will be made within a thirty-day period.

Effective Catalog Date

Students enrolled in a program which has been modified effective with the publication of this catalog or any addenda thereto may continue under the previously published catalog if appropriate courses are still available. Any student who has been out more than one semester must re-enroll under the most recent catalog/addendum. Everglades University reserves the right to make appropriate changes to curriculum, program and graduation requirements.

Bursar’s Office

Everglades University provides a Bursar’s Office to accept student payments of tuition and fees as well as to answer basic questions about payments, fees and student accounts. The Bursar’s office hours are posted outside the office.

Intellectual Property Policy

Everglades University defines intellectual property as a product of the intellect that has commercial value, including copyrighted property such as literary or artistic works, and ideational property, such as patents, software, appellations of origin, business methods and industrial processes.

Any intellectual property developed as a direct result of regular duties of faculty members, staff members or students, or developed by a faculty member, staff member or a student as a result of research done in connection with regular duties or assignments, is the exclusive property of the University. Such property is the exclusive property of an employee if no University funds, space, facilities or time of faculty members, staff members or students were involved in the development.

Software development by faculty members, staff members or students as part of normal duties or assignments is considered “work-for-hire” and is property of the University. Courseware (syllabi, lecture notes, class handouts and other such materials) whether in paper or web formats are property of the University.

All work completed or submitted toward fulfillment of course requirements by students is the property of Everglades University. Everglades University reserves the right to utilize any work so submitted in any way it believes appropriate.

Communication and Computer Use

All computers, computer files, fax machines, e-mail systems, software applications and other electronic media or communication devices (herein collectively “equipment”) which are made available to employees during the course of their employment is the exclusive property of Everglades University and is intended for student use. No reasonable expectation of privacy exists in connection with the use of any equipment. Everglades University reserves full rights to inspect the equipment at any time, with or without the presence or consent of an employee, in order to monitor the use of its equipment and for other business purposes.

Student’s are prohibited from using Everglades University’s equipment in any way that is illegal or which may be disruptive or offensive to others, including but not limited to, the transmission of sexually explicit messages, cartoons, jokes, ethnic or racial slurs or anything that may be construed as offensive by a reasonable person or showing disrespect for others.

Unauthorizd duplication of copyrighted computer software violates the law and is strictly prohibited.

Acceptable Data Network Use Policy

All University data and data networks are to be used in an ethical, legal, and approved manner. No corporate information or corporate resource may be used in such a way as to harm the company image, reputation, competitive edge, or financial interests. Any person or persons not complying with this Acceptable Data Network Use Policy may be subject to disciplinary action or criminal charges.

Prohibited Use

- Accessing files for which you are not authorized.
- Accessing other student’s files without their express permission or sharing files with other students.
- Illegal reproduction of software which would constitute copyright violation.
- Any intentional action which could potentially cause harm to the University’s data, information, or resources.
- Unauthorized distribution of copyrighted data.
- Conducting any activity considered illegal or which may harm the reputation of the company.

Email Usage

University electronic mail usage that is considered prohibited but not limited to, any of the following actions:
- Pornographic, offensive, malicious, racist, or other offensive material.
- Illegal information which violates state or local law.
- The dissemination of any information which is considered intellectual property or could be harmful to the company in any way.
- Browsing any website the University deems unacceptable.

Internet Usage

University Internet access that is considered prohibited but not limited to, any of the following actions:
- Browsing pornographic, offensive, malicious, or hate web sites.
- Browsing any web site that the company has classified as unacceptable.

Computer crimes are a violation of the University’s disciplinary standards, the commission of computer crimes may result in felony criminal charges. The Florida Computer Crimes Act, Chapter 815, Florida Statutes, addresses...
the unauthorized modification, destruction, disclosure or taking of information resources.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than $750 and not more than $30,000 per work infringed. For “willful” infringement, a court may award up to $150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to $250,000 per offense.

For more information, please see the website of the U.S. Copyright Office at www.copyright.gov, especially their FAQ’s at www.copyright.gov/help/faq.

University Policies to Combat Unauthorized Distribution of Copyrighted Material

The University utilizes the following to combat and deter illegal distribution of copyrighted material to protect the institutions network.

• Policies are distributed to all Faculty Members
• Students are provided with information on the University’s network policy through the Everglades University print and online catalog.
• The University’s IT Department monitors bandwidth usage and potential breaches to the Digital Millennium Copyright Act (DMCA).
• Students and/or faculty found in breach of the University Network and Copyright Policy would be in breach of the University Code of Conduct and disciplinary action may be taken.
• Those found in violation have the right to file a grievance for any action taken against them (Please refer to the Student Disciplinary/Complaint/Grievance Procedures section of the catalog, pages 118-126).

The University’s Policy on unauthorized distribution of copyrighted material and network usage policy is reviewed annually by the Office of the President.

Drug Policy

Everglades University is in compliance with Federal government regulations for a Drug Free Workplace for both students and employees. Any student or employee caught in possession, use, or distribution of any illegal substances or paraphernalia may be dismissed and/or referred to an appropriate agency for arrest.

Section 5301 of the Anti-Drug Abuse Act of 1988 states that if a person is convicted of drug distribution or possession, a court may suspend his/her eligibility for Title IV financial aid. If he/she is convicted three or more times for drug distribution, he/she may become permanently ineligible to receive Title IV financial assistance.

The institution discloses under CFR 86.100 information related to Everglades University’s drug prevention program. The Consumer Information located on Everglades University’s website provides a description of this program and a security report.

Drug and Alcohol Abuse Prevention Programs

As required by CFR 86.100 Everglades University publishes and distributes to all current students and employees its Drug and Alcohol Abuse Prevention Program. Below are the details related to this important subject matter. The University’s Drug and Alcohol Abuse Prevention Program is reviewed annually as part of the Crisis Response Team’s review of campus crime statistics and drug and alcohol offenses to determine its effectiveness and to implement changes if they are needed.

Drug and Alcohol Abuse Prevention

Drug abuse affects all aspects of American life. It threatens the workplace, our homes, our schools and our community. The U.S. Department of Education requires institutions of higher education to implement a drug prevention and awareness program for their students and employees through the Safe and Drug Free Schools and Communities Act. All students are expected to conduct themselves as mature adults and as members of an academic community. The consumption of alcohol or drugs while attending class is prohibited and may be subject to disciplinary action.

Standards of Conduct

The University community must adhere to a code of conduct that recognizes the unlawful manufacture, sale, delivery, unauthorized possession or use of any illicit drug is prohibited on property owned or otherwise controlled by Everglades University. If an individual associated with the University is apprehended for violating any drug or alcohol-related law when on University property, or participating in a University activity, the University will fully cooperate with all law enforcement agencies. Underage possession or consumption of alcoholic beverages is not permitted on property owned or controlled by the University and the state laws will be enforced. Intentionally or knowingly selling, or intentionally or knowingly furnishing alcoholic beverages to persons under the age of 21, or to persons obviously inebriated, is not permitted on property owned or controlled by the University.

Health Risks Associated with the use of Illicit Drugs and the Abuse of Alcohol

Moderate to high doses of alcohol cause marked impairments in higher mental functions and the loss of memory. High doses of alcohol can cause respiratory depression and death. Long-term consumption, particularly when combined with poor nutrition, can also lead to dependence and permanent damage to vital organs such as the brain and the liver. Physical effects of drugs include increased heart rate, bloodshot eyes, dry mouth and throat, and increased appetite. The use of drugs may impair or reduce short-term memory and comprehension, alter sense of time, and reduce the ability to perform tasks requiring concentration and coordination. Motivation and cognition may also be altered making the acquisition of new information difficult. As you can see from the above there are major health risks associated with the use of illicit drugs and the abuse of alcohol.

Pell Grant

Federal guidelines state the grantee must certify that he or she will not engage in unlawful activities related to controlled substances during the period covered by the grant.

Federal Financial Aid Penalties for Drug Violations

Federal guidelines focus strongly on illicit drug use and distribution. The Higher Education Opportunity Act states students convicted of an illicit drug violation can be denied federal financial aid for a specific period, in addition to other legal penalties. The Free Application for Federal Student Aid (FAFSA) asks students if they have been convicted of a drug-related offense: “Have you ever been convicted of possessing or selling illegal drugs?” If you answer “yes,” the University will send a worksheet in the mail to determine if your conviction affects your eligibility for aid. Failure to answer the question automatically disqualifies students from receiving federal financial aid. Answering this question falsely could result in fines up to $20,000, imprisonment or both.

More information about federal penalties and sanctions is located at http://www.justice.gov/dea/agency/penalties.htm

Penalties for Drug Convictions

If the student was convicted of both possessing and selling drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period.

Possession of Illegal Drugs

• For a first offense, a student loses eligibility for federal financial aid for one year from the date of conviction.
• For a second offense, a student loses eligibility for federal financial aid for two years from the date of conviction.
• For a third offense and subsequent offenses, a student has indefinite ineligibility for federal financial aid from the date of conviction.

Sale of Illegal Drugs

• For a first offense, a student loses eligibility for federal financial aid for two years from the date of conviction.
• For a second offense and subsequent offenses, a student has indefinite ineligibility for the date of conviction.

How to Regain Eligibility

A student can regain eligibility for federal student aid funds the day after the period of ineligibility ends or upon successful completion of a qualified drug rehabilitation program that must:

• Include at least two unannounced drug tests;
AND

• Have received or be qualified to receive funds directly or indirectly under a federal, state or local government program.

Students denied eligibility for an indefinite period can regain it after successfully completing a rehabilitation program, passing two unannounced drug tests from such a program, or if a conviction is reversed, set aside or removed from the student’s record, so that fewer than two convictions for sale or three convictions for possession remain on the record.

In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. The student is responsible to certify that a rehabilitation program was successfully completed. As with the conviction question on the FAFSA, the University is not required to confirm the reported information unless conflicting information is determined.

Conclusions

Federal regulations require enrolled students convicted of a drug offense after receiving federal financial aid to notify Everglades University immediately. The student will then become ineligible for further federal financial aid and must repay federal financial aid received after the conviction.

Drug and Alcohol Counseling

Available to all students is the 211 Helpline Center. Students can call 211 to receive referrals to local resources and support to individuals who need drug and alcohol counseling.

Institutional Sanctions for Alcohol and Drug Violations

Any member of the University community found consuming or selling drugs on University property shall be subject to discipline on a case-by-case basis.

• Discipline will be based on the seriousness of the situation.
• A case may result in dismissal from the University.
• In all cases, the University will abide by local, state and federal sanctions regarding unlawful possession of drugs and the consumption of alcohol.
• Additional state penalties and sanctions may also apply.
• The University has adopted a zero-tolerance policy regarding underage drinking.

Florida Laws on Underage Drinking

While many of the laws across the U.S. concerning underage drinking are similar, it is important to know what your specific laws concerning this crime are. In the state of Florida, the following laws dictate underage penalizations:

• It is unlawful for a person under 21 years of age to have an alcoholic beverage in his or her possession. This is a second degree misdemeanor.
• It is unlawful for a person under 21 years of age to consume alcohol.
• If a minor is found to be driving a vehicle with a blood alcohol concentration of .02 or above, he or she can be charged with driving under the influence of alcohol.
• If a minor is found guilty of committing the above crimes they could face fines, a suspended driver’s license, probation terms, and professional and social repercussions.

Firearms Policy

Certified Florida law enforcement officers are the only people permitted to possess a gun or weapon of any kind on any Everglades University campus. Any other possession of a weapon of any kind for any reason by anyone on an Everglades University campus is strictly prohibited. The above stated policy provides an exception only in the case of Everglades University students who are certified Florida law enforcement officers currently employed by a recognized Florida law enforcement agency. There are no other exceptions to this policy.

Campus Security Safety Act and Campus Crime Statistics

Everglades University maintains open, well-lit buildings with appropriate well-lit parking areas. Any and all incidents, including damage to personal property or suspicious persons, should be promptly reported to University administration.

Students wishing a copy of the number of crimes committed on the campus can request this information from the administrative offices or see the university website at www.EvergladesUniversity.edu/safety-and-security-annual-security-report.asp.

Annual Security Report

In compliance with the 54 CFR 668.41 and 54 CFR 668.46 2008 federal regulation amendments, the following is the electronic address at which Everglades University’s Annual Security Report is posted: http://www.EvergladesUniversity.edu/safety-and-security-annual-security-report.asp.

The Annual Security Report contains crime statistics and describes institutional security policies. Upon request the institution will provide a hard copy of the report.

Campus Safety and Security

Everglades University takes campus safety seriously and believes that providing a healthy, safe, and secure environment is conducive to learning. An Emergency Exit Plan has been established for each Everglades University Campus. In the event that a situation requires an emergency evacuation, Emergency Exit Plans are posted in the classrooms, offices, computer labs, libraries, student lounges, employee lounges and at additional locations throughout each campus and provide the building occupants with the nearest emergency exit.

Everglades University maintains open, well-lit buildings with appropriately well-lit parking areas. Any and all incidents including damage to personal property or suspicious persons should be reported promptly to University administration.

Nothing herein precludes any student, staff or faculty from contacting the appropriate authorities directly in the event they feel in threat of physical harm or imminent danger. In cases of emergency, dial 911.

Student Must Know Emergency Information

The campus takes various precautionary measures to protect the students, staff, faculty and campus visitors. Nevertheless, unavoidable emergencies may occur in extreme situations. Therefore, each campus has a Campus Response Team (CRT) that implements and oversees the campus response to a crisis situation. The CRT receives training in dealing with crisis situations and will primarily direct the immediate response to a crisis situation until the arrival of law enforcement and emergency response personnel.

In order to make this program effective, please familiarize yourself with the following emergency procedures.

*** In case of emergency - dial 911 ***

Fire Precautions

Students should take particular note of exit signs in each building. They should also familiarize themselves with the appropriate evacuation route posted for each room. In the event of an emergency:

Leave the building by the nearest exit in an orderly fashion, following the directions of the fire marshals (where relevant). Do not use elevators.

Stand at a safe distance from the building.

Do not re-enter the building until directed to do so by University administration.

Student Emergency Response

Emergency Evacuation

Evacuation is the movement of campus occupants from a dangerous or potentially dangerous location to a safe location. There are two types of evacuation; fire evacuation and non-fire evacuation:

Fire Evacuation

• Evacuation is mandatory when a fire alarm is activated.
• Follow CRT instructions if given.
• Do not use the elevators.
• Assist people with disabilities if possible.
• Do not attempt to reenter the facility unless directed to do so.

Non-Fire Evacuation

• A non-fire evacuation will be initiated by campus CRT.
• Follow CRT instructions if given.
• Do not use the elevators.
• Assist people with disabilities if possible.
• Do not attempt to reenter the facility unless directed to do so.

Emergency Lockdown

Emergency Lockdown is used to dramatically and rapidly enhance the level of security of the campus. By locking all exterior, interior and class doors, staff can make it more difficult for dangerous person(s) in the vicinity or in the campus to gain access to staff and students.
• Lock or barricade doors of classroom and internal student areas of congregation.
• Close blinds, turn off lights.
• Remain quiet and out of sight.
• If gunshots are heard, lay on the floor and try to use available capabilities for additional cover and concealment.
• If you are outside when a lockdown is declared, seek shelter away from the danger.
• If a fire alarm is activated during a lockdown, proceed with extreme caution.
• Do not open the door for people claiming to be public safety personnel unless you have an opportunity to view photo identification or are instructed to do so by a staff member whom you recognize.

External Lockdown

External lockdown creates a physical layer of security between the internal and external dimensions of the campus. This lockdown allows staff and students to continue with productive activities while maintaining access control to the campus and remain in an elevated state of security.

• Remain in classroom.
• Follow faculty and staff instructions.
• Remain attentive to any change in status.

Shelter in Place

Shelter in place procedures are traditionally utilized when:
1. A tornado has been spotted.
2. There has been a chemical or biological incident outside of, but in proximity to a campus and available information indicates that there is no adequate time to evacuate building occupants to a safe location before the dangerous contaminants reach the facility.

• Follow faculty and staff instructions.
• Assist people with disabilities if possible.
• Seek an interior room or hallway with no windows.
• Close windows and doors—do not lock doors.
• Remain in shelter until an all clear is given.

Antihazing Policy

Hazing is any conduct or initiation into any organization that willfully or recklessly endangers the physical or mental health of any person. Imposition or use of hazing in any form of initiation or at any time is strictly prohibited. Violation of this policy will result in disciplinary actions against the violator that will include counseling and possible expulsion from the University.

Graduation and Retention Rates

Everglades University discloses the most recent Student-Right-to-Know cohort graduation rate on the University’s website at http://nces.ed.gov/ipeds/. For additional information please visit the Integrated Postsecondary Education Data System (IPEDS) website at http://nces.ed.gov/ipeds/.

Privacy of Student Records

Policies and procedures concerning the privacy of student records maintained by Everglades University and its faculty and staff are governed by the Family Educational Rights and Privacy Act of 1974 (Public Law 93-380). Student records are maintained by campus Registrar’s Office (academic records), Financial Services Department (financial aid records) and Bursar’s Office (accounts receivable records).

Student records are maintained by the University in permanent files. Under Section 438 of the General Provision Act (Title IV of Public Law 90-247), students age 18 or over have access to their personal record files kept by the University. The Registrar maintains a log with dates the records were checked out and used by other departments.

All authorized University personnel have access to student records for official purposes. A student (or in some cases eligible parents) is given access to his/her record within a reasonable time after submitting a written request to the custodian in possession of that record (Registrar, Financial Services or Bursar). If the content of any record is believed to be in error, inaccurate, discriminatory, misleading in violation of student rights, or otherwise inappropriate, it may be challenged and a written explanation included in the record. A student’s right to due process allows for a hearing, which may be held at a reasonable time and place at which time evidence may be presented to support the challenge.

Student information is released to persons, agencies or legal authorities as required by subpoena/legal process or by consent of a student (or eligible parent). Information is released on a consent basis in cases where a student or eligible parent has provided a written consent, signed, dated and specifying the information to be released and name(s) to whom the information is to be released.

The Family Educational Rights and Privacy Act (FERPA), requires that the University, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your education records. Directory information is considered public and may be released without written consent unless specifically prohibited by the student concerned. Data defined as directory information includes: student name, major field of study, student participation in officially recognized activities, dates of attendance, enrollment status (full-, half-, part-time; undergraduate or graduate), degrees and awards received, and the most recent educational agency or institution the student has attended. Students wishing to opt out must provide a formal written request to the registrar at their campus.

If a student is attending a postsecondary institution – at any age – the rights under FERPA have transferred to the student. However, in a situation where a student is enrolled in both a high school and a postsecondary institution, the two schools may exchange information on that student. If the student is under 18, the parent/guardian still retains the rights under FERPA at the high school and may inspect and review any records sent by the postsecondary institution to the high school.

FERPA Disclosure

Directory information as considered public and may be released without written consent unless specifically prohibited by the student concerned. Students wishing to opt out must provide a formal written request to the Dean of Academic Affairs. Data defined as directory information includes: student name, address, telephone number, email address, major field of study, student participation in officially recognized activities, dates of attendance, enrollment status (full-, half-, part-time; undergraduate or graduate), degrees and awards received, and the most recent educational agency or institution the student has attended.

If a student wishes to file a complaint, please contact the Department of Education: Family Policy Compliance Office, U.S. Department of Education: 400 Maryland Avenue SW, Washington, DC 20202-5901.

Access, Review, and Challenge of Records

Student account records are maintained by the University in permanent files. As a result of section 438 of the General Provision Act (Title IV of Public Law 90-247), students age 18 or over have access to their personal records kept by the University. One transcript of the student’s grades is provided free of charge after graduation.

Additional transcripts will be supplied per written request. Appropriate fees will apply.

All authorized university and/or school officials and third-parties who meet the definition of a school official may be granted access to student records for official purposes only. A student (or in some cases eligible parents) may have access to the student’s record within a reasonable time after submitting a written request to the custodian in possession of that record. If the content of any record is believed to be in error, inaccurate, discriminatory, misleading in violation of student rights, or otherwise inappropriate, it may be challenged and a written explanation included in the record. The student’s right to due process allows for a hearing, which may be held at a reasonable time and place, at which time evidence may be presented to support the challenge. (Please see Student Disciplinary/Complaint/Grievance Procedures, pages 118-126.)

Student information will only be released to any person, agency or legal authority as required by subpoena/legal process or by consent of the student (or eligible parent). Information will only be released on a consent basis where the student or eligible parent has provided written consent, signed, dated and specifying the information to be released, the reason for release and name(s) of persons to whom the information is to be released.

Consumer Information

The Higher Education Opportunity Act of 2008 (HEOA) requires that postsecondary institutions participating in federal student aid programs disclose information from various administrative areas to students. This information may be viewed online at the following address in compliance with federal law:

http://www.EvergladesUniversity.edu/consumerinfo/default.asp
Everglades University Transcripts
A request for an Everglades University transcript must be in writing, signed by the student and requested a minimum of two (2) weeks before a transcript is required. The full address of the person/place to which the transcript is to be sent must be included. An official transcript bearing the University seal will be forwarded directly to other colleges, to prospective employers, or to other agencies at the request of a student. Typically, colleges only consider a transcript “official” if forwarded directly from the sending institution. Students may also obtain unofficial copies of their transcripts at the Campus Records office. There is no charge for the student’s first transcript request. All other transcripts will require a fee of $5.00 to be paid with an application. (NOTE: All financial obligations to the University must be paid before transcripts and diplomas are released).

Sexual Harassment
Everglades University actively supports a policy on sexual harassment which includes a commitment to creating and maintaining a community in which students, faculty, and administrative-academic staff can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Specifically, every member of the University community should be aware that the University is strongly opposed to sexual harassment and that such behavior is prohibited both by law and by University policy. It is the intention of the University to take whatever action may be needed to prevent, correct, and, if necessary, discipline behavior which violates this policy.

Course Schedules/Changes
It is the University’s goal that courses are taken in an appropriate sequence, 1000 and 2000 lower division courses prior to 3000 and 4000 upper division courses. The student’s Academic Advisor will create the student’s schedule. A student may request a schedule change by contacting their Academic Advisor.

Course Waivers/Substitutions
A prerequisite may be waived or a course may be substituted upon recommendation by the Program Director/Dean of Academic Affairs subject to approval of the Vice President of Academic Affairs. The document must then be placed in the student’s file.

Academic and Administrative Dismissal
A student may be dismissed from Everglades University for disregarding administrative policies. Causes for dismissal include:
- Failure to meet minimum educational standards
- Failure to meet student responsibilities as enumerated elsewhere in this catalog
- Disruptive or otherwise inappropriate conduct (whether directed at another student or University representative)
- Continued inappropriate personal appearance
- Continued unsatisfactory attendance
- Non-payment for services rendered by the University
- Failure to comply with policies listed in current University catalog
- Conduct prejudicial to the class, program or University
- Participation in hazing activities
- Any behavior deemed inappropriate by the University President

Standards of Conduct
Commensurate with the academic atmosphere that prevails throughout the University, all students are expected and required to conduct themselves in keeping with the highest standards. Any behavior which tends to distract other students or disrupt classes will not be tolerated. Such conduct will be considered just cause for dismissal from the University. Specific behaviors that may cause dismissal from the University include:
- Willful destruction or defacement of University or student property
- Improper or illegal conduct
- Use or possession of alcoholic beverages, firearms or illegal drugs on campus
- Being under the influence of alcoholic beverages or illegal drugs while on campus
- Cheating and plagiarism
- Theft of any personal or University property
- Disruptive or otherwise inappropriate behavior
- Misuse of University information technology
- Unauthorized distribution of copyrighted material

Re-admittance Policy
A student must apply for re-admittance to the University after being withdrawn or dismissed. This policy also applies to students who have been on an approved Leave of Absence that extended beyond the date granted, resulting in automatic withdrawal. The re-admittance policy is as follows:
1. The student must have fulfilled all financial obligations to the University.
2. The student must also complete a new enrollment agreement, pay a re-entry fee of $150.00, and re-enroll under the current tuition charges and catalog.
3. The student must re-apply for financial aid or set up a payment schedule.
4. It may be necessary for the student to submit a written request detailing reasons why the University should re-admit the student.

Standards of Appearance
Proper professional dress and appearance is one of the first facets upon which an employer evaluates a candidate. Therefore, proper dress and appearance is expected at the University. Each student must maintain proper personal appearance, wear approved attire, and at all times display current student ID.

Military Personnel
Active duty, Reservist, National Guard and ROTC members may attend class in military uniform provided they meet the standards and regulations of their respective branch of service.

Honor Code
Everglades University has adopted an honor code for its students. Career-oriented individuals must function independently of direct supervision. Therefore, enrollment in Everglades University and the completion of the enrollment agreement represents the student’s pledge to respect the rights and property of the University and all fellow students as well as to adhere to general principles of academic honesty.

Leave of Absence
A student may request a leave of absence in writing in cases of emergency, illness or extenuating circumstances. A leave of absence cannot exceed a period of one hundred twenty (120) days unless approved by the President or Vice President, but it can never exceed one hundred eighty (180) days. The request for a leave of absence must be in writing and signed by the student (electronic signature is acceptable). If a student’s leave of absence continues past the date granted, the student will be automatically withdrawn from the University and his/her financial aid will be calculated according to the Department of Education Return to Title IV Policy and/or the University’s withdrawal policy. Students withdrawn from the University will go into loan repayment status per the federal requirement. The number of days used in the leave of absence reduces the amount of days in the 6-month grace period. A student who has exhausted 180 days for their leave of absence will go into immediate repayment on his or her loan. Leaves of absence must be approved by the Program Director, Dean of Academic Affairs or the Campus Vice President.

Academic Interrupt
Academic interrupts are granted in special circumstances when a student will have a break in their semester schedule. Academic Interrupts are not granted for students who demonstrate unsatisfactory academic progress. All Academic interruptions must be approved by the appropriate Program Director, Dean of Academic Affairs, or...
When do I start paying back my student loans?

When you graduate, leave school, or drop below half-time enrollment status, there is a set period of time after you graduate, leave school, or drop below half-time enrollment status, there is a set period of time set by the U.S. Department of Education, go to www.studentaid.ed.gov/repaying for more information. The repayment period begins when the loan is fully disbursed, and they first payment is due 60 days after the final disbursement. Parent PLUS Loan borrowers whose loans were first disbursed on or after July 1, 2008, may choose to have repayment deferred while the student for whom the parent borrowed is enrolled at least half-time and for an additional six months after that student is no longer enrolled at least half-time. Interest that accrues during these periods will be capitalized if not paid by the parent during the deferment.

How much time do I have to repay my student loans?

Depending on the type of loans you have and repayment plan you choose, you can have from 10 to 30 years to repay your loans. Go to www.studentaid.ed.gov/repaying for more information.

How much will I have to repay each month?

Your monthly repayment amount will depend on the type of loan you have, the size of your debt, the length of your repayment period, and the repayment plan you choose.

What Repayment Plans are available?

You have a choice of several repayment plans that are designed to meet the different needs of individual borrowers. If you do not choose a repayment plan when you first begin repayment, you will be placed under the Standard Repayment Plan (with fixed payments for up to 10 years). The amount you pay and the length of time to repay your loans will vary depending on the repayment plan you choose.

Payments were calculated using a fixed interest rate of 6.8% for Direct Subsidized and Unsubsidized Loans disbursed on or after July 1, 2006.
If the student decides to withdraw from the class, a grade of “WM” will be earned and the class will be retaken mitigating circumstances. Extension requests will be evaluated on a case-by-case basis.

If a student was activated during the semester due to Military Deployment, the student can request an “Incomplete” grade and will have 30 days to complete all course work. Extensions are possible given the special circumstances.

Military students must provide a copy of orders to request a withdrawal from the institution for Military Deployment. No academic penalty will be given for deployment. If the student is currently attending a class, the student has the option to complete the course that made the loan. If you don’t know who your loan servicer is, go to www.nslds.ed.gov to find out.

What if I’m having trouble repaying my loans?
You can change repayment plans to suit your financial circumstances.

How do I keep track of how much money I’m borrowing and the type of aid I have?
Student can access the National Student Loan Date System (NSLDS) at www.nslds.ed.gov to see details of your loan(s) by using your PIN number.

Posting Loan Repayment:
Under certain circumstances, you can receive periods of deferment or forbearance that allow you to postpone loan repayment. These periods do not count toward the length of time you have to repay your loan. You cannot get a deferment or forbearance for a loan that is already in default.

Applying for a Deferment or Forbearance:
Receiving deferment or forbearance is not automatic. You must apply for it by contacting the servicer of your loan(s). If you’re not sure who your service is you can go to NSLDS at www.nslds.ed.gov and use your PIN to access all your federal student loan information, including contact information for your loan servicer.

For Perkins Loan, you will need to contact the school you receive the Perkins loan through.

To find out about the types of deferment and forbearance options, go to www.studentaid.ed.gov/repaying. You must continue making payments on your student loan until you have been notified that your request for deferment has been granted. If you do not continue making payments and your deferment is not approved, you may become delinquent and therefore go into default on your student loan.

Consolidating Your Loans:

What is loan consolidation?
Borrowers can combine one or more of federal student loans with various repayment schedules into one Direct Consolidation Loan with one single monthly payment. You could lose borrower benefits if you consolidate, you should carefully review your consolidation options before you apply. Talk to your loan servicer to get more information before you consolidate or go to www.studentaid.ed.gov/repaying.

When can I consolidate my loans?
You can consolidate during your grace period, once you’ve entered repayment, and during periods of deferment or forbearance.

Loan Cancellation:
Is it ever possible to have my federal student loan canceled?
Under certain circumstances, you can have all or part of your loan canceled. For more information, go to www.studentaid.ed.gov/discharges or contact your servicer for more information.

Military Deployment Policy
Military students must provide a copy of orders to request a withdrawal from the institution for Military Duty. No academic penalty will be given for deployment. If the student is currently attending a class, the student has the option to complete the course with the approval of their faculty member and Dean. The student can request an “Incomplete” grade and will have 30 days to complete all course work. Extensions are possible given mitigating circumstances. Extension requests will be evaluated on a case-by-case basis.

If the student decides to withdraw from the class, a grade of “WM” will be earned and the class will be retaken upon return to the University. The “WM” grade will not affect the student’s satisfactory academic progress (SAP) due to Military Deployment.

If the withdrawal is during the semester, no withdrawal fee will be charged. If the student was activated during a term, that term, and the remaining semester, will not incur any charges. Upon re-entry, admissions fees will be waived with copy of military orders. All other admissions and academics requirements will be applicable. Service members, Reservists, and Guard members will be readmitted to their program of study provided that SAP was being made prior to suspending their studies due to service obligations.

Policy on Class Absences Due to Military Service
Students shall not be penalized for class absence due to unavoidable or legitimate required military obligations not to exceed two (2) weeks unless special permission is granted by the Dean. Absence due to short-term military duty in the National Guard or Active Reserve is recognized as an excused absence. To validate such an absence, the student must present evidence to the Dean’s office. The Dean will then notify the student’s faculty for the term.

Students are not to be penalized if absent from an examination, lecture, laboratory, clinicals, or other class activity because of an excused military absence. However, students are fully responsible for all material presented during their absence, and faculty are required to provide opportunities, for students to make up examinations and other work missed because of an excused absence. The faculty member is responsible to provide reasonable alternate assignment(s), as applicable, and/or opportunities to make up exams, clinicals, or other course assignments that have an impact on the course grade. Faculty may require appropriate substitute assignments.

Policy on Military Transfer Credit for Military Training and Education
Everglades University is a Servicemembers Opportunity College (SOC) Consortium institution and provides processes to determine credit awards and learning acquired for specialized military training and occupational experience when applicable to a servicemembers degree program. Everglades University recognizes and uses the American Council of Education (ACE) Guide for the evaluation of educational experiences in the Armed Services in determining the value of learning acquired in military service. Everglades University will award credit for
appropriate learning acquired in military service at levels consistent with ACE Guide recommendations and/or those transcripted by the Community College of the Air Force (CCAF), when applicable to a student’s program.

Procedures
The transferring student must accomplish the following:
- Supply an unofficial military transcript for evaluation during the admissions process
- Order an official military transcript from their respective branch of service
- Ensure the official military transcript is provided to Everglades University by the end of the student’s first semester

Testing and Make-Up Work Policy
Class assignments and homework policies are at the discretion of the instructor. All tests will be announced in advance. Tests will be given periodically during the course. The student is responsible for making arrangements to complete any missed tests and assignments. Students must check with the instructor about material missed during their absence.

STUDENT DISCIPLINARY / COMPLAINT GRIEVANCE PROCEDURES

Student Complaint Procedures
Everglades University’s primary objective is to help its students meet their career goals. Occasionally, students have concerns or problems that need to be addressed. Students can confidentially discuss their problems at any time with instructors, the Student Services Department, or any staff member. Additionally, the University President, Vice President, Vice President of Academic Affairs, Dean of Academic Affairs, and Program Directors maintain an open-door policy regarding students’ problems.

All students are entitled to fair processes and procedures. The University has procedures that allow its students to be heard, convey to the administration concerns they may have and provide a fair hearing for students. The University will retain permanent records concerning formal complaints for a period of five years.

STUDENT COMPLAINT GENERAL

The University is committed to its students and would like to know about student concerns. Students may voice concerns through normal administrative procedures which include meeting with the Student Services Department, or any staff member. Additionally, the University President, Vice President, Vice President of Academic Affairs, Dean of Academic Affairs, and Program Directors maintain an open-door policy regarding students’ problems.

A student who would like to file a written complaint about any issue can do so through the Student Services Department. These procedures apply only to student complaints received in writing.

- A written complaint is submitted in person, by U.S. mail, or by fax. Complaints may not be submitted by email. Complaints should be clearly dated.
- All written student complaints will be acknowledged by the University within 10 business days of receipt of the complaint. The date of receipt should be marked on the complaint.
- Within 15 business days after acknowledging receipt of the complaint, the appropriate administrative office of the University will inform the complainant regarding the institutional response to the complaint.
- Students have the right to appeal the University’s decision in the event they are not satisfied with the University’s response.

The steps to request an appeal are as follows:

Appeal Policy and Procedures

Introduction
The Appeal Committee Panel is a standing committee that meets as needed. The voting members of the committee/panel consist of two (2) faculty members, two (2) staff members, and one (1) student. The voting members of the committee/panel should be non-biased participants. The Director of Student Services is the facilitator of the appeal hearing and is a non-voting member of the proceedings.

Purpose
The Appeal Committee Panel exists as a mechanism to provide a fair hearing for students. The goal of the Panel is to ascertain if Everglades University’s action was fair and appropriate. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the President, will become binding upon the administration as well as the student who filed the appeal.

Request for Appeal
The “Request for an Appeal Committee” form may be obtained from the Director of Student Services at any time during normal business hours. The request form contains the name of the student requesting the appeal process, the date, space for a narrative explanation of the problem/reason for the appeal, name and relation of anyone that will be attending the appeal process with the student and a signature blank.

All “Requests for an Appeal Committee” by a student should be submitted to the Director of Student Services.

Appeal Process and Procedures
- Complete a “Request for an Appeal Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent them self and present his/her case to the panel.
- The “Request for an Appeal Committee” form must be submitted to the Director of Student Services.
- Upon receipt of the “Request for an Appeal Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.
- The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the hearing.
- On the day of the appeal the Director of Student Services will present a brief introduction of the student requesting the appeal as well as members of the panel who will hear the issues. The Director of Student Services will also provide a brief overview of the nature and chronology of the proceedings.
- The student will have ten (10) minutes in which to present his/her views, documentation, and/or other evidence in opposition to the position or action taken by the University.
- During the presentation of the student, members of the panel will have the opportunity to ask questions and view any documentation provided by the student.
- A representative of the University will have ten (10) minutes in which to present the position of the University and/or the basis for the action taken by the University.
- Following the conclusion of the presentation by the University representative, both the student and the representative of the University will have the opportunity for a three (3) minute rebuttal. The student will be permitted to rebut first and the University second.
- Following the rebuttal, the Director of Student Services will ask for final questions.
  a) The student will be instructed as to the date that they can expect notification of the Appeal Panel’s decision.
  b) Then the student and the University representative will be excused.
- The members of the panel will deliberate. This decision will be forwarded to the President for approval. Absent extenuating circumstances, the student requesting the hearing will be notified of the decision within seventy-two (72) hours (3 Business Days).

STUDENT SATISFACTORY ACADEMIC PROGRESS APPEAL

The University’s Satisfactory Academic Progress Policy is detailed in the catalog on pages 91-94. Everglades University students are entitled to fair processes and procedures. Students have the right to appeal Satisfactory Academic Progress decisions by filing a Student Satisfactory Academic Progress Appeal.

- A Satisfactory Academic Progress Appeal is submitted in person, by U.S. mail, or by fax to the Dean of Academic Affairs. A Satisfactory Academic Progress Appeal may not be submitted by email. The student appeal must be based on mitigating circumstances. These include serious illness or injury of a student or serious illness, injury or death of a student’s immediate family member, or other special circumstances. The appeal must also include an explanation as to what has changed in the student’s situation that will allow him/her to make satisfactory academic progress in the returning semester. Enclose supporting documentation from medical doctors, advisors, psychologists, death notices, separation notices, divorce decree, accident reports, etc.
- All written student Satisfactory Academic Progress Appeals will be acknowledged by the University
Title IX of the Education Amendments of 1972 ("Title IX") protects people from discrimination based on sex in education programs or activities which receive Federal financial assistance. Title IX states:

- No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

Everglades University not only complies with the letter of Title IX’s requirements but also endorses the law’s intent and spirit. The University is committed to compliance in all areas addressed by Title IX, including access to higher education, career education, math and science, standardized testing, athletics, education for pregnant and parenting students, learning environment, and technology, as well as sexual harassment.

The purpose of this policy is to ensure that the University’s policies are applied and interpreted in ways consistent with Title IX and other applicable law.

**Discrimination**

Everglades University prohibits discrimination and harassment based on race, color, creed, religion, sex, gender, national origin, citizenship, ethnicity, marital status, age, disability, sexual orientation, gender identity and expression, genetic information, veteran status, or any other status protected by applicable law to the extent prohibited by law.

**Sexual Harassment**

Everglades University defines sexual harassment as unwelcome behavior of a sexual nature that relates to the gender or sexual identity of an individual and that has the purpose or effect of creating an intimidating, offensive or hostile environment for study. This policy applies to all interactions between students and Everglades University faculty members and other faculty, staff, and administrative personnel, and other students.

Conduct alleged to be sexual harassment will be evaluated by considering the totality of the particular circumstances, including the nature, frequency, intensity, location, context, and duration of the questioned behavior. Repeated incidents or a pattern of harassing behavior may be cause for serious corrective action. However, a more serious incident, even if isolated, may be sufficient cause for action under this policy including referral to law enforcement when applicable.
The University’s Title IX Officer

The University appoints a Title IX Officer. The University’s Title IX Officer is Dr. Jayne Moschella, Vice President of Academic Affairs, 5002 T-Rex Avenue, Boca Raton, FL 33431, 561-912-1211.

Investigation of Complaints

A complaint that a student, staff or faculty member has committed sexual harassment or engaged in nonconsensual sexual activity may be made to the Title IX Compliance Officer, or a staff or faculty member. The University will conduct an investigation, as appropriate under the circumstances.

The investigatory process involves interviewing the parties involved and any witnesses while gathering documentary or other evidence. In cases involving alleged criminal conduct, the complainant may file a criminal complaint with the local police department. A complainant need not pursue a criminal complaint in order to seek or to hold the accused responsible through the University’s Student Code of Conduct. As soon as possible, the complainant and the accused will be offered appropriate assistance, and our Academic Affairs department will be contacted if course adjustments are required.

Based on the outcome of the investigation, the assigned Title IX Officer will determine if there is sufficient cause to proceed with the complaint. If so, the Title IX Officer will arrange for an informal resolution conference with the accused. (Complainants do not attend informal resolution meetings but are apprised of the meeting’s outcome.) If the accused does not accept responsibility for the allegations and/or the proposed sanction, the Title IX Officer will determine if the evidence warrants a formal hearing before the Grievance Committee.

The exact nature of the responsive action depends on the circumstances, but may include discipline up to and including suspension or dismissal from the University for a student, staff or faculty who is found to have violated University policies.

Implementing Provisions/Policies

The University will take appropriate action (i.e., an investigation, adjudication and disciplinary and remedial/ corrective steps) in response to a complaint made pursuant to the complaint policies/procedures listed above. The University will make every effort to handle complaints and investigations with sensitivity to both the rights of the person who complains and the rights of the accused.

The University handles complaints discreetly and attempts to maintain privacy throughout the investigatory process, to the extent practicable and appropriate under the circumstances. However, in order to conduct an investigation, it is generally necessary to discuss the allegations with the accused and other potential witnesses. Additionally, the University may have legal obligations to disclose information to law enforcement or in the context of legal proceedings.

Complaints may be made anonymously. While the University endeavors to investigate all complaints, including anonymous complaints, the nature of anonymous complaints makes investigation, determination, and remediation more difficult and, at times, impossible. Further, while the University attempts to protect the identity of complainants who do not wish to be identified, this may not always be possible.

Conflict Resolution

Students are encouraged to first discuss any concerns with their instructor. If the concern is not resolved, they should speak to their program director. Subsequent levels are the associate dean or dean of academic affairs and the campus president. Chain of command should always be utilized for prompt resolution. Everglades University does however maintain an open door policy.

In appropriate cases as determined by the University, conflict resolution may be possible. This is permitted only where both the complainant and accused voluntarily agree to participate, and either party may terminate informal resolution attempts and commence formal Grievance procedures at any time prior to reaching a mutually acceptable resolution. Depending on the circumstances, a mediated resolution may not necessarily involve face-to-face discussions between the complainant and the accused. Certain cases are not appropriate for conflict resolution, such as complaints of particularly egregious sexual harassment or cases involving sexual assault or violence.

Occasionally, an individual makes a complaint and later wishes to revoke their request or to discontinue the investigation or adjudication process. Similarly, it may occur that someone other than the victim reports an incident, and the victim declines to participate in the investigation or adjudication process. In other instances, complaints may be received anonymously and/or the victim may not wish to be personally identified. The University endeavors to respect the wishes of a victim to either not be identified and/or not participate in the process. In these situations, the University attempts to investigate and address complaints in accordance with the victim’s wishes.

If a victim wishes to talk about an incident with the assurance that the discussion will be confidential and will not result in an investigation or follow up action, the University offers confidential resources through the Title IX Officer. Contact with the Title IX Officer that does not result in a complaint being filed with the University or result in action being taken by the University. Anyone wishing to have an incident investigated, mediated or adjudicated must make a complaint in accordance with the procedures described above.

In determining whether sex discrimination, sexual harassment or sexual misconduct occurred, the University does not apply the criminal standard of “beyond a reasonable doubt,” nor do formal court rules of evidence apply. Instead, the University uses a “preponderance of the evidence” standard, and the University may consider any evidence it deems relevant. A “preponderance of the evidence” means the evidence which is of greater weight or is more convincing than opposing evidence such that it is “more likely than not” that an act occurred. If the applicable investigatory or adjudicatory process allows for parties to offer witnesses and evidence, the complainant and the accused will have an equal opportunity to do so. The complainant and the accused will be informed in writing of the outcome of the complaint, to the extent permitted by law. An accused who is a student may appeal the outcome to an impartial decision maker. An employee who is deemed guilty shall have whatever rights are granted by law. The particular method and grounds for appeal are explained in the student policies listed above.

The University endeavors to resolve complaints promptly. Ordinarily, the investigative stage will take no longer than 60 calendar days from the time the complaint is received. In exceptional circumstances (including but not limited to especially complex cases or when the University is not in session), it may be necessary to extend these timelines. If that occurs, the parties will be informed of the expected timeline for completion.

The University prohibits retaliation against any individual who in good faith makes a complaint of sex discrimination, sexual harassment, or sexual misconduct or participates as a witness in a proceeding under this or any other University policy. Retaliation is also unlawful pursuant to Title IX and other laws.

EQUAL OPPORTUNITY/AMERICANS WITH DISABILITIES ACT/FERPA COMPLAINTS

Everglades University admits students of any race, color, and national or ethnic origin. The University’s policy of equal opportunity employment and affirmative action, consistent with Federal policy, is that no person shall, on the grounds of race, creed, color, handicap, national origin, sex, age, political affiliation, sexual orientation, marital status, or belief, be excluded from any training, be denied the benefit of, or be subjected to discrimination in any hiring practice or activity at the University.

Everglades University complies with the Rehabilitation Act of 1973 (Section 504) requiring that no qualified handicapped person will be excluded by reason of the handicap from enrolling in a course of instruction. Students wishing to avail themselves of special adjustments/accommodations under the Americans with Disabilities Act must disclose special needs at time of enrollment. Accordingly, every effort is made to make reasonable adjustments/accommodations. Certain programs may require manual dexterity. Please consult campus Admissions Offices for further information.

Everglades University complies with the Family Education Rights and Privacy Act-1974 (Public Law 93-380) concerning student records. Student information will only be released to any person, agency or legal authority as required by subpoena/legal process or by consent of the student (or eligible parent). Information will only be released on a consent basis where the student or eligible parent has provided written consent, signed, dated and specifying the information to be released, the reason for release and the name(s) of persons to whom the information is to be released.

A student who feels they have not been treated fairly under the University’s state or federal policies has the right to file a written complaint. A complaint should be submitted to the Vice President of the University. These procedures apply only to complaints received in writing.

• A complaint is submitted in person, by U.S. mail, or by fax. Complaints may not be submitted by email.
• Complaints should be dated.
• All written complaints will be acknowledged by the University within 10 business days of receipt of the complaint. The date of receipt should be marked on the complaint.
• Within 15 business days after acknowledging receipt of an Equal Opportunity, Americans with Disabilities, or FERPA complaint, the Vice President will inform the complainant regarding the institutional response to the written complaint.

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• Students have the right to file a grievance with the University in the event they are not satisfied with the University’s response.

The steps to request a grievance are as follows:

**Grievance Policy and Procedures**

**Introduction**

If Everglades University is forced to take action against a student, it still believes strongly that every student has a right to procedural due process in which a student has notice and an opportunity to be heard. If the administration has to take disciplinary measures against a student or other action related to a student, the student may appeal the decision to the Grievance Committee.

Students are encouraged to resolve problems through normal administrative channels. A petition for a grievance hearing must be made in writing and submitted to the Director of Student Services. The grievance is then scheduled to be heard before the Committee. The Grievance Committee panel is a standing committee that meets at 1:00 p.m. each Tuesday if a grievance is to be heard.

The voting members of the Grievance Committee consist of two (2) faculty members, two (2) staff members, and one (1) student. The voting members of the committee/panel are non-biased participants. The Director of Student Services is the facilitator/moderator of the grievance hearing and a non-voting member of the proceedings. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the Office of the President, will become binding upon the administration as well as the student who filed the grievance.

**Purpose**

The Grievance Committee/Panel exists as a mechanism to provide a fair hearing for students. The goal of the Panel is to ascertain if Everglades University’s policy has been adhered to. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the President, will become binding upon the administration as well as the student who filed the grievance.

**Request for Grievance Committee**

The “Request for a Grievance Committee” form may be obtained from the Director of Student Services at any time during normal business hours. The request form contains the name of the student requesting the grievance process, the date, space for a narrative explanation of the problem/reason for the grievance, name and relation of anyone that will be attending the grievance process with the student and a signature blank.

All “Requests for a Grievance Committee” by a student should be submitted to the Director of Student Services.

**Grievance Process and Procedures**

- Complete a “Request for a Grievance Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent them self and present his/her case to the panel.
- The “Request for a Grievance Committee” form must be submitted to the Director of Student Services.
- Upon receipt of the “Request for a Grievance Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.
- The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the Hearing.
- On the day of the appeal Director of Student Services will present a brief introduction of the student requesting the appeal as well as members of the panel who will hear the issues. The Director of Student Services will also provide a brief overview of the nature and chronology of the proceedings.
- The student will have ten (10) minutes in which to present his/her views, documentation, and/or other evidence in opposition to the position or action taken by the University.
- During the presentation of the student, members of the panel will have the opportunity to ask questions and view any documentation provided by the student.
- A representative of the University will have ten (10) minutes in which to present the position of the University and/or the basis for the action taken by the University.
- Following the conclusion of the presentation by the University representative, both the student and the representative of the University will have the opportunity for a three (3) minute rebuttal. The student will be permitted to rebut first and the University second.
- Following the rebuttal, the Director of Student Services will ask for final questions.
  a) The student will be instructed as to the date that they can expect notification of the Grievance Panel’s decision.
  b) Then the student and the University representative will be excused.
- The members of the panel will deliberate. This decision will be forwarded to the President for approval. If absent, the Director of Student Services will notify the President of the decision.
  a) The student will be instructed as to the date that they can expect notification of the Grievance Panel’s decision.
  b) Then the student and the University representative will be excused.
- The members of the panel will deliberate. This decision will be forwarded to the President for approval. Absent, the Director of Student Services will notify the President of the decision.
  a) The student will be instructed as to the date that they can expect notification of the Grievance Panel’s decision.
  b) Then the student and the University representative will be excused.

**STUDENT DISCIPLINARY PROCEDURES**

If a student violates Everglades University’s Standards of Conduct in a classroom, the first level of discipline lies with the faculty member. If a situation demands further action, the dean of academic affairs is responsible. In the absence of the dean, the campus president determines disciplinary action. If a student has a serious objection to the disciplinary action imposed, the student has the right to use the grievance process as outlined in the Everglades University catalog.

When a student violates Everglades University’s Standards of Conduct outside the classroom but on campus, the dean of academic affairs is the first level of discipline. The next level is the campus president. If a student is dissatisfied with the disciplinary action imposed, the student has the right to use the grievance process as outlined in the Everglades University catalog.

**Grievance Policy and Procedures**

**Introduction**

The Grievance Committee Panel is a standing committee that meets as needed. The voting members of the committee/panel consist of two (2) faculty members, two (2) staff members, and one (1) student. The voting members of the committee/panel should be non-biased participants. The Director of Student Services is the facilitator of the grievance hearing and is a non-voting member of the proceedings.

**Purpose**

The steps to request a grievance are as follows:
The Grievance Committee/Panel exists as a mechanism to provide a fair hearing for students. The goal of the Panel is to ascertain if Everglades University’s policy has been adhered to. The Panel will hear evidence, ask questions, review the catalog/handbook policies, deliberate and render an advisory ruling that, upon approval by the President, will become binding upon the administration as well as the student who filed the grievance.

Request for Grievance Committee

The “Request for a Grievance Committee” form may be obtained from the Director of Student Services at any time during normal business hours. The request form contains the name of the student requesting the grievance process, the date, space for a narrative explanation of the problem/reason for the grievance, name and relation of anyone that will be attending the grievance process with the student and a signature blank.

All “Requests for a Grievance Committee” by a student should be submitted to the Director of Student Services.

Grievance Process and Procedures

• Complete a “Request for a Grievance Committee” form. The form must be signed and dated with a full explanation of the problem/reason for the appeal concerning the student. The form must include the names and relation of any additional people to be there on behalf of the student. The student may bring legal counsel to the hearing but legal counsel cannot speak on behalf of the student. The student must represent themselves and present their case to the panel.

• The “Request for a Grievance Committee” form must be submitted to the Director of Student Services.

• Upon receipt of the “Request for a Grievance Committee,” the Director of Student Services will schedule the hearing within 10 business days of receipt of the request.

• The Director of Student Services will return a copy of the Request form to the student with the bottom portion completed to indicate date, place, and time of the Hearing.

• On the day of the appeal the Director of Student Services will present a brief introduction of the student requesting the appeal as well as members of the panel who will hear the issues. The Director of Student Services will also provide a brief overview of the nature and chronology of the proceedings.

• The student will have ten (10) minutes in which to present his/her views, documentation, and/or other evidence in opposition to the position or action taken by the University.

• During the presentation of the student, members of the panel will have the opportunity to ask questions and view any documentation provided by the student.

• A representative of the University will have ten (10) minutes in which to present the position of the University and/or the basis for the action taken by the University.

• Following the conclusion of the presentation by the University representative, both the student and the representative of the University will have the opportunity for a three (3) minute rebuttal. The student will be permitted to rebut first and the University second.

• Following the rebuttal, the Director of Student Services will ask for final questions.

a) The student will be instructed as to the date that they can expect notification of the Appeal/Grievance Panel’s decision.

b) Then the student and the University representative will be excused.

• The members of the panel will deliberate. This decision will be forwarded to the President for approval. Absent extenuating circumstances, the student requesting the hearing will be notified of the decision within seventy-two (72) hours (3 Business Days).

Arbitration Clause for Everglades University

As stated on the Everglades University Application for Admissions, it is agreed that, in the event the parties to the enrollment agreement are unable to amicably resolve any dispute, claim or controversy arising out of or relating to the agreement, or if a claim is made by either the other or any agent or affiliate of the other, the dispute, claim or controversy shall be resolved by binding arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. If this chosen forum or method of arbitration is unavailable, or for any reason cannot be followed, a court having jurisdiction hereunder may appoint one or more arbitrators or an umpire pursuant to section 682.04, F.S. Each party shall have the right to be represented by an attorney at any arbitration proceeding. The expenses and fees of the arbitrator(s) incurred in the conduct of the arbitration shall be split evenly between the parties to the arbitration. However, if Everglades University prevails in the arbitration proceeding, Everglades University will be entitled to any reasonable attorney’s fees incurred in the defense of the student claim. The venue for any proceeding relating to arbitration of claims shall be in the county wherein the institution is located. This agreement cannot be modified, except in writing by the parties.

Enrollment Agreement Disputes/Arbitration Policy

The University’s enrollment agreement is the legal binding document between the student and the University. It is agreed that in the event the parties to this enrollment agreement are unable to amicably resolve any dispute, claim or controversy arising out of or relating to this agreement, or if a claim is made by either the other or any agent or affiliate of the other, the dispute, claim or controversy shall be resolved by arbitration administered by the American Arbitration Association under its Commercial Arbitration Rules. If this chosen forum or method of arbitration is unavailable, or for any reason cannot be followed, a court having jurisdiction hereunder may appoint a panel of arbitrators pursuant to section 682.04, F.S. The expenses and fees of the arbitrator(s) incurred in the conduct of the arbitration shall be split evenly between the parties to the arbitration; however, if Everglades University prevails in the arbitration proceeding, Everglades University will be entitled to any reasonable attorney’s fees incurred in the defense of the student claim. Venue for any proceeding relating to arbitration of claims shall be in the county wherein the institution is located. This agreement cannot be modified except in writing by the parties.

Graduation Requirements

All students must complete the general graduation requirements as prescribed by the University, as well as all degree requirements specified in the degree being pursued. Students meeting these requirements will be issued a Master’s Degree or a Bachelor of Science Degree.

Students should request an exit interview in order to graduate. Accordingly, students must contact their Program Director, Dean of Academic Affairs, or the Vice President to schedule an appointment and/or make arrangements to complete the necessary paperwork.

Only those students who have completed all degree requirements are allowed to participate in the commencement exercises. Students will not be issued a degree or transcript of their records until all debts and obligations owed to the University have been satisfied. Students will not be issued a degree unless they are in good standing according to University policies and regulations. The student must not be on disciplinary probation.

Master’s Degree

Everglades University offers Master’s Degrees in:

- Public Health Administration
- Business Administration
- Entrepreneurship
- Accounting for Managers
- Aviation Management
- Construction Management
- Human Resource Management
- Project Management
- Business Administration, Concentration in:
  - Complementary and Alternative Medicine
  - Aviation Security
  - Aviation Operations Management

Students pursuing one of the aforementioned Master’s Degrees will have successfully completed thirty-six credit hours of study as prescribed in the catalog.

Requirements for Master’s Degree

To be eligible for a Master’s Degree the student must:

- Be admitted and granted degree seeking status.
- Complete a designated course of study that includes at least 36 semester hours of credit. All required courses in a program must be completed.
- Achieve a minimum cumulative GPA of 3.0 in all college work attempted.
Aviation Operations Management

- Complete the last thirty semester hours of credit at Everglades University.
- Any additional requirements imposed by the graduate program coordinator in the student’s major department or by the student’s supervisory committee must be satisfied. A master’s degree student usually takes some work outside the major department. The graduate program coordinator in the major department or the student’s supervisory committee determines the requirements for the minor or supporting courses.
- A student must satisfy the requirements for the degree that are in force at the time the degree is to be awarded.
- Complete an exit interview with all departments.
- Resolve all financial obligations to the University.

Bachelor of Science Degree

Everglades University offers Bachelor of Science Degrees with Majors in:
- Alternative Medicine
- Aviation/Aerospace
- Aviation/Aerospace, Concentrations in:
  - Aviation Operations Management
  - Aviation Maintenance Management
  - Aviation Safety
  - Aviation Security
  - Flight Operations
  - Management
- Aviation Science
- Aviation Security
- Aviation Safety
- Aviation Operations Management
- Aviation Management
- Construction Management
- Crisis and Disaster Management
- Environmental Policy and Management
- Hospitality Management
- Human Resource Management
- International Business
- Land and Energy Management
- Management
- Project Management
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
  - Accounting for Managers
  - Aviation Management
  - Construction Management
  - Human Resource Management
  - Project Management
- Environmental Policy and Management
- Entrepreneurship
- Flight Operations
- Flight Operations Management
- Flight Operations Management, Concentrations in:
  - Aviation Operations Management
  - Aviation Security
  - Aviation Operations Management
  - Aviation Security
  - Flight Operations
  - Management
  - Business Administration

Bachelor of Science Degree

- Complete an exit interview with all departments.
- Resolve all financial obligations to the University.

Distance Learning

Distance Learning Objectives

Everglades University understands and supports the educational needs of adult learners and those who cannot attend on campus classes. Toward that end, a distance learning program has been developed.

It is important to understand what online classes are and what they are not. Online classes are not easy substitutes for on campus classes. In fact, students find online classes as rigorous and demanding as on campus classes. Students are expected to attend the virtual classroom a specified number of times per week. All attendance is monitored. The times are flexible and dictated by the students’ personal schedules; but nonetheless their presence is required and recorded and counts toward the final grades.

An online student is expected to be computer-literate and familiar with the Internet. An orientation course is available to help students improve these skills.

An online class is convenient and flexible. It allows students to work on assignments and participate in class discussions as their schedules permit within reasonable timeframes. Learning is achieved through individual inquiry, collaborative processes (student/student and student/faculty) and personal synthesis of ideas into an understanding of the topic. Outcomes are determined by qualitative analysis of student input, subjective and objective tests, including pre- and post-tests, group and individual projects and case studies.

Distance Learning Programs and Courses of Study

The following programs are available through the distance education program at Everglades University:

Master’s Degrees

- Entrepreneurship
- Business Administration
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
  - Accounting for Managers
  - Aviation Management
  - Construction Management
  - Human Resource Management
  - Project Management
- Business Administration
- Aviation Science
- Flight Operations
- Flight Operations Management
- Flight Operations Management, Concentrations in:
  - Aviation Operations Management
  - Aviation Security
  - Aviation Security
  - Flight Operations
  - Management
  - Business Administration
- Public Health Administration
- Environmental Policy and Management
- Entrepreneurship
- Construction Management
- Crisis and Disaster Management
- Land and Energy Management
- Complementary and Alternative Medicine
- Alternative and Renewable Energy Management
- Environmental Policy and Management
- Hospitality Management
- Crisis and Disaster Management
- Business Administration
- International Business
- Construction Management

Bachelor’s Degrees

- Alternative Medicine
- Aviation/Aerospace
- Aviation/Aerospace, Concentrations in:
  - Aviation Operations Management
  - Aviation Maintenance Management
  - Aviation Safety
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
- Business Administration
- Accounting for Managers
- Aviation Management
- Construction Management
- Human Resource Management
- Project Management
- Aviation Science
- Aviation Science, Concentrations in:
  - Aviation Security
  - Aviation Operations Management
  - Aviation Security
  - Flight Operations
  - Management
  - Business Administration
- Public Health Administration
- Environmental Policy and Management
- Aviation/Aerospace
- Aviation Safety
- Accounting for Managers
- Alternative and Renewable Energy Management
- Environmental Policy and Management
- Land and Energy Management
- Crisis and Disaster Management
- Hospitality Management
- Business Administration
- International Business
- Construction Management

Expected learning outcomes and completion requirements for these programs are identical to those in the on campus program.

Prerequisites for Participation in Distance Learning

Admissions requirements for distance learning programs are identical to on campus programs. Additionally, students must demonstrate the ability to succeed in an online web-based educational environment. An assessment is given during the admissions process to evaluate the student’s abilities in such areas as motivation, self-discipline, computer literacy, and the requirements for successful completion of an online class. In addition, an online orientation and assessment is given to online students by an online trainer to assess computer skills and

Graduation Requirements

- Graduate students must receive a grade of ‘C’ or above in all courses needed toward degree completion. A graduate course in which an ‘F’ has been earned must be repeated until a satisfactory letter grade (e.g., ‘A’, ‘B’, ‘C’) has been achieved.
- The master’s degree coursework must include only those courses numbered 5000 and above.
- Complete the last thirty semester hours of credit at Everglades University.
- Any additional requirements imposed by the graduate program coordinator in the student’s major department or by the student’s supervisory committee must be satisfied. A master’s degree student usually takes some work outside the major department. The graduate program coordinator in the major department or the student’s supervisory committee determines the requirements for the minor or supporting courses.
- A student must satisfy the requirements for the degree that are in force at the time the degree is to be awarded.
- Complete an exit interview with all departments.
- Resolve all financial obligations to the University.

Bachelor of Science Degree

Everglades University offers Bachelor of Science Degrees with Majors in:
- Alternative Medicine
- Aviation/Aerospace
- Aviation/Aerospace, Concentrations in:
  - Aviation Operations Management
  - Aviation Maintenance Management
  - Aviation Safety
  - Aviation Security
  - Flight Operations
  - Management
- Aviation Science
- Aviation Security
- Aviation Operations Management
- Aviation Management
- Construction Management
- Crisis and Disaster Management
- Environmental Policy and Management
- Hospitality Management
- Human Resource Management
- International Business
- Land and Energy Management
- Management
- Project Management
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
- Business Administration
- Accounting for Managers
- Aviation Management
- Construction Management
- Human Resource Management
- Project Management
- Aviation Science
- Aviation Science, Concentrations in:
  - Aviation Security
  - Aviation Operations Management
- Aviation Security
- Flight Operations
- Management
- Business Administration

Master’s Degrees

- Entrepreneurship
- Business Administration
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
  - Accounting for Managers
  - Aviation Management
  - Construction Management
  - Human Resource Management
  - Project Management
- Business Administration
- Aviation Science
- Flight Operations
- Flight Operations Management
- Flight Operations Management, Concentrations in:
  - Aviation Operations Management
  - Aviation Security
  - Aviation Security
  - Flight Operations
  - Management
  - Business Administration
- Public Health Administration
- Environmental Policy and Management
- Entrepreneurship
- Construction Management
- Crisis and Disaster Management
- Land and Energy Management
- Complementary and Alternative Medicine
- Alternative and Renewable Energy Management
- Environmental Policy and Management
- Hospitality Management
- Crisis and Disaster Management
- Business Administration
- International Business
- Construction Management

Bachelor’s Degrees

- Alternative Medicine
- Aviation/Aerospace
- Aviation/Aerospace, Concentrations in:
  - Aviation Operations Management
  - Aviation Maintenance Management
  - Aviation Safety
- Public Health Administration
- Public Health Administration, Concentrations in:
  - Complementary and Alternative Medicine
- Business Administration
- Accounting for Managers
- Aviation Management
- Construction Management
- Human Resource Management
- Project Management
- Aviation Science
- Aviation Science, Concentrations in:
  - Aviation Security
  - Aviation Operations Management
- Aviation Security
- Flight Operations
- Management
- Business Administration

Expected learning outcomes and completion requirements for these programs are identical to those in the on campus program.

Prerequisites for Participation in Distance Learning

Admissions requirements for distance learning programs are identical to on campus programs. Additionally, students must demonstrate the ability to succeed in an online web-based educational environment. An assessment is given during the admissions process to evaluate the student’s abilities in such areas as motivation, self-discipline, computer literacy, and the requirements for successful completion of an online class. In addition, an online orientation and assessment is given to online students by an online trainer to assess computer skills and

Distance Learning • 141
proficiency. Students receiving a low proficiency score from the online trainer are referred to a Program Director, Dean of Academic Affairs, or Vice President for further review prior to starting their program.

Distance Learning Faculty/Student Interaction

Given the unique nature of online learning, faculty/student interaction is critical for success. Online classes offer several opportunities for interaction, both faculty/student and student/student interaction. Some methods of interaction include online lectures, email, document sharing, threaded discussions and chat rooms. Students are required to log in and participate in the online class a specified number of times per week. Faculty log in daily to review, respond and reply to students. Faculty respond within a 24-hour time period. More traditional methods of contact are also available, including phone (toll free for those out of area), fax, and office visits, if feasible.

Distance Learning Facilities and Equipment

Everglades University has computer labs with Internet access that are available for student use. Everglades University provides technical services and training through its online platform. Online students must also have the following hardware and software:

**PC users need the following:**
- Windows 2000, XP, Vista or later version
- Office 2000 Premium, Office XP Professional or later version
- 233 MHz Pentium Processor (minimum) to 733 MHz Pentium Processor
- Sound Card

**Mac users need the following:**
- Mac Os 9.1 or later
- Power PC Processor (604 PowerPC minimum)
- 64 MB of RAM or more
- Speakers

Students are required to have an Internet Service Provider (ISP), an email account, a Java capable browser, and Adobe Acrobat Reader. A high-speed (ISP) connection is recommended with webcam capability.

Distance Learning Student Services

The University provides a sincere and friendly staff to assist in your personal needs. The University is equipped with a variety of resources and referrals to community services. Please contact the Student Services Department for further details.

Distance Learning- Library Resources


An orientation is provided to all students early in their programs of study on how to maximize their effectiveness in using online library resources. The online library is accessible via its website http://www.Evergladeslibrary.com. This link is also accessible to all online students within their online classes. Online students have access to the Everglades University library resources, including a large collection of electronic books.

* For a complete listing of the electronic resources available from the online library, please refer to page 9.

Distance Learning Placement Assistance

Placement assistance for graduates is available to students through the Student Services Department. The Student Services Department can be contacted either by email, telephone or in-person to request placement assistance. Although the University assists students in identifying placement opportunities, it cannot guarantee employment. Online learners are encouraged to visit the Online Career Center at www.collegecentral.com/EvergladesUniversity. Students can display a current résumé, search job openings, and receive job placement assistance.
STAFF AND FACULTY

Staff
Office of the President
President/CEO:
Kristi L. Mollis
MBA Nova Southeastern University
BS Baldwin-Wallace College
Vice President of Academic Affairs:
Jayne Moschella
DC Palmer College
BS Bloomfield College
Fellow of Medical Acupuncture,
International Academy of Medical Acupuncture
Regional Director of Financial Aid:
Seeta Singh-Moollil
ME Everglades University
BS Everglades University
AS Berkeley College
Chief Financial Officer:
Joseph C. Berardinelli
BS Loomany College
Director of Financial Services:
Frederick A. Pfeifer
BA Keiser University
AA Keiser University
Military Affairs:
Jan Del Signore
EdD Nova Southeastern University
MS University of LaVerne
BS Mount Olive College
Director of Marketing:
Shalaana Lawrence
BS Nova Southeastern University
Director\nExecutive Assistant to the President:
Christina Oakley
BS Everglades University
QEP Director:
Jared Bezet
MA Florida Atlantic University
BA University of Central Florida
Administrative Assistant to the Vice President:
Lauren Rajauth
BB A Eastern Michigan University
Online Division
Vice President for Online Division:
David Shelpman, Jr.
MHRM Keller Graduate School of Management
BS DeVry University
AS Daymar College
Head Registrar for Online Division:
Adrian Kaczor
MBA Everglades University
BS Florida Metropolitan University
Registrar for Online Division:
Dana Nugyen
MBA Everest University
Head Bursar for Online Division:
Tangela Andrews
MBA Kaplan University
BA Keiser University
Bursar for Online Division:
Lotaya Myers
BS Delaware State University
Librarian:
Victoria Nikolov
MA University of South Florida
BA Miami International University of Art and Design
Assistant Registrar for Online Division:
Karlene Smith
MBA University of Phoenix
Bookstore Manager for Online Division:
Pamela Peterson
Director of Admissions for Online Division:
Scott Backman
MBA Everest University
BA Elon University
Senior Admissions Counselors for Online Division:
Luis Garcia
BBA Florida Atlantic University
Patricia Ramirez
MA James Madison University
BBA James Madison University
Re-Entry Supervisor:
Ruben Eccles
BA American InterContinental University
Admissions Counselors for Online Division:
Michael Anglin
MBA Northwood University DeVos
BA Northwood University
Irene Bray
MBA Walden University
BA University of Maryland
Karissa Presadahomme
BS Winston Salem State University
Kristine Seeley
BA Lake Forest College
Financial Aid Director for Online Division:
Emily Herron
MBA Tiffin University
BS Tiffin University
Financial Aid Officers for Online Division:
Cornell Adams, Jr.
BS Florida Atlantic University
Elizabeth Moore
BS Texas A&M University
Maze Periquit
BS Nova Southeastern University
Kenrick Raphael
MS Nova Southeastern University
A Florida International University
Alba Rocio-Grant
MBA Kaplan University
BBA Florida Atlantic University
AA Broward College
Online Trainer for Online Division:
Ronne Abukhalaf
MS Embry-Riddle Aeronautical University
Dean of Academic Affairs for Online Division:
Dr. Maryruth Hicks
PhD Capella University
MS Georgia College and State University
MA Ball State Oklahoma
Associate Deans of Academic Affairs for Online Division:
Michael M. Van Dusen
MS Oklahoma State University
BA The University of Oklahoma
Dr. Christopher Mendez
PhD Nova Southeastern University
MS Nova Southeastern University
BS Florida Atlantic University
Gerard John-Williams
MBA Lindenwood University
BBA Davenport University
Director of Student Services for Online Division:
Natcha Nettles
MSHE Kaplan University
Receptionist for Online Division:
Sarah Madarasz
BA Northwood University
Boca Raton Campus
Vice President for Residential Campus:
Earle Peterson
EdD Dowling College
MBA Dowling College
MA Adelphi University
BA Union College
Dean of Academic Affairs for Residential Campus:
Lori Kaufman
MS Long Island University
RD New York Institute of Technolo
Director of Admissions for Residential Campus:
Debra L. Rodrigues
MA University of Rhode Island
BS University of Rhode Island
BS Logan University
Registrar for Residential Campus:
Pamela Quintana
BSIT Brown Mackie College Miami
Bursar/Bookstore Manager:
Kiesha Paul
BA University of Florida
Admissions Counselors for Residential Campus:
Jennifer Pike
BA Florida Atlantic University
Financial Aid Officer for Residential Campus:
Rooseza Miller
AS City College Florida Lauderdale
Assistant Financial Aid Director for Residential Campus:
Anne Rodone
Receptionists for Residential Campus:
Barbara Bockiaro
Kurt Poulin
Orlando Campus
Vice President:
Bert A. Sautner
MS Mountain State University
BS National-Louis University
Dean of Academic Affairs:
Dr. Rosemarie Branciforte
EdD University of Central Florida
MS University of Bridgeport
BA College of Mount Saint Vincent
Financial Aid Director:
Anthony Chambers
BS University of Central Florida
Director of Student Services:
Janie Dickey
BS Nova Southeastern University
MBA Tiffin University
Bursar/Bookstore Manager:
Jamiia Balogun
MS Webster University
BS Western Carolina University
Librarian:
Adam Brody
BS Duquesne University
MS Duquesne University
MSLBE Duquesne University
MLIS University of Pittsburgh

Registrar:
Jane Stinis
BS Western Governor’s University

Director of Admissions:
Maria Contreras
BS University of Phoenix

Admissions Counselor:
Christina Joseph
BS Florida A & M University

Receptionist/Administrative Support:
Tammy Rothstein
BA Saint Leo University

Receptionist:
Rebecca Low

Sarasota Campus

Vice President:
Caroline King
BFA Maryland Institute College of Art

Dean of Academic Affairs:
Melanie York
EdD Nova Southeastern University

Director of Admissions:
Barbara Liu Beasley
BA Avila University

Admissions Counselor:
Katharina Auer
BA University of South Florida

Financial Aid Director:
Courtney Robertson
BS University of South Florida

Director of Student Services:
Melinda J. Waller
MBA Argosy University

Director of Library Services:
Anita Thomas
MLIS University of South Florida
BA Florida State University

Bursar/Bookstore Manager:
Anita Wendzel

Receptionists:
Lucy Alfonso
BS Le Moyne College
Lynn Williams
BS Geneva College

Tampa Site

Vice President & Associate Dean of Academic Affairs:
Dina-Athena Siganos
MA College of Notre Dame of MD

Admissions Counselor:
Heather Eales
BS Tampa Technical Institute

Associate Dean:
Jean Abigail Hamilton
MS Keiser University
BA Stetson University

Director of Admissions:
Timothy Doell
MBA Argosy University
BA University of Pittsburgh

Receptionists:
Brandy Hensley
AS Ultimate Medical Academy
Joyce Hamilton
AA Strayer University

Bursar/Bookstore Manager:
Charles J. Cale LMT
AS Keiser University

Faculty
David Smith, Business Department Academic Advisor

Business and Management

MA Webster University
Diane Ferrel, Allied Health Department Academic Advisor

Advisor, Health Science

MS Florida State University
Dr. Moutaz Abou-Robieh, Business, Management, and Computer Science

Orphilo Borrego, Construction Management

MBA Nova Southeastern University
Benjamin Shane Boutty, Construction Management

JD University of Florida
Jeff Boyer, Alternative and Renewable Energy

MS Union College
William Brown, Aviation Science

MS Embry-Riddle Aeronautical University
Leonard Brzozowski, Management

MBA Dartmouth College
Rene Butyn, Construction Management

MA University of Florida
Vural Buyukozturk, Construction Management

PhD University of Pennsylvania
Keith Bycholski, Economics

PhD University of Georgia

William Apperson, Aviation Science

MS Everglades University
Jennifer Ares, History and English

MA East Tennessee State University
Wendy Achilles, Business and Management

PhD Virginia Commonwealth University
Karen Agugliaro, Health Science

MS Oriental Medicine, Florida College of Integrative Medicine
Desiree Auchey, Business and Management

MBA Avrett College
Richard Audette, Aviation Science

MS Embry-Riddle Aeronautical University
Ryan Avenall, Mechanical Systems

MS University of Florida
Jeanne Bardel, Psychology

MS Millerville State University
Andrea Barsky, English

MA Georgia State University
Jill Barton, Psychology

PsyD Nova Southeastern University
Michael Batiso, Construction Management

MS Florida International University
Jeanne Bedell, Accounting

DBA Argosy University
William Befort, Business and Management

MS Nova Southeastern University
Patricia Bentley, Economics

MBA Baurch College
Anthony Biduck, Philosophy

MA New School for Social Research
Charlene Blackwood, Construction Management

MS University of Florida
Roger Blair, Business and Management

DBA Nova Southeastern University
David Bougie, Health Science

DC Northwestern College
Craig Bythewood, Finance

PhD University of Florida
Jose Calcado, Statistics

MS Iowa State University
Elizabeth Camp, Health Science

ND Southwest College of Naturopathic Medicine
Brent Campbell, Speech

MA Barry University
Craig Capano, Construction Management

PhD Marquette University
MS Clemson University

BS Wentworth Institute of Technology
Lili Carpenter, Biology

PhD University of Memphis
Penny Carr, Health Science

DC Life University
Peggy Caserto, Alternative and Renewable Energy

PhD Wayne State University
Mark J. Cervasio, Aviation Science

MBA Embry-Riddle Aeronautical University
David Charak, Biology

MBA Brooklyn College
Ali Choudhry, Mathematics and Business

PhD Touro University International
Ike Chukwuma, Economics, Finance, and Management

MS Alabama A&M University
Jim Clark, Computer Science and Information Technology

EdD Nova Southeastern University
Katherine Clements, Health Science

ND Bastyr University
Gregory Conde, English

MS Illinois State University
Dianne Cogburn, Health Science

MBA University of North Carolina
Phil Copare, Construction Management

MS Rollins College
Phil Corso, Alternative and Renewable Energy

MS Newark College of Engineering
Heather Crider, Health Science

ND National College of Naturopathic Medicine
Mike Cullinan, Aviation Science

MS Southeastern Oklahoma State University
Steven Cuono, Health Science

DC Palmer College of Chiropractic
Michael Dausel, Aviation Science

DC New York Chiropractic College
Dr. Janis Davis, Health Science

MS Embry-Riddle Aeronautical University
Nan Deardorff-Clarin, Health Science

ND Bastyr University
Robert Menke, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Marvin Merritt, *Health Science*

DC Life Chiropractic College

Jared Meyer, *Finance*
- MS University of Tampa
- MBA Auburn University

Andrea Michaels, *English*
- MA Northeastern Illinois University
- MA Roosevelt University
- BA University of Wisconsin-Parkside
- AA College of Lake County

Maria Miller, *Construction Management*
- MS Oklahoma University

Albert Mixner, *Construction Management*
- MS Rollins College

Guillermo Morales, *Construction Management*
- MS University of Florida

Guillermo Morales, *Construction Management*
- MS University of Florida

Allan Montanari, *Alternative and Renewable Energy Management*

Wayne Morris, *Chemistry*
- MS Texas A&M University

Madeline Angela Meyer, *Health Science*
- PhD Witten University

Michael Myers, *Accounting, Business and Management*
- MBA Wright State University

Anne Natale, *Health Science*
- MA New School for Social Research

Martin Nemeroff, *Biology*
- PhD State University of New York, University at Buffalo

Rami Omar, *Business and Management*
- MA Webster University

Theo Owusu, *Computer Science and Business*
- DSc, Robert Morris University

Bradley Paluch, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Lynn Paredes-Manfredi, *Political Science*
- MA University of Central Florida

Antonio Parrilla, *Computer Science and Information Technology*
- MA Webster University

Ryan Paunovich, *Computer Science and Business*
- MIT American InterContinental University

Marjorie Peak, *Alternative Medicine*
- ND Southwest College of Naturopathic Medicine
- BA Florida State University

Clinton Perle, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Johanna Perez, *Health Science*
- MS Oriental Medicine, Atlantic Institute of Oriental Medicine

Juan Perez, *Management*
- MS Troy State University

Richard Petrucci, *Information Technology*
- MS U.S. Naval Postgraduate School

Joseph Polkaz, *Business and Management*
- JD Stetson University

Mark Popp, *Construction Management*
- MS Georgia Institute of Technology

Felice Proccacio, *Aviation*
- MS Embry-Riddle Aeronautical University

Philipp Puaschunder, *Mathematics*
- MNS University of Vienna

Barry Rainwater, *Business Administration*
- DBA Nova Southeastern University

Richard Raguso, *Health Science*
- DC New York College of Chiropractic

Joann Raphael, *Economics*
- PhD University of Houston

Phyllis Rhodes, *Computer Science and Information Technology*
- MS Nova Southeastern University

Jose Rosario, *Accounting and Construction Management*
- MS University of Central Florida

Gary Rodgers, *Business and Management*
- PhD Capella University

MBA Rutgers Graduate School of Management

Nilda I. Rosario, *Health Science*
- MS Capella University

Donna Rossi, *Speech*
- MA State University of New York

Michael Runci, *Business and Management*
- MBA Boston University

Denise Santiago, *Construction Management*
- MS Florida International University

Thomas Santucci, *Health Science*
- MS Oriental Medicine, Acupuncture and Massage College

Charity Sapp, *Business*
- MBA Keller University
- BS DeVry University

Suzan Sarhan, *English and Literature*
- MA Hunter College

Thomas Schulte, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Jeffrey Schwab, *Alternative Medicine*
- DC National University of Health Sciences
- BA Indiana University

Karen Scotti, *Health Science*
- DC New York Chiropractic College

Jaichand Sewkarran, *Business and Management*
- PhD Capella University

Kalina Shannon, *Health Science*
- MS Bary University

Toney A. Sharpe, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Eva Shoop-Shafor, *English*
- PhD Auburn University

Graeme Smith, *Biology*
- PhD Rutgers University

Steve Sonmez, *Alternative and Renewable Energy*
- MS New York Institute of Technology

Ronald Sperano, *Computer Science and Business*
- PhD Nova Southeastern University

Marcus Stafford, *Biology*
- MS Southern Connecticut State University

George Stallard, *Business and Management*
- MSMR Nova Southeastern University

John Sullivan, *Construction Management*
- JD Regent University School of Law

John J. Sullivan, *Business and Management*
- PhD Capella University

Kathryn Swedrock, *Health Science*

ND Southwest College of Naturopathic Medicine

Kaya Tarhan, *Alternative and Renewable Energy*
- MBA University of Phoenix

Benjamin Taylor, *Physics*
- EdD University of Central Florida

Anthony Temperino, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Judith Thompson, *Health Science and Nutrition*
- ND National College of Naturopathic Medicine

Audeliz Torres, *Aviation Science*
- MS Embry-Riddle University

Leonard Townsend, *Construction Management*
- JD Fordham University

Cesar Tristano, Jr., *Economics*
- MA University South Florida

Johanna Perez, *Health Science*
- MS Oriental Medicine, Atlantic Institute of Oriental Medicine

Juan Perez, *Management*
- MS Troy State University

Richard Petrucci, *Information Technology*
- MS U.S. Naval Postgraduate School

Joseph Polkaz, *Business and Management*
- JD Stetson University

Mark Popp, *Construction Management*
- MS Georgia Institute of Technology

Felice Proccacio, *Aviation*
- MS Embry-Riddle Aeronautical University

Philipp Puaschunder, *Mathematics*
- MNS University of Vienna

Barry Rainwater, *Business Administration*
- DBA Nova Southeastern University

Richard Raguso, *Health Science*
- DC New York College of Chiropractic

Joann Raphael, *Economics*
- PhD University of Houston

Phyllis Rhodes, *Computer Science and Information Technology*
- MS Nova Southeastern University

Jose Rosario, *Accounting and Construction Management*
- MS University of Central Florida

Gary Rodgers, *Business and Management*
- PhD Capella University

MBA Rutgers Graduate School of Management

Nilda I. Rosario, *Health Science*
- MS Capella University

Donna Rossi, *Speech*
- MA State University of New York

Michael Runci, *Business and Management*
- MBA Boston University

Denise Santiago, *Construction Management*
- MS Florida International University

Thomas Santucci, *Health Science*
- MS Oriental Medicine, Acupuncture and Massage College

Charity Sapp, *Business*
- MBA Keller University
- BS DeVry University

Suzan Sarhan, *English and Literature*
- MA Hunter College

Thomas Schulte, *Aviation Science*
- MS Embry-Riddle Aeronautical University

Jeffrey Schwab, *Alternative Medicine*
- DC National University of Health Sciences
- BA Indiana University

Karen Scotti, *Health Science*
- DC New York Chiropractic College

“Attending Everglades University made my life easier because I was able to continue to work full time and attend college full time. Anyone who is seeking to attend a college should choose Everglades University. The staff/faculty is so helpful, understanding and kind. I am very pleased that I made Everglades University my choice for college and I would do it again if I had to.”

– Andrea Walton, Bachelor of Science in Alternative Medicine Graduate, 2015
FACULTY BIOGRAPHIES

Everglades University Center for Teaching and Learning

Dr. Ellen R. Scalese - PhD Technology in Education and Educational Specialist degree in Online and Adult Education, Nova Southeastern University; MEd Library Media, Bridgewater State College

Dr. Scalese is the Director of the Center for Teaching and Learning, specializes in teaching and learning, with an expertise in adult and online education. In almost 2 decades of work in post-secondary academia, she has developed expertise in growth management, developing new programs, aligning on-ground and online programs, recruiting, hiring, on-boarding, and training online and on ground faculty, leading virtual teams, accreditation for online programs, developing new or improving existing curriculum, implementing learning management systems, cross-training and developing inter-department cooperation to maintain the best support for online students, and evaluating online programs. She has presented at multiple conferences on Best Practices in Adult and Online Learning and Student Retention. Her dissertation was “A Model to Increase Persistence in Postsecondary Online Learning.”

Everglades University Boca Raton Campus

ALLIED HEALTH

Dr. Linda Abbott - DC Life University

Dr. Abbott is currently in an active chiropractic practice in South Florida. Dr. Abbott has worked in various aspects of the healthcare industry for the past fifteen to twenty years. Prior to that, she was a faculty at Life Chiropractic College and in private practice in Georgia.

Ms. Lori Kaufman - MS Nutrition, Long Island University

Ms. Kaufman completed her Dietetic Internship in Nutrition at New York Institute of Technology and holds a Holistic Nutrition Certificate from the Institute of Holistic Integration. She is a registered dietitian with a Holistic Health Counseling approach. Currently, she provides individual and group setting counseling on behavior modification, weight loss, and healthy living. She worked as a renal dietitian in both a hospital setting and a dialysis center. In 2006, Ms. Kaufman opened LoriKWellness where she provides nutritional guidance and work closely with individuals on developing a health relationship with themselves and with food.

Dr. Lawrence Klosky - DC New York Chiropractic College

Dr. Klosky is a licensed Chiropractor and has been in practice for 35 years treating all types of muscular skeletal matters. Dr. Klosky is an active member of the American Chiropractic Association, the Florida Chiropractic Association, the Dade County Chiropractic Society, the Council of Roentgenology, and the Council of Diagnosis and Internal Disorders. Dr. Klosky has been teaching for over 10 years and declares it as his passion.

AVIATION

Mr. Bradley Paluch - MAS, Embry-Riddle Aeronautical University

Mr. Paluch began flying in 1997. He has been a FAA certificate flight instructor since 2005 and has trained over 100 students over an eight year period while maintaining an 80% first attempt pass rate. Since 2012, Mr. Paluch has served as a FAR Part 135 airline captain for Island Wings, Inc. and as of 2013, he has also served as a FAR Part 135 airline flight instructor. Mr. Paluch received a Gold Deal Flight Instructor Certificate in 2007.

Mr. Anthony Temperino - MAS specializing in Airport Operations & Aviation Safety, Embry-Riddle Aeronautical University

In his current profession, Mr. Temperino directs critical operations to ensure compliance with FAA administrative policies, procedures, protocols, Aircraft Insurance coverage, and domestic international regulations. He is responsible for weather-related decisions, hazard controls, and safety programs, and participates in contract negotiations and flight dispatch. Mr. Temperino also served as a line captain and flight instructor. He is certified as a Commercial Pilot, Flight Instructor, and an Instrument Flight Instructor.

BUSINESS

Mr. Ikem Chukwuma - MS Economics, Alabama Agricultural and Mechanical University

Mr. Chukwuma is currently pursuing a PhD in Management with a concentration in Finance at Walden University. Mr. Chukwuma is a proprietor providing consulting and financial planning that includes ratio analysis, leverages, cash budgeting, capital structure, Net present value (NPV), Capital pricing model (CAPM) concept and valuation principle as it applies to corporate finance. He is also a small business seminar speaker.

Mr. Philip Corso - MS Electrical Engineering, Newark College of Engineering

Mr. Corso has spent 58 years in the field of Electrical Power Engineering as an employee, a teacher of electrical courses, a supervisor of Power Plant operations, and manager of an Electrical Consulting Company. Mr. Corso maintains contact with several technical websites and energy-related corporations providing answers to questions in the areas of electrical power systems, electrical failure forensics, and Safety Instrumented System. He was endorsement by EPRI for a safety system that increases the capacity factor of nuclear plants and has two patents for an apparatus that reduces the frequency of unwarranted plant outages, including nuclear. He has also received acclamations from the National Academy of Science as a participant in study of a near-disastrous LNG event. Mr. Corso has published and presented at numerous conferences including the Journal of System Safety Society, JOAP Maintenance Conference, Process Plant Reliability Conference, ISA/EPRI Automation Conference, and NPGA.

Mr. Robert Deer - MBA specializing in International Business, St. Peters College

Mr. Deer currently works for Principal of Unique Management Solutions Inc., which is a consultant firm developing management solutions and branding strategies for Latin and South American. He was the 2004 Educator of the Year in the Undergraduate Business program at American Intercontinental University and the 2006 Educator of the Year award at the University of Phoenix in Florida.

Dr. Borivoje-Boris Djokic - PhD Statistics, University of Belgrade, MS. University of Belgrade

Dr. Djokic has spent 21 years working at the University of Miami, of which he spent 16 years working for the department of Pediatrics as a Bio Statistician and Assistant Director for Computer Support. He has a number of publications within the medical field in the New England Journal of Medicine, Journal of Pediatrics in South Florida, and Infectious Diseases Bio Markers.

Ms. Tammy Good - MS Construction Management, Florida International University

Ms. Good currently works for the City of Pompano Beach in the capacity of Civil Engineer II. Her primary responsibilities are design, construction, and management of all facets of construction ranging from building new Sanitary Sewer Lift Stations, Multi-acre Parks, Library/Cultural Centers, Building Renovations, and Runway and Taxiway construction at the Airpark. She has worked for 16 years at Pompano and have more than 20 years of experience in the construction industry. She holds several licenses and certifications which include, PMP, LEED BD+C, and Class C Water Treatment Operator to name a few.

Dr. David Kalicharan - DBA Marketing, Argosy University; MBA, Nova Southeastern University

Dr. Kalicharan has spent over 25 years in the corporate environment working in several countries including the US, building broken companies. His area of specialty is in Sales &Marketing. Dr. Kalicharan has managed the marketing department of several small businesses and worked as a market development manager for two multinational corporations. During his tenure in the corporate world, his area of emphasis was on training and development of sales staff and development and execution of growth oriented strategies. As a market development manager, he has developed and managed several B2B relationships and won several government contracts. He has been teaching graduate and undergraduate students for several years mainly in the areas of marketing, strategic management and international business. Occasionally, he provides training and consulting services to companies through Training and Consulting Solutions, a company he started a few years ago.

GENERAL EDUCATION

Mr. David Mark - MP English, CUNY Graduate Center; MA English Literature, Queens College

Mr. Mark received his Rabbinical Ordination from The Academy for Jewish Religion. Mr. Mark teaches at several universities and was a member of Sigma Tau Delta – National English Honor Society and National Council Teachers of English. He works on and produces poems, short stories, and rabbinical commentary for online and print publication, including the Sun-Sentinel.

Dr. Martin Nemeroff - PhD Biological Sciences, University of Buffalo; MA, University of Buffalo

He has published thirteen papers in scientific journals, a chapter in a book, and one paper in an education journal. He is the recipient of the NIH Postdoctoral Fellowship, the Exxon Postdoctoral Fellowship, and the NIH Pre-doctoral Travel Award.
Everglades University Online Division

GENERAL EDUCATION

Dr. Jill Barton- PsyD, Nova Southeastern University; BS Psychology, Michigan State University

Dr. Barton has experience as an education consultant specializing in the areas of intelligence, proficiency and psychological test administration and evaluation. She is a trained clinical psychologist, with experience administering over 600 intelligence and achievement evaluations to students and veterans at the Miami VA. Assessment instruments include the Wechsler, WISC, Woodcock Johnson IIIA, WIT, MMPI, and Bender Visual Motor Gestalt test. Dr. Barton attends a minimum of 9 hours of continuing education (CE’s) per year in her discipline.

Dr. Elka Ivanova- PhD Computer Science, Higher Attestation Commission, Sofia, Bulgaria; MSc of Mathematics with specialization in Computer Science, University of Sofia, Sofia, Bulgaria

Dr. Ivanova has more than 20-years’ experience teaching university level math. She has experience working as a programmer and a research fellow at a Teleprocessing Systems Institute. She enjoys reading professional journals, participating in conferences and workshops for best teaching practices, as well as for developing an understanding of innovative teaching methods and new platforms for teaching online. She has been the recipient of the Evelyn C. Keiser Teaching Excellence Award “Instructor of Distinction” for 2007, 2008, 2009 and 2010.

Dr. Eva Shoop-Shafor- PhD Auburn University, Auburn, AL; MA English, Auburn University, Auburn, AL; BA English, University of Florida, Gainesville, FL

Dr. Shoop-Shafor specializes in contemporary American Literature and writing across the disciplines. She has taught composition and English literature courses at several universities, in a state prison system, and, since 2011, for Everglades University. Dr. Shoop-Shafor presents her scholarship annually at conferences including the annual meetings of the Modern Language Association and the American Culture/Popular Culture Association.

ALLIED HEALTH

Dr. Linda Abbott - DC Life Chiropractic College

Dr. Abbott is in active chiropractic practice in South Florida and has worked in various aspects of the healthcare industry for nearly twenty years. Prior to that, she taught as a faculty member at Life Chiropractic College and held a private practice in Georgia. Dr. Abbott maintains her license through completing continuing education courses in topics such as business, nutrition, manipulative techniques, HIV/AIDS, posture and taping. She has been recognized with several Faculty of Distinction awards from Everglades University and has taught with the University since 2005.

Dr. Nan Deardorff-McClain-ND, Bastyr University

Dr. Deardorff-McClain has worked in private practice as a Naturopath with a focus on homeopathy and Bach Flower remedies. She also likes to educate people on the importance of good nutrition. Teaching has always been a big part of her practice whether it is one-on-one or with a large group in the online classroom. The educational element really excites her. Each year she attends at least one seminar on classical homeopathy and she reads naturopath-oriented medical journals such as the Townsend Letter. She particularly enjoys working with adolescents and she recently conducted a workshop.

Ms. Diane Ferel- MS Dietetics, Florida State University

Ms. Ferel works in clinical, community and private settings performing nutrition assessing, counseling and teaching. She earns Continuing Education Units regarding health and nutrition each year to maintain her knowledge base and licensure, and she reads various materials including clinical studies to stay current in her discipline. Ms. Ferel received the “Instructor of Distinction” award at Everglades University from 2006-2012 and was awarded the Evelyn C. Keiser Teaching Excellence Award in 2008. She has been teaching at Everglades University since 2006.

Ms. Tammy Fogarty- PBD Dietetics and Nutrition (in progress); MS, Florida International University

Ms. Fogarty began working as a clinical nutritionist providing nutrition education to individuals battling cancer and HIV and later provided nutrition support in ICU and trauma units. In 2005 she made a career change to join the Everglades Team as Department Chair of Allied Health. She has served on the SACS leadership team to obtain regional accreditation for the University and continues to teach courses in Alternative Medicine.

Dr. Andrea Goldstein- PhD Clinical Psychology with Specialization in Forensics and Neuro-Psychology, Miami Institute of Psychology; MS, Miami Institute of Psychology; MS Mental Health Counseling, Nova Southeastern University

Dr. Goldstein is a forensic psychologist who has worked at maximum security psychiatric facilities. She has worked in family court as a mediator and conducts stress reduction and relaxation workshops across the country. Dr. Goldstein attends conferences and workshops and has presented Continuing Education Units for professionals in the mediation and educational fields. She has authored a McGraw Hill textbook entitled Creative Concepts in Psychology. Dr. Goldstein has taught at Everglades University for seven years.

Dr. Michael Hall-ND, National College of Naturopathic Medicine

Dr. Hall believes the mission of E.U. aligns with his own, which is to share the powerful knowledge of natural health and wellness. He completed a residency in family medicine after finishing his doctorate, earning a certified residency certificate of completion, which few ND graduates are able to do. He ran an I.V. department using chelation, vitamin therapy and other alternative medicine treatments and has also served as a scientific advisor and writer for a large alternative medicine company. Dr. Hall attends scientific and medical conferences, is a member of naturopathic medicine associations and communities where members share information and treatment protocols, and has written scientific articles for Life Extension Magazine. He has been in private practice for seven years and has taught for Everglades University for over five years.

Dr. Bret Hoffer- DC, Life University

Dr. Hoffer has 16 years of active Chiropractic practice and owns two facilities where he practices in California. He completes continuing education coursework and seminars for updated professional practices and procedures. Dr. Hoffer has taught with Everglades University for nine years.

Ms. Claudia Johnson- MSc, Florida Atlantic University

Ms. Johnson is currently the Group Leader for a team of scientists and technicians involved in process development for a pharmaceutical company specializing in development of drug compounds for immune compromised patients. She previously worked as a research chemist as well as a quality control chemist. Ms. Johnson has published an article in the Advances in Experimental Medicine and Biology journal and has taught at Everglades University since 2011.

Dr. Ross Kerievsky- DC Palmer College of Chiropractic, ND Southwest College of Naturopathic Medicine

Dr. Kerievsky has spent the past thirteen years in private practice working with auto-injuries and workers injuries. He has attended conferences including the Arizona Association of Chiropractic continuing education convention and the Arizona Naturopathic Medical Association continuing education convention. Dr. Kerievsky has also presented at the Arizona Naturopathic Medical Association about the upcoming change from ICD- to ICD-10. He has taught for Everglades University for 6 years.

Dr. Brett Lieberman-ND, National College of Natural Medicine

Dr. Lieberman is a licensed Naturopathic Doctor who specializes in family practice and utilizes lifestyle counseling, nutrition, Western herbal medicine, classical homeopathy and other complementary therapies to help patients on their paths to wellness. Dr. Lieberman has published journal and newspaper articles on natural medicine topics such as childhood nutrition, natural treatments for menopause and classical homeopathy. He stays up-to-date in his field by attending holistically and conventionally oriented medical seminars and reading medical research and literature. Dr. Lieberman has taught at Everglades University since 2006.

Ms. Johanna Jacobs- MS of Oriental Medicine, Atlantic Institute of Oriental Medicine, Fort Lauderdale, FL; BS Health Science, Atlantic Institute of Natural Medicine, Fort Lauderdale, FL

Johanna Perez finds traditional Chinese medicine and related modalities a rewarding field to be a part of and her private practice has grown progressively since she opened in 2005. She presently specializes in women’s wellness and offers treatments to bring patient’s health into a state of balance that suits their daily routine and natural tendencies. Johanna recently became certified in the Mei Zen Cosmetic Acupuncture System. Pre-natal acupuncture is one of her favorite areas of expertise. In the future she plans to continue her education in the treatment of children. Dr. Perez has had several articles published in the Palm Beach edition of Natural Awakenings regarding women’s health and wellness.

Dr. Andrea Pryce- ND, Southwest College of Naturopathic Medicine

Dr. Andrea Pryce earned her Doctor of Naturopathic at Southwest College of Naturopathic Medicine. She is currently in private practice and has been with Everglades University for over 2 years.
Dr. Karen Scotti- DC, New York Chiropractic College, Glen Head, New York; MS of Business Administration, University of Bridgeport, Bridgeport, CT

Dr. Scotti is credentialed to teach several traditional and non-traditional degree courses that include, but are not limited to, Anatomy and Physiology, Exercise Physiology, Chiropractic, Kinesiology, Manual Therapies, History of Medicine, Women’s Health, Complimentary and Alternative Approaches to Disease, and Consultative and Diagnostic Techniques. Dr. Scotti maintains a private practice that caters to animals with specific needs, disabilities, and chronicity. Non-invasive chiropractic techniques are administered to the pet for a variety of acute and chronic musculoskeletal problems. This is an integrative practice, working with Affiliate Veterinary physicians utilizing state of the art modalities and techniques to remove vertebral subluxation in small animals. Dr. Scotti also serves on various committees specific to curriculum development and course evaluation.

Dr. Judith Thompson- ND, National College of Natural Medicine

Dr. Thompson specializes in Ayurvedic Medicine and is an international consultant on Naturopathic medicine and the President of the Florida Naturopathic Physicians Association. She maintains her license by completing continuing education every year. Dr. Thompson has offered public lectures and workshops on Naturopathic Medicine since 2005 and presents at various conferences including the National Conference of the American Association of Naturopathic Physicians and the Annual Meeting of Florida Naturopathic Physicians Association. She has been teaching at Everglades University for six years.

Mr. Ira Locks

Mr. Ira Locks is a development and construction manager with over fourteen years of experience providing design, construction/design management, and energy management services. Mr. Locks was awarded the Grand Aurora Award in recognizing environmentally friendly alternative energies. He has experience with a variety of projects including luxury apartments, construction/design management, and energy management services including process improvement and energy management. Mr. Locks is responsible for all aspects of the multimillion dollar business. He specializes in site development, airport, public work, residential and office projects. For three years, he has owned a general contracting company and has been a consultant providing estimating and project management services. Mr. Locks is a Florida licensed general contractor and is PMP and LEED AP certified. He has taught for Everglades University since 2008.

Dr. Catherine Klinger- PhD Organizational Behavior and Development, The Union Institute, Cincinnati, Ohio; MBA Business Administration, University of Houston, Clear Lake, Texas

Dr. Klinger owns a private business consulting practice and serves as a pro-bono consultant to the City of Palm Beach, SCORE and Micromentor. She specializes in Organizational Behavior and Development, which involves understanding the behavior of individual employees, leaders and work teams and applying this understanding to organizational change and improvement efforts, including strategic planning. She is currently writing a book that provides keys to career success and has taught with Everglades since 2011.

Mr. Mahoney- MS Aviation, Everglades University

Mr. Mahoney works as an airline transport pilot, serving US Airways for thirty-six years and is currently flying Airbus 330 on international routes. For forty years he has been a certified flight instructor specializing in older pilots, and he has also worked as a corporate, cargo and commuter airline pilot. Mr. Mahoney holds an accreditation as a Master CFI Emeritus and has participated in Aviation Safety Seminars for the FAA Team Safety Program and local Experimental Aircraft Association chapter safety programs. He has taught for Everglades University for nine years.

Mr. Michael Van Dusen- MS Natural and Applied Sciences Specialization in Aviation Management, Oklahoma State University

Mr. Van Dusen worked in Airport Operations and Safety for four years at Tulsa International Airport in Oklahoma, earning flight ratings through his Commercial Instrument Multiengine through Flight Safety International. For seven years, he was employed as Director of Aviation at two campuses of a local university.

Mr. James Strickland- MS Embry-Riddle Aeronautical University; BS, Embry-Riddle Aeronautical University

Mr. Strickland was a Naval aircrewmans and worked in the Powerplant Division before working as a Course Developer for a government contractor and then a Lead and Assistant Manager at Delta Airlines. Mr. Strickland attended Airbus for Training/Boeing Training and Elite Training each year. He retired in 2009 and now teaches high school and has been teaching at Everglades for six years.

Mr. David Smith- MA Management, Webster University

Mr. Smith brings over thirty years of management, leadership, and supervisory experience to his roles as faculty member, academic advisor and past Department Chair at Everglades University. He is a two time Air Force squadron commander and deputy group commander of wartime en route airlift operations group. He also worked as an office manager in a local insurance business and was responsible for all aspects of the multimillion dollar business. Mr. Smith has received the Evelyn C. Keiser Teaching Excellent Award, “Instructor of Distinction” in 2009 and 2010. He has been part of the Everglades Team since 2008.

Dr. Jeffrey LaPoint- EdD Educational Leadership, University of Phoenix; MS Aeronautical Science, Embry-Riddle Aeronautical University

Dr. LaPoint is a retired US Air Force officer with more than 25 years aviation experience. He is also a qualified Flight Crew Training Instructor for the world’s largest airline instructing pilots in state-of-the-art, fly-by-wire Airbus A-320/A-350 aircraft. He conducts simulator, flight training device (FTD), integrated procedures trainer (IPT), and classroom instruction on flight procedures, aircraft systems and crew resource management. Dr. LaPoint has taught for Everglades University since 2006 and has published articles in the International Journal of Business & Social Science and US Airways Safety Vector Magazine.

Mr. David Smith: MA Management, Webster University

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Mr. Thomas Schulte- MS Aeronautical Science, Embry-Riddle Aeronautical University; USAF Safety Officer and Aircraft Accident Investigation, Southern California Safety Institute; BS Aeronautical and Astronautical Engineering, Ohio State University

Mr. Schulte is a Captain for the American B-727, 737, 757, 777 MD-80, a US Air Force Lieutenant Colonel and Instructor Pilot. He gained 670 hours of combat time in Iraq and Afghanistan with eight air medals, the USAF Meritorious Service Medal and the Combat Air Support Medal and was also Deployed as Detachment Commander and Chief of Safety for 366 ERS/KDAB. Mr. Schulte is an experienced aircraft accident investigator for NTSB/USAF. He is beginning a doctoral program in Aircraft Accident Investigation at Embry-Riddle and has been teaching for Everglades for over five years.

Mr. James Strickland- MS, Embry-Riddle Aeronautical University; BS, Embry-Riddle Aeronautical University

Mr. Strickland was a Naval aircrewmans and worked in the Powerplant Division before working as a Course Developer for a government contractor and then a Lead and Assistant Manager at Delta Airlines. Mr. Strickland attended Airbus for Training/Boeing Training and Elite Training each year. He retired in 2009 and now teaches high school and has been teaching at Everglades for six years.

Mr. Michael Van Dusen- MS Natural and Applied Sciences Specialization in Aviation Management, Oklahoma State University

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Dr. Karen Scotti- DC, New York Chiropractic College, Glen Head, New York; MS of Business Administration, University of Bridgeport, Bridgeport, CT

Dr. Scotti is credentialed to teach several traditional and non-traditional degree courses that include, but are not limited to, Anatomy and Physiology, Exercise Physiology, Chiropractic, Kinesiology, Manual Therapies, History of Medicine, Women’s Health, Complimentary and Alternative Approaches to Disease, and Consultative and Diagnostic Techniques. Dr. Scotti maintains a private practice that caters to animals with specific needs, disabilities, and chronicity. Non-invasive chiropractic techniques are administered to the pet for a variety of acute and chronic musculoskeletal problems. This is an integrative practice, working with Affiliate Veterinary physicians utilizing state of the art modalities and techniques to remove vertebral subluxation in small animals. Dr. Scotti also serves on various committees specific to curriculum development and course evaluation.

Dr. Judith Thompson- ND, National College of Natural Medicine

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Mr. Ira Locks

Mr. Ira Locks is a development and construction manager with over fourteen years of experience providing design, construction/design management, and energy management services including process improvement and environmentally friendly alternative energies. He has experience with a variety of projects including luxury apartments, mixed use, affordable apartments, light commercial and retail facilities. Mr. Locks was awarded the Grand Aurora Award from the Southeast Building Conference. He is working on a book entitled "Teaching Buildings to Dry Themselves" and conducting field research on the exterior envelope of buildings in Florida with electrolysis problems with nails and wood corrosion. This year, Mr. Locks will act as project manager for a charitable renovation project, The Extreme Village Makeover, which will provide refurbished vacation accommodations for children with life-threatening illnesses.
Dr. Deidre Keeler - Doctor of Naturopathic Medicine, University of Bridgeport; BS Oceanographic Technology, Florida Institute of Technology

Upon graduating from UBCNM in 2006, I moved back to my home state of Florida, where my family settled in Ormond Beach. I worked for an MD/ND in Orlando counseling his patients in homeopathy, nutrition, diabetes, hormone replacement, allergy treatment and chelation. I left his practice after a year to set up my own “house-call” wellness consulting business encompassing all of Volusia County, which I continue to run and devote positive energy. I travel to clients’ homes or desired meeting places and discuss their concerns and health options. As an adjunct professor at Everglades University, I have the opportunity, to relay my passion for Naturopathy to those students enrolled in the Alternative Medicine program as well as see their enthusiasm and the future of integrative health care.

Dr. Madeline Angela Meyer - PhD Public Health, Epidemiology, PhD Public Health, Epidemiology, Walden University

Dr. Angela-Meyer is an MSHS MBA,CMPE,CCS-P, CPC, CCS, AHIMA ICD-10-CM/PCS Trainer. She has over 25 years of experience working as a healthcare administrator in high level management positions and at the executive level. Additionally, she has over 10 years as a subject matter expert, course developer and college professor teaching Healthcare Administration, Health Information Management, Public Health and Epidemiology. She has authored numerous articles and books including textbooks and manuals in the field of Public Health Administration.

Dr. Mary Lynn Wieber - MS Oriental Medicine, Florida College of Integrative Medicine

Dr.Wieber is a licensed doctor of oriental medicine & certified Chinese herbologist in her private practice for many years. Her studies are in acupuncture, oriental Medicine, and herbology. Dr. Wieber has given many presentations on Feng shui, acupuncture, yoga, Ayurveda, Chinese medicine, herbs, and dark field microscope/live blood analysis. She continues to be published in several magazines such as Natural Awakenings, Horizon articles on Feng shui, acupuncture, herbs, yoga & Ayurveda. Wieber attends CEU classes & maintains a national license in Florida. She has taught at Everglades for more than nine years.

AVIATION

Mr. Kirk Webster - MS Industrial Engineering, University of Central Florida; MS Aeronautical Science, Embry-Riddle Aeronautical University

Mr. Webster has worked as an Aerospace Engineer, working primarily with heavy lift rocket systems such as the RD-180 and the RL-10 rocket systems. He is a licensed pilot. Over the past 13 years, has served as an aviation safety consultant, developing and implementing safety plans and programs for a full service fixed base operations. Mr. Webster stays current in the field by attending aviation seminars dealing with human factors/human engineering. He is a member of the American Institute of Aeronautics and Astronautics (AIAA) and the National Business Aircraft Association (NBAA). Mr. Webster has been teaching at Everglades University for more than ten years.

BUSINESS

Dr. Camilo Gil - PhD Electrical Engineering, University Of Central Florida; MS Electrical Engineering, University of New Mexico

Dr. Gil specializes in the development of new product research, development of graphical user interfaces environment through product characterization, input identification, code implementation and testing. Currently he is working with developers of existing automation tools to integrate these tools into the design interface environment. Dr. Gil enjoys lecturing in courses of personal computing hardware and software, electrical systems and the national electrical code, energy storage, solar, renewable and alternative energy systems, physics and general chemistry among others. Dr. Gil has been with Everglades University since 2011.

Guillermo Morales - MS Engineering, University Of Central Florida; BS Civil Engineer, Colombia University

Mr. Morales is a civil engineer with 40 years of experience as field engineer, project manager, construction manager, contractor, scheduler, and cost estimator. His experience is not only in the United States but also abroad, countries such as Colombia and countries of the Caribbean basin. Mr. Morales is a certified cost engineer (CCE) by the AACE International and the owner of a construction consulting company since 2010. He has taught for Everglades University since 2011.

Mr. Antonio Parrilla - MA in Information Technology Management, Webster University; BS Management/Computer Information Systems, Park University

Mr. Parrilla currently works in the Information Technology area at an enterprise level. He has over 10 years of experience in Information Technology, over two years of teaching experience, as well as managing an information technology systems company. Teaching has always been an area in which Mr. Parrilla continues to grow. Experience ranges within the Management Information Systems discipline, technology within the criminal justice area, and DOD Information technology requirements. He stays current with information technology industry certifications in A Plus, Network Plus and Security Plus. He has been teaching at Everglades University since 2012.

GENERAL EDUCATION

Dr. Larry Ladd - PhD in Physics, Harvard University; MA in Physics, Harvard University

Dr. Ladd was a Scientist/Engineer at three different companies. He developed Infrared Sensor Technology at Raytheon for nine years. He developed Solar Cell Manufacturing Processes at Mobil Solar Energy Corp. for nine years and he developed Medical Ultrasound Sensor Technology at Hewlett Packard for 12 years. Dr. Ladd finds doing research is rewarding for his students. He develops teaching materials and teaching strategies that have improved the student outcomes in his classes. These methods apply to courses like math and physics that are process related and that rely on learning logical methods for solving certain types of problems. Dr. Ladd has been with Everglades University for 2 years.

Mrs. Lynn Paredes-Manfredi - MA Political Science, University of Central Florida

Mrs. Manfredi is a member of American Political Science Association. She focuses in immigration reform, Fair Districting Amendment, political party member, delegate to the State Convention, campaign volunteer, Co-chair of League of Women Voters of Orange County Immigration advocacy committee, United Nations Association of Greater Orlando, Board Member, and Valencia College Peace and Justice Institute. Mrs. Manfredi has been teaching at Everglades University for more than nine years.

Everglades University Sarasota Campus

ALLIED HEALTH

Dr. Katherine Clements - Doctorate in Naturopathic Medicine, Bastyr University

Dr. Clements is dedicated to supporting clients with Autism Spectrum, ADHD, Sensory, and Developmental Disorders. Her extensive experience and training in the biomedical and naturopathic approach, helps her provide comprehensive, individualized, and effective support through diet and lifestyle education, vitamin and herbal supplements, craniosacral therapy, and homeopathic remedies. Dr. Clements is a member of American Association of Naturopathic Physicians: President, June 2010- September 2011, and Vice President, February 2006-May 2010. She is also a member of Florida Naturopathic Physicians Association and the American Massage Therapy Association. Dr. Clements was awarded the Natural Choice Award for Favorite Women’s Health Specialist in 2009. Dr. Clements has taught for Everglades University, Sarasota since May 2005 and she was named Instructor of Distinction, Everglades University in 2008.

Dr. Janis Davis - DC, New York Chiropractic College

Dr. Davis maintains two Chiropractic Practices, one also providing Acupuncture. She has taught at two Chiropractic Colleges providing classroom instruction as well as providing practical knowledge acting as Clinician. She specializes in Sports because of her experience in the exercise world as a trainer and experience in the body building profession. She is excited to see many changes in the Alternative Medicine arena and looks forward to guide both the student going on to the graduate level as well as guiding students in their path of attaining the Bachelor degree imparted by Everglades University.

De Jessica Patella - Doctor of Naturopathic Medicine, Southwest College of Naturopathic Medicine, BS Exercise Science, Florida State University

Dr. Patella has studied under some of the most respected homeopathic doctors in the world. Those experiences led to her private practice, starting in 2009, focusing in homeopathy. Dr. Patella has made presentations at Florida State University & Southeast American College of Sports Medicine on the Effects of Lifestyle Activity on Glycosylated Hemoglobin in Middle-aged Lower Socioeconomic Overweight and Obese Women (2005). Dr. Patella has over 100 published articles for Now Foods and the Natural Health Research Institute.

Dr. Arthur Raggio - DC, Life College

He has extensive experience in practicing chiropractic medicine in Florida. He has been an owner and operator of Chiropractic Center and continues to be involved with his many affiliations with associations in the Chiropractic community.
Ms. Kalina Shannon - MS Acupuncture and Chinese Herbal Certification, Bastyr University

Ms. Shannon practiced Acupuncture, Chinese Herbalism and Feng Shui for two years in Seattle, Washington before moving to Florida. In 2005, she moved and began practice in Sarasota, Florida. At Everglades University she teaches TCM, Principles of Acupuncture and Feng Shui. She maintains her Acupuncture practices which are now in Osprey and St. Pete, Florida. She practices several modalities including acupuncture, herbalism, nutritional and lifestyle advice, conscious language, EFT, shamanism, Matrix energetics and cranial release technique.

AVIATION

Mr. William Apperson - MAS, Everglades University

Mr. Apperson is a commercial pilot single engine land, instrument airplane and advanced ground instructor. He is also the owner of Vailhalla Aviation Lines LLC.

Mr. Richard Audette started his aviation career as an airplane mechanic in the military in 1977. He then started flying at Andrews Air Force base where he earned a private pilot license. He left the military and went full time to Comair Aviation Academy where he earned a commercial pilot certificate and then Flight instructor certificates as well (CFII/MEI). After teaching ground and flight for Comair aviation academy for a year, he was hired by Comair Airlines (AKA Delta Connection) and flew several aircraft for 12 years of service before the company closed. He now resides in the area where he also teaches aviation classes part time at Embry-Riddle and Everglades University. Mr. Audette received the Navy and Marine Corps Commendation Medal in part for his development of a curriculum development program used by the Marine Corps Institute Occupational Specialty Department while serving as a Correspondence Course Developer.

Mr. Frank Baily - MAS, Embry-Riddle Aeronautical University

Mr. Baily has over 30 years’ experience in many areas of the aeronautical industry. He has served as an Air Safety Investigator and Director of Operations. He holds many certifications and ratings and was an active member in the Military Airfit Command.

Dr. Gerald Evans - Doctorate in Business, Barrington University; MBA Aviation, Embry-Riddle Aeronautical University

He has more than 25 years of experience and has worked in the aviation industry with the United States Army and the United States Department of Homeland Security. He has worked in Logistics Management as well. His work in aviation required extensive travel throughout the world. He has overseen aviation operations at various airports in Europe and the United States. His responsibilities have ranged from regulation of the airline industry, the security with regards to airline departures, arrivals, manifest for loads (including personnel and equipment), cargo, and aircraft personnel. He conducts training classes with the US Department of Homeland Security with regards to security and requirements for handling, interviewing personnel and identifying risk factors associated with suspected threats to the United States.

Mr. Robert Menke - MBA and MAS, Embry-Riddle Aeronautical University

Mr. Menke has worked for Eastern Airlines many years. His areas of work include Aircraft Maintenance Technician and Line Supervisor, Technical Supervisor in System Control. He worked for American Airlines developing and delivering Airline Maintenance Technician Training. Additionally he worked for the FedEx Corporation where he developed and delivered aircraft systems and avionics.

BUSINESS

Dr. Moutaz Abou-Robieh - DBA Management Information Systems, Argusy University

Dr. Abou-Robieh has been a faculty member at Everglades University since 2006. He brings 10 years of professional management and business experience to his position in the MBA program. He has taught undergraduate and graduate classes in Management Information Systems, and International Business.

Mr. Jeff Boyer - MBA in Technology Management and Entrepreneurship, Rensselaer Polytechnic Institute, Troy NY; MS Mechanical Engineering, Union College, Schenectady, NY; BS in Chemistry, Rensselaer Polytechnic Institute, Troy NY

Mr. Boyer has published several technical articles on a wide range of topics such as bulk crystal growth, new product development, and fuel cell system design and performance. Mr. Boyer taught chemistry and radiological controls to personnel in the nuclear propulsion program for 3 years. He has held several positions in nuclear power plant engineering, addressing corrosion of steam generators, mechanical design and testing of reactor plant components and systems, and design engineering of emergency shutdown systems. Mr. Boyer then spent several years developing ceramic and semiconductor materials for new power plant concepts. Mr. Boyer has received an award for the most useful invention while working on fuel cell stack components. He also holds three patents and a Professional Engineer license.

Dr. Daniel Hlady - DBA Management & HRD, Northcentral University

Dr. Hlady has served as a recruiter and Career Counselor with the U.S. Army and transitioned to corporate America after 25 years of military service. His military and civilian background encompasses over 30 years of experience in business and human resources management and development. Currently he is the training and education coordinator for a major financial services company and liaison with the state of Florida. As result, his continued tenure with corporate America ensures he remains current in the ever changing field of business and human resources management.

Mr. Leonardo Lunardi - Master of Architecture, University of South Florida

Mr. Lunardi is a licensed Architect and licensed General Contractor in the State of Florida. He is the principal of a small architecture practice. His focus is on the design and construction of large custom residential projects and small to medium sized commercial projects.

Mr. Roger Melchor - MBA, University of Baltimore

Mr. Melchor has over 30 years of work experience in Emergency Manager, academic teaching, Fire, Emergency Management and Homeland Security. He has also served over 24 as contractor for FEMA.

Mr. Michael Runci - MBA Finance, Boston University; Master of Engineering in Manufacturing, Boston University

Mr. Runci is a Senior level Director with 35 years of experience in hardware and software environments. He spent over five years in International work where he focuses on product marketing, new business development, strategic alliances, operations management, and contract negotiations. He has led P & L responsibilities for budgets exceeding $5M and managed a staff of 25 sales, marketing, and IT professionals. He is also a reviewer for National Science Foundation’s Small Business Innovation Research.

Ms. Melissa M. Solberg - Master of Architecture, Illinois Institute of Technology

Ms. Solberg, LEED AP, is a Senior Sustainability Consultant with over thirteen years of sustainable design experience. Ms. Solberg is responsible for product research, analysis and project management of sustainability initiatives with special attention provided to the US Green Building Council’s (USGBC) Leadership in Energy and Environmental Design (LEED) green building rating system. Since 2000, Ms. Solberg has successfully LEED-focused experience on over twenty-five projects, nationally and internationally. Ms. Solberg is a recipient of the USGBC Detroit Regional Chapter/Engineering Society of Detroit Affiliate Award 2009 and an Inaugural LEED Fellow Nominee 2011.

Mr. Stephen Welty is a practicing Professional Mechanical Engineer licensed in the state of Florida with more than 15 years of experience in research and development of alternative energy technologies ranging from radioisotope power generators for NASA deep space missions to micro combined heat and power products for European markets. He did his undergraduate Mechanical Engineering degree at Ohio University and completed a Master of Science in Energy and Environment through the University of Calgary. He has worked in South America, North America, Europe and Asia and brings a unique global perspective to the classroom. He has presented the results of his work at conferences throughout the world and has several patents to his name.

Mr. Frank Zaremba - Master of Accounting, Nova Southern University, MBA, Wilmington University

Mr. Zaremba has been an instructor of accounting at Everglades University for over 10 years. His professional financial experience includes Chief Financial Officer, Corporate Controller, Division Controller, Regional Controller, Cost manager, Senior Financial Analyst, and Plant Controller. He is also a Consultant Partner and Director with the Everest Group International. He has been the recipient of the Evelyn C. Keiser Teaching Excellence Award “Business Faculty of the Year” for 2008.

GENERAL EDUCATION

Dr. Hamilton “Kip” Emery III - EdD Counseling Psychology, University of Sarasota; MA Clinical Psychology, Millersville University; School Psychology Certification - Millersville University

Dr Emery is a Licensed Mental Health Counselor and Nationally Certified Counselor Awarded the National Associations Government and Public Relations Award for most lobbying for children and profession. Dr. Emery has many years in private practice with a specialty in child/adolescent and family therapy. Dr. Emery has made numerous presentations on topics such as: National trainer for the PREPaRE Crisis Intervention training, Clinical Ed trainer for the state of Florida, “Violence through the Eyes of a Child”, “Emotionally Safe Classrooms”, “Every Child Deserves a Safe Education (bullying), and Psych Primer 101 for the Classroom Teacher.”
Mr. Aaron Koppel - MA in Communication, University of South Florida Tampa
Mr. Koppel has been the Owner and Manager WGVL (FM) Gainesville, FL for over 13 years. He serves as an Adjunct Faculty at a number of colleges including Southeastern College, Keiser University, and Florida Keys Community College. He has also been a guest speaker for a number of organizations including the Rotary Club and Kiwanis Club. He has been involved with broadcasting for over 20 years.

Mr. Victor Malo - Bachelor's in Resource Economics, MPP in Economic Policy, University of Michigan
After working for Charles Schwab and PricewaterhouseCoopers in Tampa and Orlando, Mr. Malo completed his MBA at the University of Phoenix. After working another several years in financial services, Victor has taught Economics and Finance at Everglades University since 2004.

Captain Richard “Dick” Petrucci graduated from the Naval Academy in 1961 with a Bachelor’s Degree in Engineering. Dick also graduated from the Naval Postgraduate School in Monterey, CA with a master’s degree in Computer Science, and attended the Naval War College in Newport, RI. Mr. Petrucci was designated a Naval Aviator in 1963 and served in the Navy for 25 years. His flying assignments included four tours of duty in Patrol Squadrons including command of Patrol Squadron 26 in Brunswick, ME. Following his command tour, Mr. Petrucci reported to Washington, DC where he completed three tours of duty in senior staff positions. During his career in the Navy he earned subspecialty designations in Computer Science, Computer Systems Management, Anti-Submarine Warfare Operations, and Weapons Systems Acquisition Management. Mr. Petrucci retired from the Navy in 1986 and joined Lockheed Martin Aeronautics Company in Marietta, GA as a senior engineer. During his twelve-year career at Lockheed Martin, Dick was assigned various engineering and program management positions on the EC-130, C-130J, Orion 2000, and P3 programs. Mr. Petrucci also holds the rank of Lieutenant Colonel in the Civil Air Patrol. Dick is also a Floilla Staff Officer – Vessel Examiner and Instructor in the Coast Guard Auxiliary and is the District 7 Flight Safety Officer in the Coast Guard Auxiliary. He is an FAA rated Airline Transport Pilot and Certified Flight Instructor with both Instrument and Multiengine ratings. As a volunteer FAA Safety Team Representative, he conducts Safety Education Seminars for the pilots in the Sarasota-Bradenton area. He has over 7,500 hours of pilot time. Mr. Petrucci is also the Vice President for Education and Director of Youth Programs for the Sarasota-Manatee Council of the Navy League, a member of the Golden Pelican and Silver Osprey Squadrons of the Association for Naval Aviation, the Naval Academy Alumni Association, and is a Naval Academy Blue & Gold Officer.

Dr. Walter Walker - Doctorate in Statistics, Clemson University
Dr. Walker has successfully taught a full range of statistics and mathematics courses geared both for majors and to fulfill specific quantitative requirements of other physical and social science departments. He has a broad background in statistics, mathematics and computer science. He has also contributed to curriculum development by designing and teaching new courses in Optimization Techniques, Data Analysis, Fourier Analysis and Combinatorial Analysis.

“Everglades has helped me to reinforce my goal: go out and help the world become more aware of living a healthy and longer life. If I hadn’t come to Everglades I would have not have the opportunity to show that I am knowledgeable about health and wellness.”

--- Patricia Evans, Bachelor of Science in Alternative Medicine Graduate, 2014

**Academic Calendar 2015**

**Term Calendar 2015**

**2015, Semester I***

<table>
<thead>
<tr>
<th>Date</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/01/15</td>
<td>New Years Day</td>
</tr>
<tr>
<td>01/05/15-02/01/15</td>
<td>Classes Begin-End: Term A**</td>
</tr>
<tr>
<td>01/19/15</td>
<td>Martin Luther King Jr. Day</td>
</tr>
<tr>
<td>01/20/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>02/02/15-03/01/15</td>
<td>Classes Begin-End: Term B</td>
</tr>
<tr>
<td>02/16/15</td>
<td>President’s Day</td>
</tr>
<tr>
<td>02/17/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>03/02/15-03/29/15</td>
<td>Classes Begin-End: Term C**</td>
</tr>
<tr>
<td>03/30/15-04/26/15</td>
<td>Classes Begin-End: Term D</td>
</tr>
<tr>
<td>04/05/15-04/06/15</td>
<td>Easter Break</td>
</tr>
<tr>
<td>04/07/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>04/27/15-05/03/15</td>
<td>Spring Break</td>
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</tbody>
</table>

**2015, Semester II***

<table>
<thead>
<tr>
<th>Date</th>
<th>Events</th>
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</thead>
<tbody>
<tr>
<td>05/04/15-05/31/15</td>
<td>Classes Begin-End: Term A**</td>
</tr>
<tr>
<td>05/25/15</td>
<td>Memorial Day</td>
</tr>
<tr>
<td>05/26/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>06/01/15-06/28/15</td>
<td>Classes Begin-End: Term B</td>
</tr>
<tr>
<td>06/29/15-07/26/15</td>
<td>Classes Begin-End: Term C**</td>
</tr>
<tr>
<td>07/03/15-07/05/15</td>
<td>Independence Day Break</td>
</tr>
<tr>
<td>07/06/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>07/27/15-08/23/15</td>
<td>Classes Begin-End: Term D</td>
</tr>
<tr>
<td>08/24/15-08/30/15</td>
<td>Summer Break</td>
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</table>

**2015, Semester III***

<table>
<thead>
<tr>
<th>Date</th>
<th>Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/31/15-09/25/15</td>
<td>Classes Begin-End: Term A**</td>
</tr>
<tr>
<td>09/07/15</td>
<td>Labor Day</td>
</tr>
<tr>
<td>09/08/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>09/28/15-10/25/15</td>
<td>Classes Begin-End: Term B</td>
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<tr>
<td>10/26/15-11/22/15</td>
<td>Classes Begin-End: Term C**</td>
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<tr>
<td>11/23/15-12/20/15</td>
<td>Classes Begin-End: Term D</td>
</tr>
<tr>
<td>11/30/15</td>
<td>Return to Class</td>
</tr>
<tr>
<td>12/21/15-01/03/16</td>
<td>Holiday Break</td>
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</tbody>
</table>

* Please note holidays will not affect access to online courses. Online students have 24 hour access to their courses during the term.

**Graduate student start dates**
Each term begins on a Monday at 12:01 a.m. and ends on a Sunday at 11:59 p.m.

**  Graduate student start dates
THE QEP AT WORK

Writing for the Major

The QEP is Here!

Everglades University’s Quality Enhancement Plan (QEP) is a course of action for institutional improvement that addresses one or more issues contributing to quality enhancement of student learning.

The ‘Write’ Way to a Successful Career.

A pilot plan of the QEP is now embedded in the Alternative Medicine program. If you’re taking:

- Fundamentals of Nutrition (HUN 1201)
- Nutrition and Aging (HUN 3472)
- Alternative Medicine Capstone (HSC 4922)

You’re already participating!

Employers of Our Graduates

- Adecco
- Aerospace Dynamics
- Alamo Helicopter Tours
- American Airlines
- American Eagle Airlines
- Appalachian School of Holistic Herbalism
- Bed Bath and Beyond
- Banyan Air Service
- Biltmore Spa
- Boca Raton Community College
- Boca Raton Resort and Club
- Boeing
- Bombadier Aerospace Services
- Boulder School for Homeopathy
- Broward County Aviation Department
- Budget Rental Car
- City of Atlanta
- City of Fort Lauderdale
- City of Philadelphia
- Continental Airlines
- Crest Oil and Gas
- Cummins Power
- Delray Medical Center
- Delta Airlines
- Department of Defense
- Department of Homeland Security
- Des Moines International Airport
- District of Columbia Air National Guard
- Doral Golf Resort and Spa
- Emeritus - La Casa Grande
- Empire Aerospace
- Express Jet Airlines
- FAA / US Government
- Farmingdale State Department of Aviation
- FBI - Washington DC
- Federal Aviation Administration
- Federal Government USCG Civil Service
- FedEx Express Corporation
- FedEx Express Security
- Florida Chiropractic and Sports Rehab
- Florida College of Integrative Medicine
- Florida College of Natural Health
- Ford County Health Department
- Frontier Airlines
- General Electric
- Global Air Ferry
- Gulfstream Aerospace Corporation
- Healthways Inc.
- Hess Oil Company
- Honeywell Aerospace
- Honeywell International
- Hospice of Florida
- Hyatt Lost Pines Resort
- Jackson Memorial Hospital
- Jetblue Airlines
- Kaiser Permanente
- Kissimmee Gateway Airport
- LA Fitness
- Lakeland Regional Medical Center
- Life Extension
- Life University
- Lockheed Martin Aircraft and Logistics Center
- Lufthansa Cargo
- Lufthansa German Airlines
- Lymphedema Treatment Services
- MA Air National Guard
- Mandarin Oriental Hotel
- Marriott Hotels
- Martinair
- Massage Envy
- Mayfield Police Department
- McGuire AFB
- Miami Air International Inc.
- Mt. Sinai Medical Center
- National Oceanic and Atmospheric Administration
- National College of Natural Medicine
- Natural Essential Oil Based Indulgences
- Nature’s Botanical Pharmacy
- Naturopathica Holistic Health
- New Castle County Police
- New England School of Acupuncture
- Northwest Airlines
- Orlando Health
- Oviedo Eye Care
- Parsons
- Pharm Tech
- Planet Fitness
- Planned Parenthood
- Polo Club of Boca Raton
- Pratt & Whitney
- Ritz Carlton
- Sky Security
- The Golf Channel
- United Airlines
- United Parcel Service
- United States Air Force
- United States Army Reserve
- United States Capitol Police
- United States Marines
- United States Steel
- US Coast Guard
- US Navy
- United Technologies Aerospace System
- University Behavioral Center Orlando
- University Medical Center
- US Coast Guard
- US Customs and Border Patrol
- Westgate Resort and Spa
- Whole Foods Market
- Wynham Worldwide
- 1800-Flowers
- 84 Lumber
“Dr. Ivanova and Dr. Frankel were wonderful instructors who went above and beyond to help me in algebra, chemistry courses, and physics. So many of the instructors were wonderful and really cared about student success. They knew the subjects and stimulated discussions that helped us learn the course content.”

– Andrea Kenney Rafferty, Bachelor of Science in Alternative Medicine Graduate, 2014

“I have been working in my industry for eleven years. The company I’m working for is looking for BS/BA grads. I chose to pursue my BS to further my career. Numerous instructors and Dean Carr helped me continue my studies when my job forced me to work out of town. Everglades helped me reach my next step in my career path. Lessons learned here will help me continue taking those steps toward my future.”

– Nate Curtis, Bachelor of Science in Construction Management Graduate, 2014

“I was looking for a Master’s program where I could take it with minimum impact to my busy working day as a Program Manager. Signing up was easy and painless. I highly recommend Everglades University to anyone who is looking to progress further in their career field. The instructors are professionals in the field of study with helpful guidance to help you achieve your goals.”

– Carlos Howard, Master in Aviation Science Graduate, 2015

“Had it not been for this education, I would have never gotten the start I needed in Aviation.”

– Benjamin Descartes, Aviation Technology Graduate, 2015