

**Southern New Hampshire University
College of Online and Continuing
Education
2014-2015 Catalog**

Published August 6, 2014

Welcome to Southern New Hampshire University

Message from the President



It gives me great pleasure to present to you the Southern New Hampshire University catalogs. A university catalog offers a comprehensive overview of the variety of programs and classes offered both on campus and online. I'm particularly excited to present this year's editions to you as they represent the first time that we have moved to a new electronic catalog management system which contains information about our history and mission, our services and outreach, our facilities and the many opportunities we provide students for meeting their life and career goals as well as a new mobile app.

It's certainly an exciting time to be a student at SNHU. This year, in a prominent public speech, President Obama praised us for finding new innovative pathways to a degree. Fast Company has named us the 12th most innovative organization in the world in its World's 50 Most Innovative Companies. We ranked with such heavy-hitters as Apple, Google and HBO and were listed ahead of such industry giants as the National Football League, Starbucks and LinkedIn. We achieved such accolades on the basis of our Center for Online and Continuing Education which is now one of the largest online-degree providers in the US as well as for carrying out our core mission of providing access. One great example is our campus-based Degree-in-Three program which uses a competency-based model to reduce time to graduation and the cost of a degree by 25%. Students can get a jump in entering the workforce or stay on campus and earn a master's degree with a fourth year.

In addition, our new Library/Learning Commons opens in August 2014, creating a vibrant learning space on campus which will not only house the library but also media services, instructional support, IT help desk, faculty development, and The Learning Center. A new 300 bed dorm was recently completed and two more are in design. We have enhanced career services and routinely have scores of major employers visiting campus.

SNHU continues to give you more options to complete your degree than almost any other institution. You can blend traditional on-campus courses with wholly online courses or take a mix in one of our hybrid courses. With a number of centers besides the main campus, you can access courses in a place most convenient to home or work and at a competitive cost.

We welcome you to explore all that we have to offer. We think that you'll find us to be an exciting institution that is dedicated to helping you make the most of your potential and committed to providing the types of programs that make all of your career aspirations possible. Best wishes, and we hope that you can be part of the excitement of an SNHU education soon!

Sincerely,

A handwritten signature in black ink that reads "Paul J. LeBlanc". The signature is written in a cursive style with a large, stylized initial "P".

Paul J. LeBlanc
President

University Mission

Southern New Hampshire University educates intellectually and culturally enriched individuals to be successful in their careers and contribute to their communities. SNHU's educational philosophy challenges students' intellectual potential and prepares them for professional lives in an ever-changing and increasingly interconnected world. It provides a supportive and close-knit learning community, delivering engaging instruction in a flexible variety of formats. Students develop the knowledge to understand a complex world, the skills to act effectively within that world and the wisdom to make good choices. They do so within a community of teachers, staff and peers that is encouraged to add its scholarly, creative and pedagogical contributions to the larger social good.

The Purpose of a University Catalog

The purpose of a university catalog is to be of use to present or potential students and family members, to serve as a historical document and to let others know the nature and scope of programs available. Every effort was made to ensure accuracy at the time of publication; the various staff and faculty members listed herein will do their best to answer questions.

Students have the responsibility to become familiar with these policies and processes as they pursue their educational goals. The students, administration, faculty and staff have the mutual responsibility of bringing the words to life by making the learning experiences as pleasant and productive as possible. The university reserves the right to change any part of it and to make any changes retroactive for students currently enrolled.

Catalog Content Subject to Change

These publications are certified as true and correct in content and policy as of the date of publication. The university, however, reserves the right to make changes of any nature in programs, calendar, or academic schedules whenever these are deemed necessary or desirable, including changes in policies and procedures, course content, class rescheduling, and the cancelling of scheduled classes or other academic activities.

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About SNHU

Accreditations, State Authorization and Program Approvals

Regional Accreditation:

New England Association of Schools and Colleges

Southern New Hampshire University is accredited by the New England Association of Schools and Colleges, Inc., (NEASC) through its Commission on Institutions of Higher Education (CIHE). All Programs offered by SNHU are covered by this regional accreditation.

Inquiries regarding the accreditation status by the New England Association should be directed to the administrative staff of Southern New Hampshire University. Individuals may also contact:

Commission on Institutions of Higher Education
New England Association of Schools and Colleges
3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514
(781) 425-7785
cihe@neasc.org

The Commission on Institutions of Higher Education (CIHE) of the New England Association of Schools and Colleges is the regional accreditation agency for colleges and universities in the six New England states: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, and Vermont

NEASC's Commission on Institutions of Higher Education (CIHE) is recognized by the U.S. Department of Education as a reliable authority on the quality of education for the institutions it accredits. Recognition by the Department of Education provides access to federal financial aid for U.S. students attending institutions accredited by the Commission.

Programmatic Accreditations:

Accreditation Council for Business Schools and Programs (ACBSP)

The following programs offered by Southern New Hampshire University are accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

- AS in Accounting
- AS in Business Administration
- AS in Computer Information Technology
- AS in Fashion Merchandising
- AS in Marketing
- BA in Advertising
- BA in Computer Information Technology
- BAS in Hospitality Administration
- International Bachelors of Business Administration
- BS in Accounting
- BS in Advertising
- BS in Business Administration
- BS in Business Studies
- BS in Computer Information Technology
- BS in Fashion Merchandising Management
- BS in Finance
- BS in Game Design and Development

- BS in Hospitality Business
- BS in International Business
- BS in Marketing
- BS in Retailing
- BS in Social Entrepreneurship 3
- BS in Sport Management
- BS in Technical Management
- MBA
- MS in Accounting
- MS in Accounting/Finance
- MS in Finance
- MS in Information Technology
- MS in Marketing
- MS in Operations and Project Management
- MS in Organizational Leadership
- MS in Sport Management

Accreditation Commission for Programs in Hospitality Administration (ACPHA)
The Bachelor of Science (BS) in Hospitality Administration is accredited by the Accreditation Commission for Programs in Hospitality Administration.

State Authorizations

As an institution that has students residing across the United States, Southern New Hampshire University (SNHU) is required to have authorization to operate in a number of states based on the activities it conducts in the states. SNHU is not required to have state authorization in all 50 states. Currently SNHU has the following state authorizations.

Maine Department of Education
23 State House Station
August, ME 04333-0023
<http://www.maine.gov/education/highered>

Minnesota Office of Higher Education
1450 Energy Park Drive, Suite 350
St. Paul, MN 55108-5227
<http://www.ohe.state.mn.us>

Southern New Hampshire University is registered as a private institution with the Minnesota Office of Higher Education pursuant to Minnesota Statutes, sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

Montana University System Office of Commissioner of Higher Education
2500 Broadway Street
P.O. Box 203201
Helena, MT 59620-3201
<http://mus.edu/>

New Hampshire Department of Education
101 Pleasant Street
Concord, NH 03301
630-271-0257
<http://www.education.nh.gov/highered/colleges>

Vermont Agency of Education
120 State Street
Montpelier, VT 05620-2501
<http://education.vermont.gov/> 4

Wisconsin Educational Approval Board
 201 W. Washington Ave., 3rd Floor
 P. O. Box 8696
 Madison, WI 53708
<http://eab.state.wi.us/board>

Wyoming Department of Education
 2300 Capitol Avenue
 Hathaway Building, 2nd Floor
 Cheyenne, WY 82002-0050
<http://edu.wyoming.gov/Programs/schools>

Program Approvals

The following programs are approved by the New Hampshire State Department of Education for Teacher Certification.

- BA in Early Childhood Education
- BA in Elementary Education
- BA in Elementary Education with Special Education
- BA in English Education
- BA in Middle School Mathematics Education
- BA in Middle School Science Education
- BA in Music Education
- BA in Social Studies Education
- BA in Special Education
- MAT in English
- MAT in Elementary Education
- MAT in Special Education
- MEd in Business Education
- MEd in Curriculum and Instruction
- MEd in Early Childhood Education
- MEd in Education Technology Integration Specialist
- MEd in Educational Administration
- MEd in Elementary Education
- MEd in English for Speakers of Other Languages (ESOL)
- MEd in Special Education
- MEd in Reading and Writing Specialist

The following programs have been approved jointly by the National Association for Sport and Physical Education (NASPE) and the North American Society for Sport Management (NASSM).

- BS in Business Studies with a concentration in Sport Management
- BS in Sport Management
- International MBA with a specialization in Sport Management
- MBA with a specialization in Athletic Administration
- MBA with a specialization in Sports Management
- MS in Sport Management

Goals of the University

Instructors, students and administrators recognize and subscribe to the mission of the university. In addition, the undergraduate programs have the following specific, supporting goals:

- Offer a quality curriculum that enables students to enter the professional world, or that enable those already established to enhance, advance or change their careers.
- Teach and inquire into the foundation for important truths, principles, ideas, facts and performance methods, so that students can make significant contributions to their chosen fields.
- Provide challenging courses of study, encouraging students to become life-long learners, critical thinkers and problem solvers, who can adapt creatively and appropriately to all situations, structured or unstructured.
- Help students to understand themselves, society and different cultures, so that they can participate effectively in the changing world around them.
- Encourage students to identify the personal qualities and ideals which will enable them to function ethically and responsibly.
- Ensure that students speak and write clearly and accurately, use computers efficiently and employ library resources effectively.

To achieve these goals, the faculty is committed to the art of teaching, scholarship and service. Southern New Hampshire University emphasizes that we learn in different ways, that learning occurs both inside and outside of the classroom, and that learning takes place only if an individual successfully integrates the intellectual, social, and emotional aspects of his or her development, and strives to stimulate critical thought and inquiry in the classroom. Teaching is primary at Southern New Hampshire University.

History of the University

Southern New Hampshire University was founded in 1932 by H.A.B. Shapiro as the New Hampshire School of Accounting and Secretarial Science. The school remained relatively small until 1961, when it was incorporated and renamed New Hampshire College of Accounting and Commerce.

The state of New Hampshire in 1963 granted the university its charter, which gave it degree-granting authority. The first associate degrees were awarded that year, and the first bachelor's degrees were conferred three years later. The college became a nonprofit institution under a board of trustees in September 1968, and the name was shortened to New Hampshire College in 1969.

During the '60s the college opened off-campus centers to better serve adult learners. Programs today are offered in Manchester, Nashua, Portsmouth and Salem, N.H., and in Brunswick, Maine, as well as internationally through such schools as HELP International College of Technology (HICT) in Malaysia.

The 1970s were a time of growth and change. The college moved from its downtown Manchester site to the now 300-acre campus on the Merrimack River in 1971. In 1974, the college introduced a Master of Business Administration program, and, in 1978, assumed human services degree programs.

In the spring of 1981, the General Court of New Hampshire authorized New Hampshire College to award the Master of Human Services degree and the Master of Science degree in business-related subjects. That same year, to accommodate the two new rapidly expanding programs, the university purchased the former Mount Saint Mary College in Hooksett, which served as the "north campus" for many years. Operations have since been reconsolidated on the main campus. In 1988, the human services programs were transferred to Springfield College in Springfield, Mass.

The college continued to expand academic offerings throughout the 1980s and 1990s. The community economic development degree was first offered in 1982 and the Culinary Arts Program was established in 1983. New liberal arts and education majors were added in the early 1990s and in the last several years. The one-of-a-kind 3Year Honors Program in Business Administration was launched in 1997 and has since inspired the Degree in Three programs which makes it possible for those entering the School of Business to graduate in just three years with no evening, weekend or summer courses. Academic offerings again expanded in 1998 to include the Ph.D. in community economic development and the Doctor of Business Administration.

The university extended its reach worldwide with the launching of its Internet-based distance-learning program, SNHU Online, in 1995.

A wave of campus expansion began in 1996 with the construction of a new residence hall; Robert Frost Hall, which houses the museum-quality McIninch Art Gallery; the Hospitality Center, home to the student-run restaurant and culinary programs; and Belknap Hall, now home to the Institute for Language Education, the School of Education and several university offices, including the Office of Undergraduate Admission.

Construction continued with the building of a new academic center, Webster Hall, which houses the Trading Room, a simulated stock trading room. New residence halls were also built on the west and east sides of campus. All classrooms and halls are wireless.

Expansion and program development led to a momentous event in the institution's history in 2001, when New Hampshire College became Southern New Hampshire University. Several new degrees were added in the 2000s, including specialized M.B.A. degrees, the M.F.A. in fiction and nonfiction writing, game design and development, Master of Education programs and many more.

In 2007, SNHU became the first carbon-neutral university in New Hampshire. Also in that timeframe SNHU significantly invested in its online education programs, forming the College of Online and Continuing Education. By 2012, COCE became the largest online degree provider in New England and the university was listed by Fast Company as the 12th most innovative organization in the world. SNHU's innovations aim to reduce costs, broaden access, improve quality and foster degree completion. SNHU is now a leader among nonprofit universities in online education.

During the 2009-2010 school years, the university opened a new academic building, which features new classrooms, student lounge and study areas, and a café, and a new dining hall. Both energy-efficient buildings were designed with sustainability in mind.

In 2012 with support from an EDUCAUSE Next Generational Learning Challenge grant, funded by the Bill & Melinda Gates Foundation, SNHU founded its College for America. CfA is a nonprofit, competency-based college built specifically to work for working adults and their employer, and designed to strengthen the American workforce. It offers self-paced, online degrees based on definable skills and measurable results.

Improvements to the campus continued in 2013-2014 with the addition of an ultra-modern residence building, Tuckerman Hall. Tuckerman Hall boasts its own fitness center, double rooms with a shared bathroom and individual heating/cooling controls in all rooms. In the Fall of 2014, the university will open the doors to a state-of-the-art 50,000 square-foot learning commons which will house the library, learning center, individual study rooms, a café, and so much more.

Today the university has three colleges—University College, the College of Online and Continuing Education and College for America.

SNHU continues to seek new ways to provide quality educational programs for all of our constituents, both in the U.S. and abroad.

The SNHU Community

At Southern New Hampshire University, we believe there are no limits to what our students can achieve. With a culture that inspires every person, every day, to do more, learn more, try harder and exceed expectations, we are dedicated to helping students realize their potential.

SNHU is a premier university with a small-college feel. The university offers undergraduate programs in business, culinary arts, education, hospitality management and liberal arts, and graduate programs in business, community economic development, education and writing. Programs are offered on campus and, through the College of Online and Continuing Education, online and on location at our centers in Manchester, Nashua, Portsmouth and Salem, N.H., and Brunswick, Maine.

Here you'll find caring, credentialed faculty, quality academic programs, small classes, state-of-the-art facilities and an exciting campus culture.

SNHU has been graduating successful leaders for more than 80 years. Among its many recent acknowledgements, SNHU was named this spring as the 12th most innovative company in the world on Fast Company's list of World's 50 Most Innovative Companies, and by U.S. News and World Report as a Tier 1 institution. The university has received Best of Business awards for its M.B.A. and online degree programs, has been named a Best Buy by geteducated.com, and is a designated Military-Friendly School. Our undergraduate and graduate academic programs are designed with the real world in mind. Our programs and students are career-focused, yet the university provides a well-rounded education that incorporates the liberal arts so graduates are truly prepared for the real world.

The university has approximately 2,500 traditional, full-time undergraduate day students and about 14,000 enrollments in all divisions (day, evening, weekend and online undergraduate and graduate students).

The university recognizes that graduates will be world citizens and has moved to increase the exchange of ideas and experiences between students in the U.S. and other countries. Students come from more than 79 countries to attend SNHU. This cultural diversity enriches the learning experience for all. In addition, the university's participation in the University Studies Abroad Consortium means students can choose to study abroad at one of 36 institutions in 26 countries in Asia, Africa, Australia, Europe and Latin America.

Academic support services at Southern New Hampshire University include:

- Harry A. B. and Gertrude C. Shapiro Library (including the Pantano Gallery)
- Southern New Hampshire University Computer Center
- Institute for Language Education
- Academic Advising Office
- Career Development Center
- Office of Disability Services
- The Learning Center

Southern New Hampshire University student affairs services include:

- Athletics and Athletic Facilities
- Campus Ministry
- Public Safety
- Residence Life
- Student Organizations & Leadership
- Wellness Center (which offers health, counseling and educational services)

In the final analysis, an institution committed to teaching is an organization that does not waver from its goal to create a learning environment worthy of all those who become a part of it. This attempt is conscious and ongoing at Southern New Hampshire University. It is a continual process through which Southern New Hampshire University reaffirms its commitment to academic excellence, professional credibility and social responsibility.

Mission

The College of Online and Continuing Education exists to make high-quality education accessible and affordable for all. Through our innovative culture and unwavering commitment to student success, we empower students to transform their lives and the lives of those around them.

The SNHU Community

At Southern New Hampshire University, we believe there are no limits to what our students can achieve. With a culture that inspires every person, every day, to do more, learn more, try harder and exceed expectations, we are dedicated to helping students realize their potential.

SNHU is a premier university with a small-college feel. The university offers undergraduate programs in business, culinary arts, education, hospitality management and liberal arts, and graduate programs in business, community economic development, education and writing. Programs are offered on campus and, through the College of Online and Continuing Education, online and on location at our centers in Manchester, Nashua, Portsmouth and Salem, N.H., and Brunswick, Maine.

Here you'll find caring, credentialed faculty, quality academic programs, small classes, state-of-the-art facilities and an exciting campus culture.

SNHU has been graduating successful leaders for more than 80 years. Among its many recent acknowledgements, SNHU was named this spring as the 12th most innovative company in the world on Fast Company's list of World's 50 Most Innovative Companies, and by U.S. News and World Report as a Tier 1 institution. The university has received Best of Business awards for its M.B.A. and online degree programs, has been named a Best Buy by geteducated.com, and is a designated Military-Friendly School. Our undergraduate and graduate academic programs are designed with the real world in mind. Our programs and students are career-focused, yet the university provides a well-rounded education that incorporates the liberal arts so graduates are truly prepared for the real world.

The university has approximately 2,500 traditional, full-time undergraduate day students and about 14,000 enrollments in all divisions (day, evening, weekend and online undergraduate and graduate students).

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University Mission

Southern New Hampshire University educates intellectually and culturally enriched individuals to be successful in their careers and contribute to their communities. SNHU's educational philosophy challenges students' intellectual potential and prepares them for professional lives in an ever-changing and increasingly interconnected world. It

provides a supportive and close-knit learning community, delivering engaging instruction in a flexible variety of formats. Students develop the knowledge to understand a complex world, the skills to act effectively within that world and the wisdom to make good choices. They do so within a community of teachers, staff and peers that is encouraged to add its scholarly, creative and pedagogical contributions to the larger social good.

Academic Calendars

Academic Calendar

Undergraduate Terms

Term	Term Begins	Term Ends
Term 6 (14EW6)	Jun 23, 2014	Aug 19, 2014
Term 1 (14EW1)	Aug 25, 2014	Oct 21, 2014
Term 2 (14EW2)	Oct 27, 2014	Dec 23, 2014
Term 3 (15EW3)	Jan 05, 2015	Mar 03, 2015
Term 4 (15EW4)	Mar 09, 2015	May 05, 2015
Term 5 (15EW5)	May 11, 2015	Jul 07, 2015
Term 6 (15EW6)	Jul 13, 2015	Sep 08, 2015

Graduate Terms

Term	Term Begins	Term Ends
Term 1 (14TW1)	Sep 02, 2014	Nov 09, 2014
Term 2 (15TW2)	Nov 17, 2014	Feb 01, 2015
Term 3 (15TW3)	Feb 09, 2015	Apr 19, 2015
Term 4 (15TW4)	Apr 27, 2015	Jul 05, 2015
Term 5 (15TW5)	Jul 13, 2015	Sep 20, 2015

Reading and Reflection Days

During undergraduate week 8 on Thursday and Friday and prior to the start of week 9, students are provided a two (2) day interim reading period to reflect on the assignments and readings completed to date. During these two days, students are encouraged to develop a plan for the remainder of the term, complete any outstanding assignments, and contact their instructors and advisors with questions. During this period, no formal examinations or assignments are required. (Effective June 23, 2014)

Academic Program Policies

Nursing Academic Probation Procedure

RN-BSN Students

Students who receive < 2.67 in a nursing course will be placed on academic probation. When a student is placed on academic probation, the student will meet with the Course Coordinator of the class in which the student received the grade < 2.67 and the student's advisor to create a plan for success. The plan for success will be a contract between the student and the Department of Nursing. Academic probation will continue until the student reaches the end of the term that he/she repeats the failing nursing class. A copy of the plan for success should be sent to the Assistant Dean of Nursing to assure no disruption in communication between the student and the Department of Nursing.

Graduate Students

Students who receive < 2.67 in a nursing course will be placed on academic probation. When a student is placed on academic probation, the student will meet with the Course Coordinator of the class in which the student received the grade < 2.67 and the student's advisor to create a plan for success. The plan for success will be a contract between the student and the department of nursing. Academic probation will continue until the student reaches the end of the term that he/she repeats the failing nursing class. A copy of the plan for success will be sent to the Graduate Program Director.

Nursing Academic Progression

RN-BSN Students

A student enrolled in the RN-BS Program must achieve a course grade of 2.67 for academic progression. Students who do not achieve a 2.67 or better in a course will not be allowed to progress. If a student receives less than a 2.67 in a course, the student will be placed on academic probation and will be eligible to retake the course. A plan for academic success will be created with the nursing faculty and student advisor to provide the additional support services to maximize the students' opportunity for success.

If a student does not achieve a 2.67 or better after repeating the course, the student will be dismissed from the nursing program. Students who are dismissed from nursing will be offered the opportunity to enroll in an alternative degree-granting program offered by SNHU should they wish to choose that option.

Students who have been dismissed from nursing and wish to be readmitted to the nursing program should review the process for readmission.

Graduate Students

Students enrolled into the MSN courses must achieve a B- or better for academic progression. Course credit cannot be applied to the MSN degree if the grade is less than B-. Students who achieve less than a B- minus in a course may be eligible to register to retake the course, and will be placed on academic probation. A plan for success will be developed in coordination with the Graduate Program Director, the student's academic advisor and the student.

Graduate students who do not achieve a B- or better upon repeating the course will be dismissed from the Graduate Nursing Program. Students who are dismissed from the nursing program may be considered for other graduate programs offered by SNHU. Students who wish to petition for readmission to the Graduate Nursing Program should review the process for readmission.

Students receiving federal financial aid

To comply with the distribution for federal student aid, students must have successfully completed at least 67 percent of all the credits he or she has attempted at SNHU during the entire period of enrollment. Total credits earned divided by total credits attempted equals the percent of all credits.

Refer to the following web link for academic progression and satisfactory academic progress (SAP) for financial aid.
<https://my.snhu.edu/Offices/OneStop/policies/SAP/policy/Pages/default.aspx>

Nursing Academic Warnings

Both Undergraduate and Graduate Nursing Courses are delivered over an 11-week semester. Students' academic progress is monitored on a weekly basis; at week 5 students will be assessed for satisfactory academic achievement in courses for which they are enrolled. If a student is at risk for failure, the student will receive an academic warning. The student should then schedule a time to meet with their academic advisor and the course faculty to seek strategies for successful course completion.

Nursing Appealing a Warning, a Paper, an Examination or a Course Grade

Students who have questions about a grade received on a course assignment should first meet with the involved faculty. This meeting should take place within one week of receiving the warning, paper, examination or course grade. Discussion should focus on understanding the faculty's rationale for the grade. Most often, this meeting results in an understanding of each party's perspective. If, in either party's opinion, such an understanding is not reached, either party may ask to meet with the Assistant Dean of Nursing (ADN) for undergraduate students and the Graduate Program Director for Graduate Students. The ADN, or Graduate Program Director, will make an effort to help parties involved to reach an understanding. If a satisfactory understanding is not reached, either party may ask to meet with the Nursing Department Associate Dean-Chief Nurse Administrator who will convene a meeting of the Department of Nursing Student Affairs committee. Members of this committee include: Assistant Dean for Nursing, Compliance Director for Nursing, Graduate Program Director, Student Advisor, and an Assistant Dean from another COCE department. They will then review the issue at hand and advise the Associate Dean-Chief Nursing Officer. The Associate Dean of Nursing will then render a decision. If the student is still not satisfied, they may file a formal written complaint. Please view the University Handbook for the formal complaint policy. Also see related university policies for instances where the student is still not satisfied with the decision.

Dismissal from Nursing and Readmission Process

Students in the undergraduate or graduate program who fail a second nursing course after a plan for success has been attempted will be dismissed from the nursing program.

Students who are dismissed from nursing may be eligible for other undergraduate or graduate programs offered by COCE. Students should speak with their academic advisor.

Students who wish to petition for readmission should review the process for readmission.

Process for Readmission to the Nursing Program

RN-BSN students seeking readmission to the nursing program may reapply to the nursing program. The policy and process for readmission is as follows:

1. Students are eligible for readmission two semesters after the term in which they were dismissed.
2. Students wishing to be considered for readmission must submit a request in writing three weeks prior to the term start they are seeking enrollment to allow time for review of the request.
3. Submit a letter to the Assistant Dean of Nursing requesting readmission to the nursing program.
4. In the letter, please include what circumstances you believe contributed to your challenges with successfully completing the program when first enrolled. Describe what strategies are in place now to improve your chances for success.
5. In your letter, please include your name and student number.
6. Students may want to contact their academic advisor for assistance with this process.

If you have been away from the program for more than a year, please consult the Undergraduate Student Catalog for processes and procedures related to readmission.

Graduate Students seeking readmission to the nursing program may reapply to the nursing program. The policy and process for readmission is as follows:

1. Students are eligible to apply for readmission two semesters after the term in which they were dismissed.
2. Students wishing to be considered for readmission must submit a request three weeks prior to the term start they are seeking enrollment to allow time for review of the request.
3. Submit a letter to the Nursing Graduate Program Director requesting readmission to the graduate nursing program.

4. In the letter, please include what circumstances you believed contributed to your challenges with successfully completing the program when first enrolled. Describe what strategies are in place now to improve your chances for success.
5. In your letter, please include your name and student number.
6. Students may want to contact their academic advisor for assistance with this process.

For students who have not been enrolled in a course for one year or more, please see the Graduate Student Catalog for COCE students for readmission process.

Student Concern and Complaint Policy

Student concerns and complaints, as statements of dissatisfaction, may involve course, program or college level experiences. For course-related concerns or complaints, the course faculty member is to be the first resource and primary contact for communication.

For program level concerns, the contact person is the Assistant Dean of Nursing. For college level concerns, the contact person is the Associate Dean-Chief Nursing Officer for the Nursing Department. The college encourages such direct communication for informal resolution of the concern or complaint. However, students also have the option to directly submit a formal request for review of the complaint or concern if it does not appear to receive adequate attention or resolution. Please see the University Student Handbook for policy related to the formal complaint policy.

This policy and procedure provides the opportunity for students to formally address and document complaints and concerns about the Department of Nursing at SNHU COCE. Complaints and concerns may relate to, but are not limited to, the course expectations, the overall program of study, faculty, classmates, college staff or other college activities.

All complaints will be handled in accordance with written policies of SNHU COCE and the Department of Nursing. For violations of the Code of Student Conduct, refer to the Southern New Hampshire University Student Handbook by visiting: <https://my.snhu.edu/Resources/StudentHandbooks/Documents/Student%20Handbook.pdf>.

This student complaint policy has been written in accordance with standards set forth by the Commission on Collegiate Nursing Education. See <http://www.aacn.nche.edu/Accreditation/pdf/standards09.pdf>.

Student Evaluation of Faculty and Ongoing Assessment

Faculty members are evaluated by nursing students at the end of each semester. Formative evaluations are also done at the completion of week four. Student evaluations are anonymous and provide feedback to faculty and administration and are used as part of the faculty evaluation process. Faculty does not have access to the evaluations until after course grades are submitted. Students are encouraged to value and treat evaluations seriously, to be honest and specific with praise and criticism, and to offer your ideas for improvement. Additionally, please utilize faculty office hours for providing faculty with ongoing feedback throughout the semester.

Nursing General Academic Requirements

Criteria for Admission to Online RN to BSN

1. Graduated from an accredited ADN or Diploma School of Nursing
2. Hold an unencumbered registered nursing license by the end of the first nursing course
3. Have a GPA of 2.5 or better from their nursing program
4. Have daily internet access

SNHU COCE has partnered with the Community College System of New Hampshire to offer both a baccalaureate and Master's in nursing. Students who have graduated from the Community College System of New Hampshire after

January 2012 are eligible to apply under the conditions of the partnership agreement. Please contact the advisor at the community college for specific information for students eligible for the partnership agreement.

Transfer Credits

Up to 90 transfer credits may be accepted. Credits will be awarded in recognition of having completed a registered nurse program and passing the National Licensure Examination for Registered Nurses (NCLEX-RN). There is no time limit for accepting science courses.

Transfer of Nursing Courses

The RN-BSN program has a unique curriculum that can make transfer credit for nursing courses difficult. Students seeking transfer of nursing courses must submit a course syllabus for the nursing course they wish to receive credit. The course being considered must have been completed at an accredited school of nursing. Unless otherwise stated, courses considered for transfer must be discrete courses. For example, Health Assessment content integrated in a Medical-Surgical Course will not be considered for transfer credit.

The Nursing Compliance Officer will review the course description, assessments and credit hours to determine if nursing transfer credits can be awarded. In the case where nursing transfer credits are granted, the student still will need to complete the 30 residency hours required for degree conferral at SNHU.

Transfer of Graduate Level Courses

Students who wish to be considered for graduate nursing transfer evaluation must submit a course syllabus for the courses they wish to be considered for transfer. The Nursing Compliance Officer will review all requests for transfer of nursing graduate courses to assure that students will have the requisite knowledge needed to meet the degree requirements for graduation. The Department of Nursing may accept a maximum of six graduate credits at time of admission. Once students are matriculated at SNHU, students are expected to complete their course work at SNHU.

Nursing Graduate Program Admission Criteria

1. An active, unencumbered license to practice as a registered nurse
2. An earned GPA of 3.0 from their BSN program
3. Provisional acceptance: Students who have achieved a 2.67 GPA, but less than a 3.0 GPA, may be admitted to the first graduate course on a conditional basis. Students admitted on a provisional basis to the graduate program must achieve a B+ or better in their first graduate class. With achievement of B+ or better in their first graduate class, students may be offered acceptance. SNHU does not require GREs for admission to the graduate program.

Students who have graduated from SNHU's RN-BSN program and have successfully completed the graduate level course work in NUR 410 Community and Global Health and/or the graduate level work in NUR 330 Research and Evidence-based Practice may be waived out of the Graduate Courses NUR 501 Global Health and Diversity and NUR 506 Evidence-based Practice respectively.

Nursing Mission

The mission of the nursing department flows from the mission and vision of the University and the College of Online and Continuing Education. Our mission is to be a leader in providing quality undergraduate and graduate nursing education with distinction in scholarship, service and practice for registered nurses seeking to maximize their personal and professional potential. This mission is fulfilled through innovative programs responsive to the needs of adult learners in an online environment. The program provides the nursing professional with the knowledge, attitude, skills and behaviors that lead to patient-centered collaborative healthcare. Graduates are prepared to apply theory

guided, culturally competent, evidence-based professional nursing practices to improve the well-being of diverse populations in varied healthcare settings nationally and internationally.

Academic Requirements, Sport Management

Students in Sport Management Programs (Majors, Concentrations, and Minors) must earn a minimum of a “C” grade in all required program courses.

Students in the BS in Sport Management must in addition:

- Achieve a minimum cumulative GPA of 2.5
- Complete an internship of at least 300 hours

There is an application process for any University College undergraduate who wished to change their major to a Bachelor of Science in Sport Management.

Academic Standards

Academic Honors

President's List and Dean's List

At the close of each semester at Southern New Hampshire University, the registrar's office publishes two lists of students who have achieved standards of academic excellence during the semester's work. As of June 1, 2013, students who have earned a minimum grade-point average of 3.700 and above for the semesters are named to the President's List. Students who have earned a minimum grade-point average of 3.500 to 3.699 for the semesters are named to the Dean's List.

Alpha Chi Honor Society

Alpha Chi Honor Society at Southern New Hampshire University recognizes the scholastic achievement of junior and senior liberal arts students. Alpha Chi is a national honor society that provides meaningful benefits for students who plan to pursue graduate or professional study or who plan to pursue a career. Students who have completed 60 credits (with at least 30 of those credits at SNHU) are eligible. Based on their cumulative grade point average, students must be from the top 10 percent of the junior and senior class.

Delta Mu Delta Honor Society

The Southern New Hampshire University business bachelor's degree program honor society is the Gamma Nu chapter of Delta Mu Delta, a national honorary society in business administration. Its purpose is to promote and recognize higher scholarship in training for business and to reward scholastic achievement in business subjects.

Students of good character enrolled in day or evening business-related majors and studying for bachelor's degrees are eligible for membership. A candidate must have completed at least one half of the credits required for his or her bachelor's degree (including a minimum of 24 credit hours, i.e., eight courses at Southern New Hampshire University), have maintained a cumulative grade point average of 3.25 or higher, and reside in the top 20 percent of his or her respective class.

Eta Sigma Delta Honor Society

Eta Sigma Delta (ESD) is the International Hospitality Management Society established in 1978 to recognize hospitality and tourism students for outstanding academic achievement. ESD chapters throughout the world are a testament to the dedication of students and professionals in hospitality and tourism to the pursuit of academic, professional and personal excellence.

The Southern New Hampshire University chapter provides an opportunity for students to pursue activities that will prepare them to distinguish themselves in an increasingly competitive industry. Students are provided with a networking system that allows for interaction and the exchange of information. It is the intent that this Honor Society will lead hospitality and tourism educators and professionals to the highest levels of professionalism and achievement.

Interested Southern New Hampshire University students must meet the following requirements in order to be eligible for membership:

1. Be enrolled in the School of Business and majoring in hospitality and/or culinary management;
2. Have completed 50 percent of their total academic credits;
3. Have a minimum cumulative GPA of 3.2;
4. Agree to uphold the values of excellence, leadership, creativity, service and ethics of Eta Sigma Delta.

Phi Theta Kappa Honor Society

Phi Theta Kappa is an international honor society that recognizes and encourages scholarship for two-year associate degree programs. Phi Theta Kappa attains its goals by developing opportunities for leadership, fellowship and service, as well as providing an intellectual climate for continued academic excellence.

Candidates must have completed at least 12 credit hours in courses that could be applied to an associate degree. Students must earn no less than a 3.5 grade-point average to be invited to accept membership in Phi Theta Kappa.

Pi Lambda Theta

Founded in 1910, Pi Lambda Theta (PLT) is the most selective honor society for educators. Pi Lambda Theta recognizes the academic achievement and outstanding disposition of graduating education students. Pi Lambda Theta honors the accomplishments of exemplary pre-service educators and supports their continuing development of knowledge and skills, fostering individual leadership and promoting professionalism. PLT is a member of Phi Delta Kappa International Family of Associations.

At SNHU, there is a direct honors program where PLT extends membership to graduating students who have been identified by School of Education faculty as having satisfied the eligibility requirements. Graduate students must have achieved a GPA of 3.9 or above; undergraduate students must have earned a 3.5 or above. All candidates must have demonstrated exceptional disposition through their education program.

Psi Chi Honor Society

Psi Chi is the International Honor Society in Psychology, founded in 1929. The purpose of Psi Chi is to encourage, stimulate and maintain excellence in scholarship and advance the science of psychology. Membership is open to both graduate and undergraduate students who are making the study of psychology a major interest. Minimum qualifications include the completion of at least five quarters of college course work, including nine semester hours in psychology. A minimum grade-point average of 3.0 overall and in psychology coursework is required.

Psi Chi is a member of the Association of College Honor Societies (ACHS) and is an affiliate of the American Psychological Association (APA) and the American Psychological Society (APS).

Sigma Tau Delta Honor Society

Sigma Tau Delta is the International English Honor Society. SNHU established its own chapter, Alpha Pi Psi, in the fall of 2008. The Honor Society provides eligible English Language and Literature and Creative Writing majors and minors with opportunities to attend and present at conferences, publish undergraduate work, participate in field trips, and gain valuable networking opportunities. Sigma Tau Delta welcomes students to apply who have completed at least three semesters at SNHU, have completed more than two literature courses beyond the core requirements, and have maintained a minimum 3.0 GPA.

NBEA Award of Merit

The National Business Education Association Award of Merit is presented to the outstanding graduating senior in business/marketing teacher education. This award is presented at the discretion of the business education program faculty.

Academic Renewal

Undergraduate

Students who change majors/programs or withdraw and return may apply for academic renewal after at least one-year absence. This allows students to be considered as transferring from another institution. All academic regulations are the same as those for transfer students.

The following restrictions are imposed:

- It must be approved by the Scholastic Standing Committee.
- It may be granted only once to a student after at least a one-year absence.
- A new grade-point average is started.
- A minimum of 30 credits must be completed at Southern New Hampshire University after renewal is granted.
- When students are granted academic renewal, any grade below a "C" appearing on their transcripts will have an "R" precede the original grade (i.e. "RC-" will appear for a course eligible for academic renewal with a final grade of "C-", "RD" will appear for a course eligible for academic renewal with a final grade of "D", etc.).
- Courses so designated will be eliminated from the student's GPA and will not earn credit toward graduation.
- Any grade of "C" or better appearing on their transcripts will be included in the student's GPA and will earn credit toward graduation.

NOTE: Academic renewal does not affect calculations utilized by financial aid to determine satisfactory academic progress.

Graduate

A graduate student may apply for academic renewal when the student has changed to another graduate program and has demonstrated academic success in the new program. To be eligible for academic renewal for courses taken previously in a prior graduate program, the student must successfully complete a minimum of 9 credit hours in the new program with a grade of "B-" or above in each course. Any courses that were part of a previously conferred degree or certificate are not eligible for academic renewal.

Academic Renewal is granted at the discretion of the COCE Scholastic Standing Committee. Academic Renewal will only be granted once in the student's graduate academic career at SNHU and cannot be reversed.

When students are granted academic renewal, the credit for courses with grades below "B-" is forfeited and the associated grades are excluded from the grade point average calculation. Courses with grades of "B-" or above will remain intact; their grades and credit will continue to be included in all credit and GPA calculations.

NOTE: Academic renewal does not nullify policies restricting the age of coursework or time limits on program completion. It also does not affect calculations utilized by financial aid to determine satisfactory academic progress.

Amendment of Degree Requirements

The courses required for a specific degree are outlined in the university catalog. Any change in program course requirements must be approved by the student's program coordinator/department chair and school/associate dean. A form for this purpose may be obtained online or from the Office of the University Registrar. The completed and approved form must be received by the Office of the University Registrar before the change will become effective.

Ceremonial and Latin Honors

Ceremonial Honors

Ceremonial Honors serve to acknowledge outstanding academic performance for purposes of the commencement ceremony only. All students eligible to participate in the May commencement ceremony (and whose degree has not yet been conferred) are evaluated for Ceremonial Honors on the first business day of April of each year. Students whose degrees have been conferred prior to April 1 will be recognized at the commencement ceremony in accordance with the Latin Honors criteria (see below). Ceremonial Honors are awarded in accordance with the following requirements:

As of October 1, 2013:

Requirements		Acknowledgment	
<i>Minimum Institutional Credits</i>	<i>Cumulative GPA</i>		
Associate's=15 Bachelor's=45	3.500 - 3.699	Honors	Cum Laude
Associate's=15 Bachelor's=45	3.700 - 3.849	High Honors	Magna Cum Laude
Associate's=15 Bachelor's=45	3.850 - 4.000	Highest Honors	Summa Cum Laude

Prior to October 1, 2013:

Requirements		Acknowledgment	
<i>Minimum Institutional Credits</i>	<i>Cumulative GPA</i>		
Associate's=15 Bachelor's=45	3.000 - 3.499	Honors	Cum Laude
Associate's=15 Bachelor's=45	3.500 - 3.799	High Honors	Magna Cum Laude
Associate's=15 Bachelor's=45	3.800 - 4.000	Highest Honors	Summa Cum Laude

Students are not reassessed for ceremonial honors after the assessment date (the first business day in April). The list of students receiving Ceremonial Honors will be made available well in advance of the commencement ceremony. Students receiving Ceremonial Honors are presented with a gold tassel, the honor is read aloud as they walk across the stage, and it is noted in the commencement booklet. Ceremonial Honors are not recorded on the student's permanent official record, transcript or diploma.

Latin Honors

Latin Honors are recognized on the student's permanent official record and reflected on the transcript and diploma.

As of October 1, 2013:

Requirements		Acknowledgment	
<i>Minimum Institutional Credits</i>	<i>Cumulative GPA</i>		
Associate's=30 Bachelor's=60	3.500 - 3.699	Honors	Cum Laude
Associate's=30 Bachelor's=60	3.700 - 3.849	High Honors	Magna Cum Laude
Associate's=30 Bachelor's=60	3.850 - 4.000	Highest Honors	Summa Cum Laude

All program requirements and coursework completed.

Prior to October 1, 2013:

Requirements		Acknowledgment	
<i>Minimum Institutional Credits</i>	<i>Cumulative GPA</i>		
Associate's=30 Bachelor's=60	3.000 - 3.499	Honors	Cum Laude
Associate's=30 Bachelor's=60	3.500 - 3.799	High Honors	Magna Cum Laude
Associate's=30 Bachelor's=60	3.800 - 4.000	Highest Honors	Summa Cum Laude

All program requirements and coursework completed.

COCE Scholastic Standing

Policy

Students must maintain a minimum cumulative grade point average (GPA) to remain in good scholastic standing. Students with a cumulative GPA that falls below the minimum face scholastic sanctions that include Scholastic Warning, Continued Scholastic Warning and Academic Suspension or Dismissal. In order to qualify for graduation, a student must be in good scholastic standing.

Undergraduate Scholastic Standing

Undergraduate students must maintain a cumulative GPA of 2.0 or higher, except for nursing students who must maintain a cumulative GPA of 2.67 or higher.

- **Scholastic Warning:** Students with a cumulative GPA that falls below the minimum cumulative GPA of 2.0 (2.67 for nursing) are placed on Scholastic Warning.
- **Continued Scholastic Warning 1:** Students on Scholastic Warning who do not achieve a cumulative GPA of 2.0 (2.67 for nursing) the following term are placed on Continued Scholastic Warning 1.
- **Continued Scholastic Warning 2:** Students on Continued Scholastic Warning 1 who do not achieve a cumulative GPA of 2.0 (2.67 for nursing) the following term are placed on Continued Scholastic Warning 2. Students on Continued Scholastic Warning 2 from a previous term who achieve a 2.0 term GPA (2.67 for nursing) for the current term but do not achieve a cumulative GPA of 2.0 (2.67 for nursing) continue on Continued Scholastic Warning 2 to allow them the opportunity to improve their cumulative GPA. As long as

students continue to achieve a 2.0 term GPA (2.67 for nursing) they continue on Continued Scholastic Warning until they achieve a cumulative GPA of 2.0 (2.67 for nursing).

- **Academic Suspension:** Students on Continued Scholastic Warning from a previous term who do not meet a minimum term GPA of 2.0 (2.67 for nursing) for the current term are recommended for Academic Suspension.
- **Academic Dismissal:** Students are permanently dismissed from the institution.
- **Good Scholastic Standing:** Students who meet the required cumulative GPA are returned to good scholastic standing.

Advantage Program Undergraduate Scholastic Standing

Advantage Program undergraduate students must maintain a cumulative GPA of 2.0 or higher.

- **Scholastic Warning:** Students with a cumulative GPA that falls below the minimum cumulative GPA of 2.0 are placed on Scholastic Warning.
- **Continued Scholastic Warning:** Students on Scholastic Warning who do not achieve a cumulative GPA of 2.0 the following term are placed on Continued Scholastic Warning. Students on Continued Scholastic Warning from a previous term who achieve a 2.0 term GPA for the current term but do not achieve a cumulative GPA of 2.0 are continued on Continued Scholastic Warning to allow them the opportunity to improve their cumulative GPA. As long as students continue to achieve a 2.0 term GPA, they will continue on Continued Scholastic Warning until they achieve a cumulative GPA of 2.0.
- **Academic Suspension:** Students on Continued Scholastic Warning from a previous term who do not meet a minimum term GPA of 2.0 for the current term are recommended for Academic Suspension.
- **Academic Dismissal:** Students are permanently dismissed from the institution.
- **Good Scholastic Standing:** Students who meet the required cumulative GPA are returned to good scholastic standing.

Graduate Scholastic Standing

Graduate students must maintain a cumulative GPA of 3.0 or higher.

- **Scholastic Warning:** Students with a cumulative GPA that falls below the minimum cumulative GPA of 3.0 are placed on Scholastic Warning.
- **Continued Scholastic Warning:** Students on Scholastic Warning who do not achieve a cumulative GPA of 3.0 the following term are placed on Continued Scholastic Warning. Students on Continued Scholastic Warning from a previous term who achieve a 3.0 term GPA for the current term but do not achieve a cumulative GPA of 3.0 continue on Continued Scholastic Warning to allow them the opportunity to improve their cumulative GPA.
- **Academic Suspension:** Students on Continued Scholastic Warning from a previous term who do not meet a minimum term GPA of 3.0 for the current term are recommended for Academic Suspension.
- **Academic Dismissal:** Students are permanently dismissed from the institution.
- **Good Scholastic Standing:** Students who meet the required cumulative GPA are returned to good scholastic standing.

Scholastic Standing Notification

Once final grades are posted, the Office of the Registrar notifies students who do not meet scholastic standing requirements via the student's university email account. Students who are placed on Academic Suspension or Dismissal will have any current enrollments cancelled.

Review Process for Academic Suspension

Scholastic standing for students who are recommended for academic suspension or dismissal is reviewed by the COCE Scholastic Standing Committee. Students will be scholastically suspended unless the Committee makes the determination to allow the student to continue based on those extenuating circumstances presented by the student. The Committee meets on the third day business day following the end of the term.

Students with extenuating circumstances should work with their advisors to prepare a request to be allowed to continue. In considering the appeal, the committee will look at three key criteria (1) student's past performance to see if the student has demonstrated improvement, (2) the extenuating circumstances that kept the student from achieving the required GPA, and (3) the steps the student will take to ensure success in the future. The student's request to the committee must address each of these criteria.

Appeal Process for Readmission after Academic Suspension

Students who have been scholastically suspended may appeal, in writing, to the Scholastic Standing Committee; students must wait a period of three terms (6 months) before appealing. In cases in which a student appeals a academic suspension decision and is denied readmission, the student will be informed by the committee by email within 20 business days of receipt of the appeal. A student who is readmitted is required to earn a term GPA of 2.0 for undergraduate, 2.67 for nursing undergraduate and 3.0 for graduate, and may be limited to enrolling in only one course per term. A student who is readmitted on Scholastic Warning will need to meet regularly with the advisor to discuss resources and review progress until he or she achieves the cumulative GPA required for good standing.

COCE Scholastic Standing Committee

The COCE Scholastic Standing Committee is responsible for considering student appeals for readmission after academic suspension or dismissal and requests for scholastic renewal. The Committee is comprised of an executive director or associate dean who serves as chair, two additional associate or assistant deans, an advising representative and a representative from the Office of the Registrar, all of whom are voting members. The chair and assistant deans are appointed by the COCE Chief Academic Officer, the advising representative by the VP of Advising, and the registrar representative by the registrar.

The Committee has the authority to:

- Readmit a student who was scholastically suspended. A student who is readmitted is placed on Scholastic Warning and may be restricted to one (1) course per term until he or she achieves the cumulative GPA required for good standing.
- Require that a student who was scholastically suspended change his or her major to a major in which the student may perform more strongly. A student who is readmitted under a different program is placed on Scholastic Warning and may be restricted to one (1) course per term until he or she achieves the cumulative GPA required for good standing. In the case of a change in program, the scholastic regulations are the same as those that apply to transfer students.
- Uphold the academic suspension or dismiss a student from the university.
- Grant or deny scholastic renewal.

Credit Hour Definition

The US Department of Education and the NEASC Commission on Institutions of Higher Education have this past summer issued new language and guidelines regarding the definition of a credit hour. Federal regulations regarding the definition and assignment of credit hours under Section 600.2 and 600.24(f) of the Higher Education Opportunity Act now state, in part, that a unit of credit is: "An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately ... ten to twelve weeks for one quarter hour of credit or the equivalent amount of work over a different period of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours."

This regulation became effective July 1, 2011 and is now in effect. While SNHU has historically applied the Carnegie definition of "credit hour" to determine the relationship between student/faculty contact time and academic credit awarded, the following policy, issued by the Provost, is meant to codify our practice and remind all academic administrators and faculty of our policy and its implementation.

Face-to-Face Lectures/ Seminar/Discussion Courses

Three credit hours will be awarded for fifteen weeks of two 75-minute classes per week (or the equivalent in 50-minute, or 150-minute sessions) with a normal expectation of two hours of outside study for each class session. For courses awarding some other number of credit hours, one credit will be earned for fifteen 50-minute sessions of classroom instruction in a term (or its equivalent) with a normal expectation of two hours of outside study for each class session. The Department of Education recognizes that institutions are innovating with new delivery models and is not making seat time the sole metric of credit hour equivalency. For non-traditional delivery, we permit the following equivalencies:

Hybrid Courses

A separate hybrid policy for University College was proposed in late 2010 and approved by the Academic Policy Committee on April 5, 2011. A parallel policy is in force in COCE. Both policies remain in effect, and are not changed by this document.

Fully Online Courses

Online asynchronous or synchronous courses must mirror the learning outcomes and academic standards of the analogous face-to-face course. Thus, while students may spend no time "in class," they complete the equivalent amount of work. Federal regulations recognize the special nature of "class time" in the online environment.

Individual Activity Courses (independent study, course by arrangement)

Such courses have generally been three credit hours at SNHU. Faculties are expected to assess the level and amount of student learning, and award credit only when the work is of sufficient challenge and quality. While faculty guidance is expected, much or most of this activity is done independently by the student on his/her own time.

Internships

SNHU awards credit hours for learning acquired outside the institution if it is an integral part of a program of study. We particularly encourage internships which are supervised by disciplinary faculty. When work experience receives academic credit, it should both be suitably supervised and of sufficient length to be meaningful. Historically this has been achieved by awarding three semester credits for fifteen weeks of ten clock-hours per week or 150 internship hours for a 3-credit course.

Credit by Examination and Prior Learning Assessment (PLA)

At its discretion, SNHU may award academic credit for mastery demonstrated through credit-by-examination and PLA. Approved credit may be used to satisfy degree requirements or to reduce the total number of remaining hours required for a degree.

Other Special Arrangements (study abroad, etc.)

Credit hours to be earned in approved overseas academic programs will be considered on an individual basis following established procedures in the specific Schools. All other special arrangements must be submitted to, and approved, by the Provost / Sr. VP of Academic Affairs.

General Education

The General Education program at Southern New Hampshire University provides our students with the knowledge, skills, and cultural awareness necessary to succeed in their major field of study and become leaders in their chosen professions and communities. Students who complete the General Education program will also acquire the tools to become independent thinkers and lifelong learners who are able to make informed moral and ethical decisions.

Knowledge of Human Cultures and the Physical and Natural World

A graduate of SNHU is expected to gain awareness and understanding of human cultures and the physical and natural world through study in Fine Arts and Humanities; Social and Behavioral Sciences; and Science, Technology, and Mathematics. The general education program consists of 45 credit hours.

Fine Arts and Humanities

Students will be able to:

- Analyze texts as well as visual and performing arts in the context of cultural and social history.
- Understand and navigate various local, national, and global cultures.
- Appreciate the aesthetic value and meaning of the arts.

Social and Behavioral Sciences

Students will be able to:

- Understand the systematic study of social relations, human experiences, and patterns of change.
- Use concepts and methods used by social or behavioral scientists to investigate, analyze, or predict behavior.
- Analyze the influences of social, cultural, or political institutions on individuals and groups.
- Recognize the role of social and behavioral sciences in personal and societal decision-making.

Science, Technology, and Mathematics

Students will be able to:

- Perform scientific inquiry for personal and societal purposes.
- Reason and solve quantitative and qualitative problems.
- Create and support arguments with quantitative evidence.
- Demonstrate information fluency.

Communication

A graduate of SNHU is expected to use effective written, verbal, and non-verbal communication for a variety of situations, genres, purposes, and audiences.

Students will be able to:

- Demonstrate an awareness of audience, purpose and genre for oral and written work.
- Demonstrate oral presentation skills, including the use of appropriate verbal and nonverbal skills.
- Convey information—text, data, and images—purposefully and effectively.
- Follow the conventions of Standard English including grammar, spelling, punctuation and mechanics.
- Reference information ethically and appropriately.

Critical and Creative Thinking

A graduate of SNHU is expected to think critically and creatively by locating, assessing, and analyzing relevant information using quantitative and qualitative reasoning.

Students will be able to:

- A graduate of SNHU is expected to think critically and creatively by locating, assessing, and analyzing relevant information using qualitative and quantitative reasoning.
- Locate relevant information using multiple modes of inquiry.
- Interpret the motivations, observations, experiences, and arguments of others.
- Analyze evidence using deductive and inductive reasoning.
- Explore alternate, divergent, or contradictory solutions in addressing problems and opportunities.
- Synthesize ideas or solutions into a coherent product.

Collaboration

A graduate of SNHU is expected to demonstrate the ability to learn and work collaboratively with individuals of diverse cultures and perspectives in order to reach common goals.

Students will be able to:

- A graduate of SNHU is expected to demonstrate the ability to learn and work collaboratively with individuals of diverse cultures and perspectives in order to reach common goals.
- Recognize the value of multiple perspectives in order to work in complex and diverse environments.
- Interact and contribute as a team member to meet stated goals.
- Foster a constructive team climate and successfully resolve team conflict.

Personal and Social Responsibility

A graduate of SNHU is expected to assess and accept the consequences of one's actions, be an informed and responsible citizen, and affect positive change in the world.

Students will be able to:

- A graduate of SNHU is expected to assess and accept the consequences of one's actions, be an informed and responsible citizen, and affect positive change in the world.
- Articulate their personal values and core beliefs.
- Identify and evaluate ethical issues and their implications.
- Engage in meaningful civic activities.
- Analyze the connection between academic study and civic engagement.
- Complete required work professionally and on time.

Integration, Application, and Reflection

A graduate of SNHU is expected to integrate general and discipline-based knowledge, apply this knowledge in and beyond the classroom, and reflect upon these experiences.

Students will be able to:

- A graduate of SNHU is expected to integrate general and discipline-based knowledge, apply this knowledge in and beyond the classroom, and reflect upon these experiences.
- Reference prior learning to develop multiple perspectives on educational or life events.
- Illustrate connections between knowledge and experience.
- Identify and develop connections across disciplines and perspectives.
- Adapt and apply knowledge, skills, or abilities to novel situations.
- Demonstrate a developing sense of self as a learner.

COCE Course Requirements

COCE General Education

FOUNDATIONS (12 CR)	ENG 122*				
	ENG 123**				
	SNHU 107***				
	Mathematics (Choice of one): MAT 130, MAT 135, MAT 140, MAT 210, MAT 211, MAT 299, MAT 230, or MAT 240 MAT 240 (for Business Programs ONLY)			MAT ____	
EXPLORATION (24 CR)	1. Fine Arts and Humanities (EFAH): choose <u>one</u> course from <u>two different</u> columns				
	A (Fine Art & Creativity) FAS 201, FAS 202, MUS 223, FAS 226, FAS 260, FAS 270, FAS 320, FAS 326, FAS 342, FAS 365, FAS 370, FAS 380	B (Literature) LIT 100, LIT 201, LIT 202, LIT 229, LIT 231, LIT 300, LIT 306, LIT 307, LIT 309, LIT 310, LIT 311, LIT 312, LIT 314, LIT 315, LIT 319, LIT 322, LIT 323, LIT 327, LIT 330, LIT 350, LIT 450, LIT 451, LIT 452	C (History) HIS 113, HIS 114, HIS 117, HIS 118, HIS 220, HIS 222, HIS 223, HIS 235, HIS 240, HIS 241, HIS 245, HIS 270, HIS 301, HIS 314, HIS 319, HIS 321, HIS 330, HIS 338, HIS 357, HIS 374	D (Ethics & Philosophy) PHL 111, PHL 210, PHL 212, PHL 214, PHL 230, PHL 316, PHL 363	---- ---- 6 CR
	2. Social and Behavioral Sciences (ESBS): choose <u>one</u> course from <u>two different</u> columns				
	A (Social Science) ATH 111, SOC 112, SOC 213, SOC 317, SOC 318, SOC 320, SOC 324, SOC 325, SOC 326, SOC 328, SOC 330	B (Economics) ECO 201, ECO 202, ECO 301, ECO 306, ECO 322, ECO 327, ECO 330, ECO 335, ECO 345, ECO 360	C (Political Science) POL 210, POL 211, POL 305, POL 306, POL 309, POL 327, POL 328, POL 360, POL 364, POL 370, POL 371, POL 372, POL 374	D (Psychology) PSY 108, PSY 201, PSY 205, PSY 211, PSY 215, PSY 216, PSY 224, PSY 225, PSY 230, PSY 257, PSY 258, PSY 300, PSY 305, PSY 307, PSY 310, PSY 314, PSY 315, PSY 319, PSY 321, PSY 322, PSY 323, PSY 324, PSY 326, PSY 327, PSY 331, PSY 335, PSY 405, PSY 442	---- ---- 6 CR
	3. Science, Technology, and Mathematics (ESTM): choose <u>one</u> course from <u>two different</u> columns				
A (Science) BIO 101, BIO 210, BIO 215, BIO 315, BIO 330, BIO 340, ENV 305, PHL 363, GEO 200, SCI 212, SCI 215, SCI 219, SCI 220, SCI 333	B (Information Technology) IT 100, IT 135, IT 145, IT 201, IT 205, IT 207, IT 209, IT 225, IT 232, IT 242, IT 270, IT 303, IT 305, IT 370, IT 375/GRA 310, IT 450	C (Mathematics) IHP 340 (Nursing majors ONLY), MAT 130, MAT 135, MAT 140, MAT 210, MAT 211, MAT 230, MAT 240, MAT 260, MAT 299, MAT 300, MAT 310, MAT 330, MAT 350, MAT 361, MAT 415, MAT 460, MAT 470		---- ---- 6 CR	
4. General Education Electives (EGED) (choose any <u>TWO</u>): Any of the above courses or choices from the following:					
ADV 263, ADV 340, ADV 429, COM 126, COM 212, COM 320, COM 322, COM 332, ENG 220, ENG 350, INT 113, INT 200, INT 309, INT 335, INT 433/MKT 433, INT 440, INT 441, MKT 113, MKT 222, MKT 229, MKT 230, MKT 266, MKT 270, MKT 326, MKT 337, MKT 345, MKT 350, MKT 355, MKT 360, MKT 432				---- ---- 6 CR	
INTEGRATION (9 CR)	COCE/Online Students: Choose <u>ONE</u> seminar course from below plus <u>TWO</u> courses from the Exploration area. Seminar #: ____				
	Diversity (IDIV): IDS 400 Diversity	Global Society (IGSO): IDS 401 Global Society	Wellness (IWEL): IDS 402 Wellness	---- ---- ----	
	Preparing for the Future (PFTF): IDS 403 Preparing for the Future			9 CR	
Total Credits in General Education Program				45 CR	

- * COCE students may fulfill the ENG 122 requirement with ENG-120 (if a UC student changes their "home base" to COCE)
- ** COCE students may fulfill the ENG 123 requirement with ENG-200 (if a UC student changes their "home base" to COCE)
- *** A COCE student entering as a freshman (less than 12 credits transferred in) may fulfill the SNHU experience requirement by taking SNHU107 worth three credits. SNHU 107 may be fulfilled by SNHU 101/202, 303, and 404 (if a student changes their "home base" from campus to COCE). All other students COCE students with 12 or more transfer credits may substitute a FREE ELECTIVE

SNHU-107 Required Course

SNHU 107, Online Success Strategies, is a 3 credit hour course designed to help students be successful in SNHU's online environment. It is a required course for online students who enroll with fewer than 12 transfer credit hours. Students must enroll in SNHU 107 during their first term and may elect to take one additional course that term. Students who fail SNHU 107 will be required to re-enroll in SNHU 107 in the next term and will not be permitted to enroll in any other course during that term. Students who fail a second time will be dismissed from the university.

Students who take their courses in-person at a Center location may replace the SNHU 107 requirement with a free elective.

SNHU 107 is not required for conditionally accepted (AEP) students, but is highly recommended. AEP students who fail their first term course(s) will be required to take SNHU 107 and will be limited to that course. If they fail SNHU 107 in a second term, they will be dismissed from the university.

Admissions

Admission Statuses

Admission Decisions

An admission decision is considered official upon notification to the student. The admissions director can rescind an admission decision if any of the information submitted in the application process is found to be inaccurate, without submission of an official, final transcript from any previous institution attended, including from high school (if required) and four-year institutions, or if the student's qualifications change significantly (for example, if a student's disciplinary or criminal background changes after admission is offered).

Unconditional Acceptance

A student who is accepted unconditionally to COCE has been admitted to enroll at the university with no additional conditions other than academic expectations of COCE students.

Conditional Acceptance, Evaluation Pending

A student who is accepted conditionally is approved for enrollment for the first semester only pending receipt of final, official transcripts. The student is limited to no more than two courses (6 credits) in the first semester. Students must submit official transcripts by the end of the term to be eligible to enroll for the next term.

Provisional Acceptance, Graduate

Provisional accept indicates that a student's undergraduate GPA (Grade Point Average) is between 2.00 and 2.749. In order to receive an unconditional accept and continue enrollment, students must achieve a grade of "B" or better in each of their first two courses. Students who have been provisionally accepted and who do not achieve a "B" or better in each course will not be permitted to continue. Not all programs allow provisional admission. See specific program requirements for details.

Denial

A denial decision is only made for the term for which a student applies, and a student who is denied may reapply for a future semester, provided that circumstances for the student have changed (for example, a semester of coursework elsewhere). Denial decisions are determined by the admissions committee and may not be appealed.

Matriculated

Students are considered matriculated who were conditionally, provisionally or unconditionally admitted and then enrolled in an academic program.

Non-Matriculated, Course Work Only

COCE occasionally allows students who are not interested in pursuing a degree or certificate to enroll in courses of interest without matriculating. Undergraduate non-matriculated students may enroll for up to six credit hours (2 classes) in a term, not to exceed twelve (12) credit hours in total. Graduate non-matriculated students may enroll for up to six credit hours (2 classes). Enrollment is on a space-available basis.

Admissions Requirements, International Students

Application for an International Student

A complete application for an international student requires the following:

- A completed International Student Application, found at www.snhu.edu/1489.aspx or at www.snhu.edu.

Click on "Apply Now" and click on "International Students." Do not change the first question radial button that is defaulted to "Yes."

- Payment of international student application fee, which can be waived at the discretion of the International Admissions Office.
- Proof of graduation or completion of program (high school or equivalent for Bachelor's degree and equivalent of US Bachelor's degree for Master's program consideration).
- Transcripts or mark sheets of all course work taken, with grades or marks for each course indicated (photocopies certified as true copies of originals are acceptable).

Documentation Format. Official copies of academic records (degrees, diplomas, transcripts) must be translated into English, in one of the following formats:

- original academic records in English showing completion or attendance at a recognized institution

- attested copies of original academic records produced by an official body recognized and accredited by AICE (Association of International Credential Evaluators) or NACES (National Association of Credential Evaluation Services) recognized organization, or official SNHU representative
- scans of attested copies of original academic records by any recognized official body or official SNHU representative; originals or attested copies must be requested and must be submitted by the end of the first term/semester of enrollment at SNHU.
- **English Proficiency.** Proof of English proficiency or agreement to enter our full-time, intensive English as a Second Language (ESL) program. Southern New Hampshire University provides conditional admission for students needing ESL prior to entering a degree program.
- **Accepted Tests.** The following tests are accepted: TOEFL (The SNHU TOEFL code number is 3649), IELTS, Michigan, EF, ELS, PTE, Cambridge.
 - **Bachelor's Degree Applicants.** Bachelor's degree applicants must demonstrate proficiency as evidenced by:
 - TOEFL score of 71 and greater
 - IELTS score of 6.5 and greater
 - PTE score of 49 and greater
 - ELS score of 111 and greater
 - EF score of 107 and greater
 - Michigan score of 85 and greater

The TOIEC examination is not accepted. Other language tests may be considered based on equivalent scores to those mentioned above. Students from partner institutions may be considered for exemption from language tests based upon written confirmation of language proficiency by partner school officials.

Students with the following scores will be assigned to a bridge program with some English and some course work:

- between TOEFL 61-70
- IELTS 6
- between PTE 44-48
- between ELS 109/110
- EF 106
- between Michigan 80-84

Students who have some university level academic work may be eligible for transfer credits or exemptions.

Students with the scores listed below can register and attend [English as a Second Language \(ESL\) program](#).

- TOEFL less than 60
- IELTS less than 6.06
- PTE less than 43
- ELS less than 109
- EF less than 106
- Michigan less than 80
- **Master's Degree Applicants.** Master's degree applicants must demonstrate proficiency as evidenced by:
 - TOEFL score of 81 or greater
 - IELTS score of 6.5 or greater
 - PTE score of 54 or greater

- ELS score of 107 or greater
- Michigan score of 90 or greater

The TOIEC examination is not accepted. Other language tests may be considered based on equivalent scores to those mentioned above. Students from partner institutions may be considered for exemption from language tests based upon written confirmation of language proficiency by partner school officials.

Students with the following scores will be assigned to a bridge program:

- TOEFL 71-78
- IELTS 6
- PTE 49-53
- ELS 112
- EF 106
- Michigan 85-89

Students with the scores listed below may register for and may attend the [English as a Second Language \(ESL\) program](#).

- TOEFL less than 71
- IELTS less than 6.0
- PTE less than 48
- ELS less than 112
- EF less than 106
- Michigan less than 85

Exceptions from language testing will be granted to students from those countries where SNHU considers English to be the official language. Students who have completed a four-year Bachelor's degree in the US will be waived from any English requirement.

- **Documentation of Financial Support.** Applicants must submit documentation that funds are available, i.e. official bank letter. A demonstrated level of support not only for tuition and room and board, but also for living expenses, pocket money, books, etc., is necessary. Additionally, a copy of ID page of passport is required.

Equivalence of foreign documents is determined on a case-by-case basis by the International Admissions Office. The International Admissions Office reserves the right to request that students obtain document evaluation and/or translation from an independent credentialing agency accredited by AICE (Association of International Credential Evaluators) or NACES (National Association of Credential Evaluation Services).

Admissions Requirements, Undergraduate

The College of Online and Continuing Education offers six undergraduate terms a year. Applications are accepted throughout the year. To be considered for admission to the College of Online and Continuing Education, students are asked to submit the following documents:

- [Online undergraduate application](#).
- [Transcript Request Release Form](#) to allow us to request US transcripts direct from previous accredited institutions (International applicants see requirements below).
- [Attestation Form](#) verifying high school completion or official GED scores or high school diploma.

Some programs may have specific requirements. Students should check www.snhu.edu for any specific requirements for their program of interest.

In addition, applicants are encouraged to explore financial aid options by checking with employers about tuition

reimbursement or finding out about grants, loans, and scholarships through SNHU's [Financial Aid Office](#).

Articulation Agreements

For information on [high school articulation scholarships](#), please refer to [One Stop](#).

For information on international articulation agreements, please contact the Office of International Admission at 603.645.9629.

Southern New Hampshire University continues to establish and update articulation agreements with accredited two-year colleges. Articulation agreements and course equivalency guides identify the courses that are transferable from a two-year college to Southern New Hampshire University. Students who complete an associate degree (or equivalent) in a program covered by an articulation agreement shall have all passing courses with a grade of "C-" or better accepted for transfer credit, as specified in the articulation agreement.

The Office of Transfer Admission is always in the process of coordinating new articulation agreements with institutions throughout the region and country, but as of March 2014, active articulation agreements have been established with the following institutions:

- Alamo Colleges
- Bunker Hill Community College
- Cape Cod Community College
- Central Maine Community College
- Community College of Rhode Island
- Community College System of New Hampshire
- Craven Community College
- Fayette Technical Community College
- Florence-Darlington Technical College
- Great Bay Community College
- Green Mountain Community College
- Haywood Community College
- Herkimer County Community College
- Holyoke Community College
- Lakes Region Community College
- Lanier Technical College
- Lebanon College
- Long Island Business Institute
- Manchester Community College
- Maricopa County Community College
- Mass Bay Community College
- Middlesex Community College
- Nashua Community College
- NHTI Concord's Community College
- Northern Essex Community College
- North Shore Community College
- Ocean County College
- Quincy College
- Quinsigamond Community College
- Raritan Valley Community College
- River Valley Community College
- Southern Maine Community College
- The Landing School
- Thomas Nelson Community College
- White Mountains Community College
- York County Community College

For further information or to pursue forming an articulation agreement, please contact the Office of Transfer Admission at transfer@snhu.edu.

Graduate Admissions

General Information

Applicants who have earned a bachelor's degree or a graduate degree at an accredited institution in the United States or the equivalent of this degree from a comparable international post-secondary institution will be eligible for application to the university. The decision to admit an applicant to a program is based on a combination of criteria according to the requirements of the specific graduate program.

While many of our students have work experience in business or professional settings, we also encourage applications from students who are completing their undergraduate studies. Prospective students may apply for admission to the university during or after their final year of undergraduate study, but must supply proof of graduation before the end of the first term at Southern New Hampshire University.

Application

ALL graduate programs require the following:

- Completed application: Students are encouraged to apply online at www.snhu.edu. Applications may also be found online in PDF format suitable for printing.
- Completed bachelor's degree (master's for doctoral programs) from an accredited institution
- Application fee: \$40 for master's programs; \$100 for doctoral programs. Make checks payable to Southern New Hampshire University. All application fees are non-refundable.
- Resume/Curriculum Vitae (NOTE: not required for the MEd in Field Based Education, MFA, MS in Healthcare Administration, MSM, MS in Nursing, and MS Psychology programs).
- Official transcripts reflecting conferral of prior degree (bachelor's degree for master's programs; master's degree for doctoral programs). All transcripts are to be submitted from the original institutions. Southern New Hampshire University will order and pay for domestic transcripts for most programs once an application has been received.
- International Students must meet the [Admissions Requirements for International Students](#)

Applications are reviewed on a rolling basis unless otherwise noted.

The following programs require application materials in addition to those listed for all graduate programs (above).

EdD in Educational Leadership

Application Deadline:	None
Interview:	Yes
Letters of Recommendation:	2
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	Completed master's degree

Graduate Certificate, Business Administration

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	n/a
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	1) Attestation Form; 2) General Assessment (Gen Ed 609) Form.

MA in Communication (offered online only)

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	<p>1) Statement of Purpose: A 500-word essay that addresses your interest in the communication field and defends a position on the impact that technology has had, and will continue to have, on the field.</p> <p>2) A professional written writing sample from your field or previous education studies (i.e. editorial story, press release, research paper, communication plan, etc.). Sample must be 2-5 pages, double-spaced, with citations as needed. Analysis, research, technical writing and business writing are also acceptable.</p>

MA in English (offered online only)

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	<p>1) Statement of Purpose should be 200-500 words.</p> <p>2) Writing sample: critical analysis of a literary piece or research paper, minimum 5-10 pages, double-spaced.</p>

MA in English and Creative Writing (Only offered online)

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	<p>1) Statement of Purpose should be 200-500 words.</p> <p>2) A creative writing sample of approximately 3-10 pages, double spaced (research papers are not acceptable). Writing must be entirely in the same genre (fiction, non-fiction, poetry or screenwriting).</p> <p>3) Genre can be independent of the genre the applicant chooses for his/her concentration.</p>

MA in History

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	One Statement of Purpose: a minimum of three pages (no line and spacing requirements) addressing your interest in the field of history. Provide an analysis of a primary source (original artifact, document, recording, etc.) of your choosing,

clarify why the source is important, place it within its historical context, and explain what can be learned from it.

MAT in English

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	

MBA/MS in Business disciplines (all)

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	

MEd - Master of Education (all)

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	<p>1) Students who are accepted to one of the Master of Education programs leading to initial NH certification will subsequently apply to the School of Education Teacher Certification Program (TCP) sometime during their first four classes. At that time they will be required to submit passing Praxis I scores, recommendations from SNHU instructors, and a writing sample. Once accepted into TCP, students will complete the student teaching application process which then leads to the placement of students in their student teaching assignments.</p> <p>2) Students seeking initial licensure will be required to complete an Acknowledgment form and General Education Assessment (Gen Ed 609) form.</p> <p>3) Students seeking endorsement will be required to complete an Acknowledgement form and submit a copy of their current Teaching Certificate.</p>

MEd in Educational Leadership

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	<p>1. A minimum of 3 years of classroom experience.</p> <p>2. Two references must be listed on resume to confirm teaching experience.</p>

MEd in Reading and Writing Specialist

Application Deadline:	None
Interview:	None
Letters of Recommendation:	2
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	A minimum of 3 years of classroom experience. Candidates may apply during their third year of classroom teaching.

MEd/CAGS Field Based Education Program

Application Deadline:	None
Interview:	None
Letters of Recommendation:	None
Minimum GPA:	2.75
Personal Statement/ Statement of Purpose:	n/a
Other Requirements/Notes:	<ol style="list-style-type: none"> 1) All applicants must have a teaching certificate, evidence of teaching experience, or access to a teaching situation. 2) External Critique of Professional Educational Activities. 3) Successful completion of ProFile Seminar (first credit of 35 credits required for MEd or 31 credits required for CAGS).

MFA in Fiction and Nonfiction (requires face-to-face learning component)

Application Deadline:	03/01; 10/01
Interview:	None
Letters of Recommendation:	2
Minimum GPA:	3.00
Personal Statement/ Statement of Purpose:	Yes
Other Requirements/Notes:	<ol style="list-style-type: none"> 1) Applicants with a BA in a humanities discipline are preferred, but all qualified applicants will be reviewed. 2) The letters of recommendation should be from those capable of assessing the applicant's preparation to succeed in a low-residency MFA program in writing. 3) 20 pages of manuscript double-spaced and numbered in the genre (fiction/nonfiction) the applicant plans to study. 4) 800-1000 word personal statement describing writing experience and commitment to writing. The applicant should include an assessment of why s/he is a good candidate for the MFA program at SNHU.

MS in Community Mental Health Counseling

Application Deadline:	None
Interview:	optional
Letters of Recommendation:	2 References required. See form: http://www.snhu.edu/files/pdfs/PCMHrefs.pdf
Minimum GPA:	2.50
Personal Statement/ Statement of Purpose:	n/a

Other Requirements/Notes: An essay responding to items as described on the application form.

MS in Data Analytics

Application Deadline: None
 Interview: None
 Letters of Recommendation: None
 Minimum GPA: 2.75
 Personal Statement/
 Statement of Purpose: n/a
 Other Requirements/Notes: Resume required for evaluation but not acceptance.

Students will be exempted out of all foundation courses if they have an undergraduate GPA of 2.75 in one of the following undergraduate degrees in:

- Statistics
- Mathematics
- IT (or Computer Science) with a focus on Databases
- Business Administration with a focus on Quantitative Analysis

Students who can provide evidence for two years of work experience in analytics can be exempted out of all foundation courses.

All other students will be assessed individually against each foundation course.

MS in Nursing

Application Deadline: None
 Interview: None
 Letters of Recommendation: None
 Minimum GPA: 3.00
 Personal Statement/
 Statement of Purpose: n/a
 Other Requirements/Notes: An active, unencumbered license to practice as a registered nurse.

MS-TEFL (Teaching English as a Foreign Language)

Application Deadline: None
 Interview: None
 Letters of Recommendation: None
 Minimum GPA: 2.75
 Personal Statement/
 Statement of Purpose: n/a
 Other Requirements/Notes:

PhD in International Business

Application Deadline: 04/01
 Interview: Yes
 Letters of Recommendation: 3
 Minimum GPA: 3.50
 Personal Statement/
 Statement of Purpose: Yes

Readmission

Students pursuing a program of study in the College of Online and Continuing Education must maintain an active status by registering for at least one course per year. Students, who are unable to maintain active status must contact their academic advisor in order to register for classes, review their program evaluation and receive advising on curriculum and course number changes. Students absent for more than one year will be unable to utilize online registration and will require advising assistance to continue in their program. Students who are absent for more than one year without having an approved leave of absence will be placed under the current academic catalog when they return and may have to meet additional program requirements.

Students must provide updated transcripts if they have attended elsewhere. Being admitted for a previous term does not guarantee reactivation or readmission. If a student left the university and was not in “Good Academic Standing” or “Good Disciplinary Standing”, the student must also meet all other requirements given at the time of suspension before an admission decision will be considered.

SNHU Welcomes Military Students

SNHU COCE is a top provider of online courses and programs to active-duty members of the United States armed forces, government service employees and dependents. Staff, academic advisors and student services members are knowledgeable and experienced in working with these populations, and understand issues relating to government tuition assistance and tuition reimbursement programs. Southern New Hampshire University and its online program are SOC (Serviceperson's Opportunity College), SOCAD, SOCNV, and SOCCOAST approved and registered with the Defense Activity for Non-Traditional Education Support (DANTES). The university, through SNHU COCE, is a preferred provider of distance learning opportunities to sailors and soldiers through the Navy College Program Distance College Partnership (NCPDLP), eArmyU and AU-ABC Community College of the Air Force/Air University articulation agreements.

Course and Program Enrollment

Academic Year

An academic year extends from September 1st through August 31st of the following year.

Attendance, Undergraduate

Online Students

Online students are required to post to the Blackboard discussion board during the first week of class. If a student does not submit a posting to the discussion board during the first week of class, the student is automatically withdrawn from the course for non-participation. A student who makes a post, even if it is just one post to the ice breaker, and then subsequently stops participating after week one remains enrolled in the course. It is up to the student to complete the proper withdrawal procedures if he or she wishes to withdraw. Automatic administrative withdrawals for non-participation only take place during the first week.

Regional Center Students

Students enrolled in hybrid courses at a Regional Center are required to attend the first class meeting. Students who do not attend the first class meeting may be administratively withdrawn from the course. Once a student has been

administratively withdrawn for non-participation, he or she may not be re-instated in the course. For more information regarding course withdrawal, see the Withdrawal Policy.

Attendance, Graduate

It is the responsibility of each student to attend all of the scheduled class meetings in a given course. Documented absences resulting from legitimate circumstances, such as personal illness, involvement in sanctioned university events, a death in the immediate family, etc. should not negatively impact a student's grade or academic standing. Notwithstanding the previous statement, once a student has missed enough classes that the instructor believes the student cannot meet the goals of the course within the remaining time frame, the student may be given a failing grade or be considered for an Incomplete (I) and given a defined period to complete remaining course work.

Catalog Year

A catalog year extends from July 1 to June 30. Students must follow the program requirements associated with the catalog year of their admission and/or start of study. Students who change their program of study must fulfill the program requirements associated with the catalog year in effect at the time of the program change. Students who leave the university for more than a year must fulfill the program requirements associated with the catalog year in effect at the time of their return. While students are always afforded the privilege of moving to a newer catalog year, they are not permitted to move back. Students who wish to move to a different catalog year may file a request via a program modification form.

Change of Program or Major

Students who want to change majors must submit a Program Modification Form to their academic advisor. The advisor will work with students to explain the impact of changing majors.

When students change from an associate degree program to a bachelor's degree program, the courses completed as part of the associate degree will be counted toward the bachelor's degree program.

Concurrent Program Enrollments

Enrollment in Multiple Programs Simultaneously

An undergraduate or graduate student may choose to be enrolled in multiple programs (degrees, certificates) at the same time. SNHU's institutional credit minimums apply separately, however, to each degree or certificate awarded. Students should be aware that enrollment in multiple programs may increase the number of courses they are required to take to complete their programs, above and beyond the minimums within the programs themselves.

Special Academic Options

Double Degrees

A student with a SNHU undergraduate degree seeking to earn an additional degree of the same level must complete at least 30 additional credits in residence, while satisfying all other requirements of the new degree. No more than 2 courses in the new major may overlap with the major(s) of the previous degree(s). Double degrees may be pursued concurrently; however, the courses satisfying institutional credit requirements cannot be shared between the two credentials.

Second Degrees

A student who wishes to earn a second master's degree through Southern New Hampshire University is required to take a minimum of 7 graduate courses beyond the first degree. All other requirements in the second degree program

also must be satisfied. Students considering this option should meet with an advisor to determine specific additional requirements.

International students seeking a second degree also must obtain a new visa eligibility certificate (I-20 or DS-2019). This ordinarily will require new statements of financial responsibility and a letter that authorizes the program change. Students should contact International Student Services for more details and specific requirements.

Course Add and Late Enrollment

Once a term has begun, graduate or undergraduate students may enroll late or add a course only by working with their advisors according to the following policy:

- Monday through Wednesday of Week 1 of the term students may register or add a course late with advisor approval.
- Wednesday to Friday of Week 1 of the term students may register or add a course late upon approval of advisor and director of advising.
- Saturday and Sunday of Week 1 students may in rare circumstances be allowed to add a course late upon approval of advisor and director of advising.
- No late adds will be approved after the first week of the term.

Students who add a course late must agree that they will make up Week 1 work prior to the end of the week by (1) getting a copy of all required course materials, (2) participating in discussion boards, and (3) completing all activities by the Week 1 module deadline

Course Drop and Withdrawal

COCE undergraduate and graduate students may drop a course or withdraw from a term during the drop period which begins one week prior to the start of term and runs through the first week of term without penalty. All term weeks, including the first week of a term, begin on Monday at 12:00 a.m. and end on Sunday at 11:59 p.m., EST. Holidays during the first week of a class do not impact the Sunday 11:59 p.m. deadline for dropping a course or withdrawing from a term. No tuition charges for the course are incurred by students who drop a course or withdraw from a term during the first week of the term, and the dropped course(s) will not appear on the student's academic transcript.

During weeks two through four of a term for undergraduate students and weeks two through six of a term for graduate students, a student may drop a course or withdraw from a term with the course grade of "W" appearing on the student's academic transcript. Any drop or withdrawal after the fourth week of a term for undergraduate students or the sixth week of term for graduate students results in a grade of "W" and may be allowed only for significant conditions beyond the student's control (e.g., serious illness documented by a physician's letter), as determined and approved by COCE administration, and will be processed at no refund. Students are charged 50% tuition for drops or withdrawals that take place during week two and 100% tuition after week two.

Students who do not officially drop or withdraw will receive a grade of "F."

Drop and Withdrawal Process

Up to one week before the start of the term, students who wish to drop a course or withdraw from a term may do so by contacting their academic advisor who can assist them with the process.

Once the term has started, students are required to follow the steps below to drop a course or withdraw from a term. Students are encouraged to speak to their academic advisor for assistance. Students should consider factors, such as Financial Aid eligibility, Satisfactory Academic Progress and Scholastic Standing before dropping a course or withdrawing from a term.

Step 1. Complete the [COCE Withdrawal Form](#), located on the SNHU website. You must All withdrawals must be submitted using the online withdrawal form. No paper withdrawal forms or voice mail or email messages will be accepted. The date of withdrawal is the date the completed form is submitted. Term weeks, including the first week, start on Monday at 12:00 a.m. and end on Sunday at 11:59 a.m., EST.

Step 2. Print or save the acknowledgement page that displays upon submission of the COCE Withdrawal Form for your records.

Step 3. After submitting the COCE Withdrawal form, verify that the course no longer appears in mySNHU under the Class Schedule section.

Military Withdrawal

Enrolled active-duty military personnel may withdraw from a term if they are deployed to a location that has no civilian internet access. Any tuition refund requires students to provide a copy of military orders, as well as a letter from the superior officer confirming the lack of availability of civilian internet access. In appropriately documented cases, a student may be eligible to withdraw from a term with a full tuition refund if his or her withdrawal is predicated on an injury or illness directly related to his or her military service. Any such refund requires the student to provide supporting medical documentation.

Medical Withdrawal

A student may be allowed to withdraw from a term in the case of exceptional circumstances such as serious illness which must be documented by a letter from a physician, or other appropriately documented serious condition beyond the student's control. COCE administration reserves the right to make the final determination and give or deny approval for such a withdrawal. Any withdrawal made after the fourth week of term for undergraduate students and the sixth week of term for graduate students will be processed at no refund to the student.

Administrative Drop or Withdrawal

The University will withdraw students who do not participate in class during the first week of term. For online students, participation is determined by posting to the discussion board within the first week of the course. For students enrolled in a course at one of the satellite locations, participation is determined by attending the first class meeting. Students who do not participate during the first week forfeit their rights to be reinstated into the course. No tuition charges for the course are incurred by students who are administratively withdrawn from a course for non-participation the first week, and the course will not appear on the student's academic transcript.

The university reserves the right to withdraw students who fail to meet financial or academic obligations or who, because of misconduct, disrupt the academic process.

Withdrawal Disputes

Withdrawal disputes must be submitted online within thirty (30) days after the end of the semester during which the student withdrew to coceappeals@snhu.edu.

Course Load

Full Time and Part-time Course Load

A full-time academic load in the College of Online and Continuing Education consists of two courses (six credits) taken within an eight-week term for undergraduate students or within an eleven-week term for graduate students. Students are discouraged from taking three courses in one term and must have permission from their academic advisor and a minimum GPA of 3.0 prior to enrolling in three courses. Occasionally, students may be approved to enroll in four courses. Students wishing to do so must have a cumulative GPA of 3.5 or higher, no outstanding debt to the university, and communicate a plan to their academic advisor as to how they intend to manage the heavy course load. The academic advisor will bring the student's plan forward to the Vice President of Advising and Student Success who will make the final decision regarding enrollment in a fourth course. Four courses per term is the

absolute maximum number that a student may take. Students enrolled in fewer than two courses (six credits) in a term are considered part time

Course Load and Restrictions, International Students

International students in F-1 and J-1 student status must be enrolled full time to maintain lawful presence in the U.S. Online classes are limited to one class per term counting toward your minimum full-time course load. Any classes taken over the minimum full-time course load may be in-class or online format. NOTE: All reductions in a full course load for academic or medical reasons, as well as terms off, must be approved by the Office of International Student Services prior to the start of the term or class load reduction.

Course Participation Requirement and Unearned F

Course Participation and Administrative Withdrawal

Online students are required to post to the Blackboard discussion board during the first week of class. Regional center students are required to attend the first class session. Online students who do not submit a posting to the required academic forum during the first week of class or regional center students who do not attend the first class session are automatically dropped from the course for non-participation. Students who stop participating after week one remain enrolled in the course. Students are responsible for completing the proper withdrawal procedures if they wish to withdraw. Automatic administrative withdrawals for non-participation only take place during the first week. Students who stop attending a course or courses after the first week and who do not officially withdraw will receive a grade of "F" for the course.

Unearned F Policy (Financial Aid Students)

While Southern New Hampshire University does not measure student participation in courses past day 7 of the term, participation in courses and completion of assignments are two critical components to student success. Students who use financial aid and fail all courses in a term will be reviewed for participation. Students who cease participation in graded activities before the midpoint of the term will be classified as receiving an "unearned F" and a recalculation of their Financial Aid eligibility will be conducted based on their last date of attendance. The last date of attendance is defined as the last time the student participated in a graded activity within the course. This recalculation may result in a balance owing and could place future financial aid funding and registration at risk.

Course-by-Arrangement

A course-by-arrangement can be made available to SNHU students who are unable to register for a required course due to the university schedule. College of Online and Continuing Education students must work with their academic advisor to review the master course schedules for local SNHU Centers and SNHU Online to verify that the required course is not being offered and that the only option is to request a course-by-arrangement. Final approval for a course-by-arrangement will come from the Associate Dean. Because there is no guarantee that a course-by-arrangement can be offered, students are urged to work closely with an advisor to plan their schedules ahead of time.

Course-by-arrangement is a Southern New Hampshire University course appearing in the university catalog and required in the student's academic program of study, yet extraordinary circumstances prevent the student from enrolling in the course when it is normally offered. Course-by-arrangement is available to Southern New Hampshire University undergraduates, who are unable to obtain a required course during the normal registration and scheduling process.

School of Professional and Continuing Education students must review the master course schedules of area centers to verify that the required course is not being offered.

Students must identify a Southern New Hampshire University full-time or adjunct faculty member consenting to teach and grade the work. The faculty member must be approved to teach the requested course.

Course-by-arrangement applications require:

- a letter of extenuating circumstance justifying the offering of a course-by-arrangement
- a regular, weekly meeting schedule be established to ensure proper supervision of the student's progress in the course
- a syllabus stating course objectives and evaluation process
- a defined time frame (semester, terms)

Criminal Background Check

Any SNHU student in an Education class is required to submit to a criminal records check through his or her local State Police prior to participating in any field experience. Students attending class on the Manchester, NH campus will be fingerprinted through Southern New Hampshire University, which will submit the fingerprints to the NH State Police. A fee will be charged for this service, equal to the fee assessed by the NH State Police. Students attending class at other locations or online should discuss with their instructor or advisor how to obtain a background check in their jurisdiction, and submit the results of the background check to SNHU. The results of this criminal record check remain valid as long as the student remains a continuously-enrolled student at SNHU. An additional criminal record check may be required by the school district where the student is placed for their student teaching experience.

Freshman Course Requirements

Students with 63 or more credits who have not completed the **Foundations English and Math requirements** will not be allowed to register without completing the required freshman courses.

Transfer students must complete missing freshman and prerequisite courses within their first 30 credit hours at Southern New Hampshire University.

SNHU expects every graduate to be proficient in writing correct, coherent English. All entering freshmen are encouraged to participate in self-guided activities and self-place into either **ENG 099** or **ENG 120/ENG 122**. Students who do not participate in self-placement will be placed into either **ENG 099** or **ENG 120/ENG 122** at the discretion of the writing program. Students taking ENG 101 must pass a Basic Writing Competency Examination given at the end of the course.

SNHU expects every graduate to develop the skills necessary to work with quantitative information. All entering freshmen are encouraged to participate in self-guided activities and self-place into either MAT 050 (for students with weak algebra skills) or a 100-200 level Mathematics course.

The three credits received for ENG 099 or MAT 050 count towards a student's GPA, but they **do not count towards the 120 credits required for graduation**. Students who take these courses will have to take additional courses to complete their degrees.

University College students may enroll in COCE sections of ENG 099, ENG 120, ENG 121, or ENG 200 only with the permission of the Dean of the School of Arts and Sciences. University College students are not permitted to enroll in ENG 122 or ENG 123, which are restricted to COCE students.

Independent Study

A Southern New Hampshire University student may take an independent study course in any subject area. Conditions:

- The course content is not offered in any regularly scheduled Southern New Hampshire University course.
- A full-time Southern New Hampshire University faculty member in the department of the course subject area agrees to supervise the student and grade the student's work, or a Southern New Hampshire University adjunct instructor, approved by the appropriate program coordinator/department chair and the school dean, agrees to supervise the student and grade the student's work.
- All independent study courses will be at the 400 level.
- An independent study course has a value of no more than three credits.
- The study is approved by the student's advisor, program coordinator and the school dean.
- It is the student's responsibility to research and approach qualified full-time or adjunct faculty to teach and coordinate the independent study.

Leave of Absence

SNHU does not grant leaves of absence to COCE students, as students are not required to be enrolled in classes every term. Students who stop attending for several terms may re-enroll up to a year beyond their last date of attendance. Students who drop out for more than a year will be required to reapply prior to re-enrolling.

Students who stop participating in a class during a term and do not withdraw will be awarded a grade of "F" for the class. Ceasing to attend classes without officially withdrawing carries serious academic and financial consequences. Refer to the [Course Drop/Withdrawal](#) policy for more information.

Non-Matriculated, Course Work Only

COCE occasionally allows students who are not interested in pursuing a degree or certificate to enroll in courses of interest without matriculating. Undergraduate non-matriculated students may enroll for up to six credit hours (2 classes) in a term, not to exceed twelve (12) credit hours in total. Graduate non-matriculated students may enroll for up to six credit hours (2 classes). Enrollment is on a **space-available** basis.

Online Consortium

Southern New Hampshire University is a member of the Online Consortium of Independent Colleges and Universities (OCICU). The intent of this consortium is to offer students the opportunity to supplement their academic program with courses not offered by Southern New Hampshire University. Through this consortium, students may take selected online courses at institutions such as Regis University, Saint Leo University, University of the Incarnate Word, Robert Morris University, and Neumann University. Students' advisors must approve all course selections. Please note that these offerings are for COCE students only. For additional information, contact Rae Durocher (r.durocher@snhu.edu) or visit <http://ocicu.org/>. Information is also available in the [my.SNHU](#) portal.

Registration

Students register for their initial course through an admissions representative or academic advisor. After completion of their first term, students may register online through the student portal, [my.SNHU](#). Students are strongly advised to contact an academic advisor to plan their academic programs before registering. Advisors are available throughout the term to answer questions and assist with course selection.

Religious Observance

Students may observe religious holy days that preclude them from studying or submitting assignments on those days. Because the College of Online and Continuing education allows students to work at their own pace within a week, students are expected to plan in advance and submit assignments on time. Extensions are not provided for religious observation.

Second Major

A student may elect to earn a second major by completing both the degree requirements associated with a primary major and the requirements of a second major excluding associated core courses. No more than 2 courses in the secondary major may overlap with the primary major. The student's diploma will show the primary major; the transcript will reflect both majors.

Transfer Among SNHU Colleges

Students in any of Southern New Hampshire University's three colleges (College for America (CfA), College of Online and Continuing Education (COCE), University College (UC)) may wish to transfer to another of its units. Transfer procedures are described in a basic way here, but students are advised to work with their respective academic advising and admissions offices to confirm relevant details. Students may be enrolled only in one of the three SNHU colleges at one time.

COCE or CfA Student Transferring to the UC

Students currently enrolled in any of the Southern New Hampshire University College of Online and Continuing Education (COCE) or College for America (CfA) programs who wish to enroll in University College must file an Internal Transfer Application with the office of Transfer Admissions. Students will be evaluated on their academic performance in their current programs. Enrollment in a SNHU COCE or CfA program does not guarantee acceptance to a University College program.

UC Student Transferring to COCE or CfA

Students currently enrolled in University College undergraduate program who wish to transfer to a COCE or CfA program must file an Internal Transfer Application. These must be filed with the Academic Advising Office on the Manchester Campus, or with the Office of the University Registrar.

International Student Transferring to COCE or UC

All international students who wish to begin or change programs must obtain appropriate forms and begin the process in the Office of International Student Services (ISS).

Failure to file an Internal Transfer form with the appropriate office may prevent the student from registering for classes, being billed correctly for tuition and fees, or graduating in a timely manner.

Undergraduates Taking Graduate Courses

Students who have completed at least 90 undergraduate credits and have a 3.33 or higher GPA must apply through the Advising Center to enroll in a 500-level graduate course. The student may enroll in the course, provided:

- there is space available in the course.
- the dean of the appropriate school, the program coordinator/department chair and the instructor agree.
- that the student has met the prerequisites of the course.
- the student would receive undergraduate credits.

If the student goes on to enroll in a graduate program at Southern New Hampshire University, graduate credit only will be granted if the student earns grades of "B" or better in the 500-level courses; grades will not count again at the graduate level. Approval is limited to a maximum of six credits (two three-credit graduate courses).

Withdrawal from Class

University Initiated Withdrawals

Students who are taking Online or hybrid course(s) will be withdrawn for non-participation during the first week of the term. Participation is determined within Blackboard by a discussion board, wiki, or blog posting and/or an assignment submission. Students who do not participate during the first week forfeit their rights to be reinstated into the course. Both the faculty member and the Online administration will make a good faith effort to contact students before withdrawing them by sending an email from their SNHU email address to the student's SNHU email address.

The university reserves the right to withdraw students who fail to meet financial or academic obligations or who, because of misconduct, disrupt the academic process.

Student Initiated Withdrawals

Students may drop a course during the first week of a term, and the dropped course will not appear on the student's academic transcript. Students may withdraw from courses at any time during the second through fourth week of the undergraduate term or the second through sixth week of the graduate term with the course grade of "W". Any withdrawals after the fourth week (undergraduate) or the sixth week (graduate) may only be allowed for significant conditions beyond the student's control (e.g. serious illness documented by a physician's letter), and must be approved by the academic advisor. Withdrawals are not permitted, under any circumstance, in the last week of any term. This policy also applies to an undergraduate student taking a 16-week course.

All withdrawals must be submitted online via the COCE withdrawal form ([COCE Course Withdrawal](#)). No paper withdrawal forms or emails will be accepted. In all cases, the effective date of withdrawal is based on receipt of the official, completed form. For the purpose of withdrawals, term weeks start on Mondays and end on Sundays.

Merely ceasing to attend classes does not constitute an official withdrawal for academic or financial reasons. Any student who has not officially been withdrawn from a course will automatically be assigned a grade of "F" for said course, and be responsible for full tuition and any accompanying fees.

When a student withdraws from a course, a course grade of "W" is issued. The course will show up as 3 credits attempted but zero credits earned in your academic records. This could have implications in terms of your Satisfactory Academic Progress or your Scholastic Standing with SNHU. Students who do not maintain Satisfactory Academic Progress will experience an impact on Financial Aid eligibility. Withdrawal from a course will likely impact eligibility for financial aid for the current term as well as future terms. Student should discuss these concerns with their academic advisor.

Withdrawal from SNHU

Students may withdraw from the university by obtaining a withdrawal form from the Office of Academic Advising. International students must obtain forms and begin the process in International Student Services. Merely ceasing to attend classes does not constitute an official withdrawal, academically or financially. Failure to file a withdrawal form with the Office of Academic Advising will result in the automatic recording of "F" grades for all courses being taken by the student. If a student is under 18 years of age, written parental consent must be received. Official date of withdrawal is the last date of class attendance as verified by an instructor. This date will be used in determining any refund. Students who withdraw from the university completely after the eighth week of the semester will receive either a "WP" or "WF" from each of their instructors. Withdrawal from a class may have an impact on financial aid and/or billing charges, especially for students who have received federal Title IV loans.

No adjustments to account balances will be made; nor will withdrawal disputes be considered after 30 days from the end of the semester during which the student withdrew.

Financial Information

Active Duty Military

First time students using tuition assistance must present a tuition assistance form from their military branch in which they are enlisted.

Continuing students may enroll in successive terms without making initial payments but must submit tuition assistance forms to allow direct billing and payment from the military. If a tuition assistance form is not provided, your account will be placed on financial hold, which will prevent future registration, and you will be responsible for the unpaid balance.

Course Withdrawal Refund

Undergraduate students may drop a course during the first week of a term, and the dropped course will not appear on the student's academic transcript. Undergraduate students may withdraw from courses at any time during the second through fourth week of the undergraduate term with the course grade of "W". Any withdrawals after the fourth week may only be allowed for significant conditions beyond the student's control (e.g. serious illness documented by a physician's letter), as determined and approved by COCE administration, and will be processed at no refund. Withdrawals are not permitted in the last week of class. This policy also applies to an undergraduate student taking a 16-week course.

The following policies apply to undergraduate students taking online or center-based face-to-face and hybrid undergraduate courses.

1. Submission of Withdrawals

Requests to withdraw must be submitted via this form in mySNHU ([COCE Course Withdrawal](#)). In all cases, the date of withdrawal is the date the completed form is received. No paper withdrawal forms or emails will be accepted.

2. Tuition Fee & Refunds

Withdrawals from 8-week or 16-week course (all types, including online, hybrid, and face-to-face courses):

During Week 1 (Drop period): No tuition fee charged or 100% refund if full payment is submitted

During Week 2: 50% tuition fee charged or 50% refund if full payment is submitted

After Week 2: 100% tuition fee charged or no refund if full payment is submitted

For the purpose of withdrawals, all term weeks start on Monday and end on Sunday 11:59pm EST.

Holidays during the week do not impact the Sunday 11:59PM deadline.

3. Financial Aid Disbursements and return of Title IV (Financial Aid Funds)

All tuition charges and withdrawal requests are subject to review, and students who withdraw may be responsible for paying back part or all of their financial aid disbursement for that term. In addition, withdrawals may have an impact on a student's eligibility for future financial aid. Please contact the One Stop Office at 1-877-455-7648 or via email at onestop@snhu.edu for details.

QUESTIONS?

Students should contact an academic advisor for further clarification.

Federal and State Programs

Selection Criteria

Southern New Hampshire University participates in Federal Title IV student aid programs and utilizes the required federal methodology for determining student eligibility for federally funded assistance as calculated by the data submitted on the Free Application for Federal Student Aid (FAFSA). This data is used to calculate the Expected Family Contribution (EFC). The EFC is the U.S. Department of Education's measurement of a family's ability to contribute toward education cost.

For dependent students, an estimate of the parents' contribution toward education expenses is made based on their income, assets, federal taxes and other family liabilities. The student's income and assets are also considered in estimating the total family resources that may be utilized to meet the cost of education.

For independent applicants, an estimate of the student's contribution is made based on the income and assets of the student and his or her spouse. Taxes and other liabilities are taken into consideration in the formula.

The difference between a student's cost of attendance (COA) and the estimated family contribution (EFC) and additional support received from sources outside the university is the student's demonstrated financial need. One Stop attempts to fund demonstrated need through a combination of available financial aid sources.

All information submitted in support of an applicant's aid request is held in strict confidence. When a student applies for financial aid by filing the FAFSA, some of the application information is verified with federal agencies. This includes the Department of Homeland Security, Social Security Administration, Selective Service, Veteran's Administration and the National Student Loan Data System (NSLDS). If the information does not match, the discrepancy must be resolved before federal student aid can be disbursed.

The university reserves the right and recognizes the responsibility to cancel awards and re-bill the student and/or parents in cases where financial aid is awarded on the basis of incorrect or incomplete information.

Federal Pell Grant

Federal Pell Grants are available to SNHU students. Applicants must be enrolled in a baccalaureate or associate degree program and not already have obtained a baccalaureate degree. Student eligibility and grant amounts are determined by the U.S. Department of Education but vary with enrollment status and program of study.

Federal Supplemental Educational Opportunity Grant (FSEOG)

The FSEOG is a campus-based federal grant program with awards ranging from \$200 to \$1,200 per year, depending on demonstrated need and availability of funds. Grants are awarded to students with exceptional financial need, and typically to students receiving Federal Pell Grants.

State Student Incentive Grant (SSIG)

New Hampshire has a reciprocal agreement with Maine, Vermont, Massachusetts, Rhode Island, Connecticut and Pennsylvania through which residents of those states may be eligible for state aid for attendance at a post-secondary institution in New Hampshire. New Hampshire also has an incentive grant program for its residents. The state agency in your state can provide eligibility requirements.

Governor's Success Grant

The Governor's Success Grant program provides assistance to full-time undergraduate students from New Hampshire who completed 30 credits. The State of New Hampshire provides funds with a matching contribution from Southern New Hampshire University. Funds are not awarded or disbursed until the middle of the spring semester.

UNIQUE Allocation and Endowment Grants

Both grants are funded through earnings from the New Hampshire College Tuition Saving Plan (New Hampshire 529 Plans) managed by Fidelity. Grants may be renewable in future years pending funding availability. The Unique Allocation Grant is for New Hampshire residents enrolled in an undergraduate degree who are true "first time" freshmen with an EFC of \$1,000 or less. Grants are \$1,300 for full-time students. The Unique Endowment program is for New Hampshire residents enrolled in an undergraduate or post-baccalaureate program with a Pell eligible EFC. The minimum grant is \$1,000.

Financial Aid

Southern New Hampshire University provides several types of financial assistance to help students and their families meet the cost of a university education.

Student aid programs administered by Southern New Hampshire University come from federal, state, institutional and private sources. A coordinated scholarship and assistance program includes three basic types of aid — gift, loan and work. The different types of assistance can be awarded singly, but it is the university's usual practice to award these types in various combinations called financial aid packages. The majority of financial aid for graduate students comes in the form of federal student loan programs. All scholarship and assistance programs are subject to prevailing federal and state regulations. Compliance with these regulations is the responsibility of the student and the aid administrators and is a condition of the student's eligibility to receive assistance.

All students are encouraged to seek assistance from sources outside the university in addition to applying for aid through One Stop.

Outside assistance must be reported to One Stop and may necessitate a revision to an existing financial aid award to avoid exceeding the allowable cost of attendance for the student's program of study.

The Financial Aid Application Process

All students are strongly encouraged to complete the Free Application for Federal Aid (FAFSA). The FAFSA information is used for students who wish to apply for any type of need-based assistance, including loans, grants and work-study. Entering Southern New Hampshire University's school code of 002580, you can electronically submit the FAFSA at www.fafsa.gov. You must obtain a Student Aid PIN issued by the Department of Education. The PIN permits you to sign your FAFSA online. The student and a parent must have a PIN in order to have a valid electronic signature on the FAFSA. A PIN may be obtained at www.pin.ed.gov. Awards are made for one academic year, which includes terms starting on or after July 1. Students must reapply for financial aid each year.

A paper FAFSA can be obtained at One Stop on the main campus, at any of the SNHU locations, at public libraries and at high schools.

Normal processing time for the FAFSA is approximately seven days if submitted electronically with a PIN; two to three weeks for mailed submissions. Students transferring to SNHU must ensure that loans processed at other institutions are adjusted by their previous schools to reflect their actual enrollment end dates at those schools. Please contact the Office of Financial Aid of your previous school to have them update this information with your lender.

All required paperwork must be completed before or during the student's annual enrollment period. If a student withdraws from school prior to completing any required financial aid processes, pending financial aid funds will be canceled and any charges will become immediately due to the university.

How to Reduce or Decline your Federal Student Loans

To cancel or reduce this loan disbursement (and subsequent disbursements), write a statement indicating the amount you wish to reduce or decline, sign it, and upload it to the secure Financial Aid Dropbox on my.SNHU. If your parent is reducing a Parent PLUS Loan, please have your parent indicate the amount they wish to reduce or decline and have them sign it.

Financial Aid Satisfactory Academic Progress

Academic progress is determined by One Stop, based upon the information contained on the student's academic transcript as of the date of the review. A student must meet both the qualitative and the quantitative standards in order to continue to receive Federal Financial Aid (Title IV).

Qualitative Standard

Students enrolled in undergraduate degree programs must maintain a minimum cumulative grade point average (GPA) of 2.0 on a 4.0 scale. Students enrolled in graduate degree programs must maintain a minimum cumulative grade point average GPA of 3.0 on a 4.0 scale.

Quantitative Standard

A student must have successfully completed at least 67 percent of all the credits he or she has attempted at Southern New Hampshire University during the entire period of enrollment. Total credits earned divided by total credits attempted equals the percentage.

- All grades earned are considered toward cumulative GPA except for developmental and non-degree courses.
- For the purposes of financial aid, a student may attempt a maximum number of credit hours based on his or her program of study, less the total number of credits accepted for transfer from other institutions. All credits attempted will count toward maximum time frame except for remedial and non-degree courses.
- Undergraduate programs of study must be no longer than 150% of published length of educational program.
- The school must do a continual review of the student's progress toward completion. For example, if a Satisfactory Academic Progress (SAP) review shows that a student is at 110% of maximum time frame and cannot complete his/her program within 150 percent of allowable credits, all Federal Financial Aid (Title IV) must stop.
 - Associate degree candidates may attempt a maximum of 90 credits (150%).
 - Bachelor degree candidates may attempt a maximum of 180 credits (150%).
 - Graduate degree candidates may attempt a maximum of eight years of study in a specific graduate program.
- Credits attempted are those for which the student has enrolled at the end of add/drop or standard registration period.
- Successful completion is defined as the assignment of a passing grade to the courses attempted and equates to the number of credits earned. **Failure, withdrawal, incomplete or other designations to the courses attempted are not considered successful completion.**

Repeated Coursework:

- Previously passed courses can be repeated once and be eligible for financial aid. Failed courses that are repeated will be counted in the calculation of credits attempted.
- Calculation of SAP GPA will follow the method used by SNHU to calculate academic GPA, specifically with reference to repeating of the same course to improve a grade. The first course grade will not be computed into the GPA; instead, the most recent grade will be used. Multiple course attempts do, however, count towards the number of credits attempted used to calculate a student's completion rate.

Withdrawals:

- In the SAP calculation withdrawals are considered to be credits attempted but not earned.

Incompletes:

- In the SAP calculation incompletes are considered to be credits attempted but not earned until the course is completed and the student receives a passing grade.

Transfer credits from other schools:

- In the SAP calculation transfer credits are considered to be credits attempted and completed toward the completion of the student's program and counted toward the maximum time frame.

Review of Satisfactory Academic Progress

Individual student records will be reviewed annually. The review is for programs of study that are longer than one academic year, and must include all terms of the student's attendance (including summer terms).

Enforcement

- Financial Aid Suspension:** Failure to meet either the qualitative or quantitative standard will result in the student being placed on financial aid suspension until the next evaluation period. The student will not be allowed to receive financial aid while they are on financial aid suspension.
- Financial Aid SAP Appeal:** Students who have been placed on financial aid suspension will be allowed to appeal their suspension. The appeal must include the following to be considered:
 - Reason why they failed to make SAP.
 - What has/will change that will allow the student to make SAP at the next evaluation period.
 - As appropriate, an academic plan developed and in place with their academic advisor and signed by the student.
- Financial Aid SAP Probation:** Students who have been initially placed on financial aid suspension, who have an approved appeal are placed on SAP probation. Student's eligibility for Federal Financial Aid (Title IV) has been reinstated.
- Financial Aid Appeal Approval:**
 - Student has an academic plan in place that will ensure they are able to meet SAP standards by a specific point in time.
 - Students with an approved appeal who are placed on SAP probation (with or without an academic plan) will have their status reviewed after the first payment period (term) following their successful appeal. **Students who are not meeting the requirements will be suspended and all current and future aid must be canceled immediately, regardless of current enrollment.** Students meeting SAP and/or the requirements of their academic plan will not be reviewed again until the next annual SAP review. Students who are suspended as part of this process may appeal this decision.

International Students and Financial Aid

Financial Aid is available to international students. Students may apply online on the international admissions web page. Maximum awards are \$5,000 for undergraduate students and \$3,000 for graduate students, based on GPA.

Some private student loans are available to international students provided they can obtain a co-signer living permanently in the United States. Details are available in International Student Services (ISS).

International students may work on campus up to 20 hours per week with potential earnings of up to \$5,000 per year.

Loans and Employment

Federal Stafford Loans

The Federal Stafford Loan program offers both subsidized and unsubsidized loans. For students who qualify for a subsidized loan, the federal government pays the interest on the loan ("subsidizes" the loan) until repayment begins and during authorized deferment periods thereafter.

An unsubsidized loan is not awarded on the basis of financial need; however, a student must complete the financial aid application process, and One Stop must determine whether or not a student is eligible for need-based aid before awarding an unsubsidized Stafford Loan. Interest begins to accrue immediately once the loan proceeds have been disbursed. The student can then choose to pay the interest or allow it to accumulate. If the student chooses to let the interest accumulate, it will be capitalized (added to the principal amount) and will increase the amount the student must repay.

To determine eligibility for this federally regulated loan, the student must file the FAFSA and have completed a Federal Stafford Loan Master Promissory Note. Only a university financial aid associate can determine the student's eligibility based on the cost and financial need at the particular university. Maximum loans for dependent undergraduates are \$5,500 (\$3,500 subsidized/\$2,000 unsubsidized) for students who have fewer than 30 credits, \$6,500 (\$4,500 subsidized/\$2,000 unsubsidized) for students who have at least 30 credits but fewer than 60 credits and \$7,500 (\$5,500 subsidized/\$2,000 unsubsidized) for students who have 60 or more credits in a baccalaureate degree program.

A Master Promissory Note is a renewable serial loan note that must be completed for your first Stafford Loan at SNHU. In succeeding years, additional funds may be added to this note by the student after the student has applied for financial aid through the FAFSA process. A Stafford Loan will be processed for the amount listed on the award notification or a lower amount if indicated in writing by the student. Written notifications of loan approvals will be mailed to the student by the loan servicer.

The current interest rate, established by the federal government, varies. No repayment of interest or principal is required on either subsidized or unsubsidized Stafford loans until six months after the student graduates or withdraws from the university.

Additional terms and limitations are printed on the Master Promissory Note. For more information on Stafford Loans please visit www.snhu.edu/1212.asp.

Federal PLUS Loans

Parent Loans for Undergraduate Students (PLUS) is a program designed to provide assistance to parents who wish to borrow money to help pay for their dependent child's education. The maximum loan amount is equal to the total cost of attendance minus the amount of financial assistance received by the student. Repayment of principal and interest begins immediately with minimum monthly payments of \$50 plus interest. Repayment may be spread over 10 years. The university One Stop determines eligibility based upon federal need analysis procedures; the Department of Education determines credit worthiness. A Free Application for Federal Student Aid (FAFSA) must be on file to receive a PLUS Loan.

Private Loans for Parents and Students

There are several alternative loan programs available for parents and students. These programs should be explored only after Stafford and PLUS loan eligibility has been exhausted. Please view information on the private student loans at www.snhu.edu/1212.asp.

Payment Information

Student Payment and Deposit Policies

One Stop

One Stop combines financial aid, billing, and student account services into one centralized location. You can visit One Stop online at my.snhu.edu/offices/onestop, email questions to onestop@snhu.edu or call 1.877.455.SNHU to speak with an Enrolled Student Service Associate.

Student Account Payment

Tuition must be paid prior to the start of the term. Textbooks and supplies are sold separately.

Student financial accounts must be settled in one of the following ways:

- a. Students may make payments online at my.snhu.edu
- b. Students may make payments through One Stop in person or through the mail (cash, check, money order, debit/credit cards and wires accepted)

Credit Policy

Finance Charges

Tuition payment is due in full before the official start date of the term. Any outstanding balance as of the term's official start date will be subject to a finance charge of 18% annual rate, assessed monthly at 1.5%.

Other Information

- All students with unresolved balances must contact the Credit Department for resolution.
- Transcripts, diplomas, enrollment verifications, along with registration for future classes will be withheld if the student owes any type of balance.
- Students with unresolved balances will be placed on financial hold; finance charges and late fees will be assessed at the discretion of the university.
- All student accounts sent to a third-party collection agency will be subject to an additional collection fee of no more than 40% of the outstanding balance, legal fees and the account will be reported to the credit bureaus.
- All former collections accounts and bankruptcies must pay up front for any future classes.
- The Credit Policy is at the discretion of the Credit Department and subject to change without notice.

Industry Sponsors

The university cooperates with many company tuition sponsorships and reimbursement plans. Students attending under these plans should give their center office or One Stop the necessary authorization and inform the office how the tuition payment will be handled.

Deferred Tuition

Students receiving tuition benefits from their employer may qualify for a Deferred Tuition Plan. Participating students may carry a one-term outstanding balance, allowing access to registration for the next term and will not be assessed interest charges. Eligibility is based on the completion of all paperwork and by maintaining good financial and academic standing. Students must obtain a letter of eligibility from their employer stating the terms and conditions of their tuition reimbursement policy, and complete the Institutional Promissory Note. Students must sign a contract giving the university permission to charge their credit card (kept on file) in the event that the tuition has not been paid by 30 days after the end of the term and are required to renew annually. Contracts can be obtained through the Credit Office.

Active Duty Military

First time students using tuition assistance must present a tuition assistance form from their military branch in which they are enlisted.

Continuing students may enroll in successive terms without making initial payments but must submit tuition assistance forms to allow direct billing and payment from the military. If a tuition assistance form is not provided, your account will be placed on financial hold, which will prevent future registration, and you will be responsible for the unpaid balance.

Third Party Direct Billing

Students may authorize direct billing from the university to a third party. Students must first submit a voucher/letter or military tuition assistance form to One Stop or appropriate center. The voucher must include beginning and end dates of the academic term, courses covered, books, and other fees covered (if any) and maximum dollar value. Paperwork is due before the term start date. Payers will be billed at the beginning of the term covered by the voucher. Payment is due within 30 days of the billing, finance charges are waived upon confirmation of the approved authorization. Student reimbursement based upon satisfactory completion of the course and grades are not subject to third party billing.

EdLink (formerly known as CAEL)

EdLink has partnered with Southern New Hampshire University to offer tuition discounts to eligible students. Employees of an EdLink partner company will receive a 10% tuition discount off the regular Southern New Hampshire University tuition on courses approved by your employer's tuition assistance policy.

Please contact your place of employment for additional information on the EdLink tuition assistance program.

For tuition assistance: Students must obtain a letter of credit from the EdLink website to present at the time of registration. Each discount-eligible course must be accompanied by a letter of credit. First-time students should direct this letter of credit to their Center. Subsequent letters for future classes can be sent directly to One Stop.

Tuition reimbursement: This is entirely outside of SNHU and is between the student, EdLink and the employer. Students need to obtain an approval notification from the EdLink website to present at the time of registration.

Please note: Students who register for courses without evidence of EdLink authorization are not guaranteed a discount.

Printing on Campus (PenmenPrint)

Students who use on campus printing are provided with an allotment for printing. This service is called PenmenPrint. All active student accounts will receive two printing allotments a year of \$50 each, which will be distributed on January 1st and July 1st of each year. PenmenPrint accounts will stay active the same length of time that a student's email remains active.

Return of Title IV Grant or Loan Assistance

Refund Policy for Disciplinary Sanctions

If a student is suspended from residence or from the university, the refund given will be consistent with the university withdrawal refund policy.

Students Receiving Federal Title IV Financial Aid (Federal Stafford, Plus, Perkins loans and Federal Pell or FSEOG Grants)

Students who withdraw before they have attended 60 percent of any particular academic term may need to have a portion of the federal financial aid canceled. These funds if already disbursed would then be returned to the U.S. Department of Education. The percentage of federal financial aid “earned” (allowed to keep) is based on the amount of time a student attends in that term and is calculated using the Federal Return to Title IV funds formula provided by the U.S. Department of Education. If a student withdraws after they have attended 60 percent of an academic term, they have earned 100 percent of the aid awarded for that term and there is no cancellation of aid. In some instances, if a student has taken a credit refund from financial aid funds and then withdraws, these funds may need to be paid back to federal aid sources, or Southern New Hampshire University depending on the circumstances. Institutional financial aid may also be canceled during the withdrawal process based on adjustments to charges and federal financial aid.

Scholarship Opportunities

At Southern New Hampshire University we strive to acknowledge the academic achievement, community service and leadership experience of our students through a variety of merit based grants and scholarships.

Alpha Sigma Lambda Foundation Scholarship

Any student may apply for the Foundation Scholarships. A student must have completed 30 semester hours with a grade point average of 3.4 for the Triangle Club: Second Century Scholarships, or a 3.2 for the General Foundations Scholarships on all work taken at SNHU. You must be 24 years of age or older, enrolled in a baccalaureate degree program, have a financial need for assistance to complete the degree and do not need to be a member of the local Alpha Sigma Lambda chapter to apply. Applications for the Triangle Club are due in March and the Non-Triangle Club in April. Check with Associate Vice President for Academic Affairs, Nicholas Hunt-Bull (n.hunt-bull@snhu.edu) for more information.

Women's Faculty Scholarship

The Southern New Hampshire University Women's Faculty Scholarship was created by the university's women faculty to acknowledge and support Southern New Hampshire University students who demonstrate an ongoing commitment to human and environmental rights, economic justice, gender equity and community service. Each year, two undergraduate scholarship awards and one graduate scholarship award are provided to returning students who best represent those values. New students are not eligible. Recipients are selected based upon academic record, commitment to human rights and financial need. Undergraduate candidates must apply for this award by May 15; graduate candidates must apply by July 15. For more information contact Pamela Cohen at p.cohen@snhu.edu.

Southern New Hampshire University Endowed Scholarships

The following endowed scholarships are awarded to returning students who best meet the listed eligibility requirements. Separate applications for these scholarships are available each spring from One Stop or online at www.snhu.edu/1453.asp.

Frank and Eleanor Barnes Alumni Scholarship

Established in 1979 in honor of Frank and Eleanor Barnes, former Southern New Hampshire University information technology professors, this scholarship is available to assist students majoring in information technology or accounting/information systems based on financial need and academic criteria.

Charles & Barbara Bickford International Scholarship

Charles & Barbara Bickford established this scholarship to benefit graduate or undergraduate international students studying on the Manchester campus. Preference will be given to needy students in the following order: students from Vietnam or Cambodia, students from Southeast Asia or China, then lastly students from other countries.

Scott Caswell Memorial Scholarship

After his death in 1987, this fund was created by friends of Scott Caswell to benefit juniors or seniors who are enrolled in computer-related majors. Recipients must be residents of New Hampshire and have a minimum grade point average of 3.0.

Continuing Education Scholarship

This scholarship is offered specifically to matriculated SNHU students in the College of Online and Continuing Education. To be eligible students must have a minimum 3.0 GPA, be solely responsible for his/her tuition (employer tuition assistance recipients are not eligible), be currently enrolled and have taken a minimum of fifteen (15) credits at SNHU.

Dow Scholarship

This fund was established from the Franconia College Endowment to provide scholarships with preference first to students who reside in the towns of Franconia, Sugar Hill, Easton, Bethlehem, Littleton or Lisbon and second to students who reside in Grafton and Coos Counties.

Economic/Finance Scholarship Fund

This scholarship supports students enrolled in the Economics/Finance or related program. Applicants must have a minimum GPA of 3.0.

The Educational Continuum Scholarship

This fund was established by the Southern New Hampshire University Educational Continuum. This scholarship is awarded to qualified students from Manchester and the surrounding area based on financial need and academic merit.

Finlay Family Scholarship

Established by Southern New Hampshire University alumnus, Robert J. Finlay, this scholarship supports New Hampshire residents enrolled in a graduate or undergraduate School of Business major. Preference will be given to students who display an entrepreneurial spirit and can show financial need.

The Fisher Family Scholarship

The Fisher family established this scholarship fund to be awarded to students who have shown a commitment to the academic support services of the university. Awards are based on a student's commitment to the improvement of the skills, knowledge and competencies needed to successfully complete their collegiate education as demonstrated by the continuous improvement of their academic performance over several semesters. Priority is given to students who utilize the career, learner and academic support services at the university.

William S. Green Scholarship

This fund was established in honor of William S. Green, charter member of the Southern New Hampshire University Board of Trustees and Chancellor Emeritus. Scholarships from this fund are designated for juniors or seniors who have maintained cumulative grade-point averages of 3.0 or higher and have conducted themselves in a manner that has both served and brought credit to the university. Financial need is also a factor in determining recipients of this scholarship.

Tony Lambert Memorial Fund

The Tony Lambert Memorial Fund was established by the Lambert family to support retailing and management majors. Scholarships are awarded to juniors based on need and academic criteria.

Edward Nassar Memorial Scholarship

In memory of Edward Nassar, a former student at Southern New Hampshire University, the Southern New Hampshire University Alumni Association has created a scholarship fund designed to provide assistance to deserving, needy Southern New Hampshire University students. Preference is given to veterans of the armed forces and/or their dependents.

Dr. Jeannette A. Ritzenthaler Scholarship

The estate of Dr. Jeanette Ritzenthaler made provisions for an endowed scholarship to be awarded to a student from the Lakes Region of New Hampshire. Offered to matriculated undergraduate SNHU students in the College of Online and Continuing Education, the student must be in his/her junior year (or with junior level credits) pursuing a bachelor's degree, have financial need, maintain a GPA of 3.0 or higher, and provide evidence of leadership through involvement in school and community activities.

School of Business Scholarship Fund

The Southern New Hampshire University Alumni Association and the School of Business have raised money to support this scholarship program. It provides scholarships to School of Business undergraduate and graduate students based on need and academic criteria.

William Trueheart Scholarship

Established in honor of former Southern New Hampshire University professor, William Trueheart, this scholarship fund is offered to support computer information technology majors with financial need. Preference is given to juniors or seniors with a GPA of 3.3 or higher.

Martha Van Hyland Scholarship

This fund was created in memory of Southern New Hampshire University alumna, Martha Van Hyland to support Belknap County residents matriculated in a bachelor's degree program in SNHU's College of Online and Continuing Education. Students must maintain a 3.0 GPA or higher and show financial need.

Ronald L. Woodward Memorial Scholarship

The Ronald L. Woodward Memorial Scholarship was created in honor of a former Southern New Hampshire University student and Rochester, N.Y. native by the Southern New Hampshire University Alumni Association. Students whose homes are located in upstate New York shall be given first priority. Preference will be given to students majoring in accounting, accounting/information systems, information technology and business administration, based on need.

Li Xu Scholarship Fund

This fund was established in memory of SNHU student Li Xu (a/k/a Oscar). This scholarship is awarded to undergraduate or graduate students who demonstrate the strong giving and sharing spirit of Li Xu by showing their commitment to the needs of new students. Scholarship applicants should demonstrate their interest in helping new students understand the academic culture of the university and the social culture of New Hampshire in an effort to assist them in adjusting to the university. This scholarship is open to both International and U.S. students.

State Refund

Below are specific state refund policies for residents of these states who attend SNHU:

Kentucky

Students in the state of Kentucky that cancel their enrollment at any point before the start of the first class session will receive a full refund of all monies paid, minus 10% of the tuition agreed upon in the enrollment agreement or \$100, whichever is less. A student who has completed less than 50% of a course and withdraws is eligible for a refund. All refunds are made in full to the student within 30 days of the date of official withdrawal.

Refunds will be calculated as follows:

- Students who withdraw from a course during the first week of instruction are eligible for a 75% refund.
- Students who withdraw after the first week of a course but complete no more than 50% of a course will be refunded 10% of tuition.
- Students completing more than 50% of a course will receive no refund.
- Pro rata refund shall be determined as the number of units remaining after the last unit completed by the student, divided by the total number of units in the enrollment period, rounded downward to the nearest ten percent. Pro rata refund is the resulting percent applied to the total tuition and other required costs paid by the student for the current enrollment period.
- All efforts will be made to refund prepaid amounts for books, supplies and other charges unless the student has consumed or used those items and they can no longer be used or sold to new students, or returned by the school to the supplier.
- Refunds shall be paid within 40 days after the effective date of termination.
- After the student's first period of enrollment, if a student withdraws or is dismissed in a subsequent enrollment period, the school may also retain an administrative fee of 15% of the total cost of a resident program, or \$400, whichever is less.
- No refund is required for any student who withdraws or is dismissed after completing 60% of the potential units of instruction in the current enrollment period unless a student withdraws due to mitigating circumstances, which are those that directly prohibit pursuit of a program and which are beyond the student's control.

Maryland

Students in the state of Maryland who have completed less than 60% of a course are eligible for a pro rata refund. If

the student has completed less than 10% of the class, 90% of the tuition charged for the class will be refunded to the student. If the student has completed less than 20% of the class, the student will receive a refund of 80% of the tuition paid. If the student has completed less than 30% of the class, the student will receive a refund of 60% of the tuition paid. If the student has completed less than 40% of the class, the student will receive a refund of 40% of the tuition paid. If the student has completed less than 60% of the class, the student will receive a refund of 20% of the tuition paid. The percentage of completion will be calculated by dividing the total numbers of days of the course (8-week course = 56 days) into the number of days completed in that course as of the official date of withdrawal. Refunds will be paid within 60 days of the student's official withdrawal.

Nevada

Students in the state of Nevada who cancel their enrollment any time before the start of the first class session will receive a full refund of all monies paid, less 10% of the tuition agreed upon in the enrollment agreement or \$100, whichever is less. A student who withdraws or is expelled by the University after the start of the course and before the completion of more than 60% of the course will be refunded a pro rata amount of the tuition agreed upon in the enrollment agreement, minus 10% of the tuition agreed upon in the enrollment agreement or \$100, whichever is less. The completion percentage is based on the total number of calendar days in a course and the total number of calendar days completed. All refunds are made in full to the student within 15 days of the date of official withdrawal.

Oregon

Students in the state of Oregon who have completed 50% or less of a course and withdraw are eligible for a pro rata refund. The refund percentage shall be based on unused instructional time. Students who withdraw prior to the start of a course will receive a full tuition refund. All fees, including materials fees, are non-refundable after the start of a course.

Wisconsin

Students in the state of Wisconsin will receive refunds in accordance with the following policy: The student is entitled to a full refund if they cancels enrollment within 3 business days; The student accepted is unqualified, and the school did not secure a disclaimer under; The school procured the student's enrollment as the result of any false representations in the written materials used by the school or in oral representations made by or on behalf of the school.

A student who or is dismissed after 3 business days has passed, but before completing 60% of the potential units of instruction in the current enrollment period, shall be entitled to a pro rata refund, as calculated below, less any amounts owed by the student for the current enrollment period, less a onetime application fee of \$100.

Return of Title IV Funds

If a student withdraws or is dismissed from SNHU, the school and/or the student may be required to return a portion of the federal financial aid received. The last date of attendance is used to calculate any federal aid that must be returned. The percentage of federal aid to be returned is equal to the number of calendar days remaining in the term or module divided by the number of days in the term or module. Scheduled breaks of five or more days are excluded. No return of federal aid is due if the student completes more than 60% of the term or module. The student is required to return any unearned aid less the amount returned by SNHU. If a student needs to return loan funds, the funds are repaid as required by the existing loan repayment terms. If the student is required to return federal grant aid, the student is considered to be in overpayment and thus ineligible for any additional federal aid until that amount is repaid. SNHU will notify a student who owes an overpayment within 30 days of determining the student withdrew. Federal aid funds are returned in the following order: 1) Unsubsidized FFEL/Direct Stafford Loans; 2) Subsidized FFEL/Direct Stafford Loans; 3) Perkins Loans; 4) FFEL/Direct PLUS Loans; 5) Federal Pell Grants; 6) FSEOG; 7) Other federal aid programs. Unearned federal aid is returned within 30 calendar days of the date the school is aware the student is no longer enrolled. A student receives a written notice of any loan funds returned by SNHU, and an invoice for any balance owed the school. If a student has earned more federal aid than has been posted to his/her account, the student is entitled to a post withdrawal disbursement. The post withdrawal disbursement is first used by the school to pay outstanding charges; any remaining amount is offered to the student or parent borrower. Additional information on the return of federal funds calculation procedures and requirements, including examples, may be obtained by contacting The One Stop offices at SNHU. Funds will be returned to other financial aid programs in accordance with the funding source's refund policies.

Tuition and Fees

Tuition:	Per 3 Credit Course	Per Credit Hour
Undergraduate:		
SNHU Advantage Program	\$885	
SNHU Manchester	\$960	\$320
SNHU Maine	\$729	\$243
SNHU Nashua	\$960	\$320
COCE Online	\$960	\$320
COCE Military	\$675	\$225
SNHU Salem	\$960	\$320
SNHU Seacoast Center	\$960	\$320
Cooperative Education		\$320
Master's Programs:		
Online Degrees/Certificates	\$1,881	\$627
SNHU Maine	\$1,125	\$375
Active Duty Military	\$1,410	\$470

Nursing Program:	Per 3 Credit Course	Per 6 Credit Course	Per Credit Hour
Dual Enrollment for students in the Community College System of New Hampshire	\$600	\$1,200	\$200
Community College System of New Hampshire Graduates on or after May 2012	\$780	\$1,560	\$260
Bachelor of Science Nursing	\$960	\$1,920	\$320

PCMH	Per Credit Hour
PCMH	\$501
Vermont FBGE (M.ED & CAGS)	\$381
Vermont FBGE (PDOC)	\$106

SHRM (Society for Human Resource Management)	Per Certificate
Certification - Member	\$1,188
Certification - Non Member	\$1,257

Program Fees:	One Time	Annual
Learning Resource Fee (NUR 320 only)	\$89	
NLN Exam Fee (Nutrition Exam)	\$100	

Application Fee (PhD, PCMH, FBGE)	\$40	
PCMH Orientation Fee	\$501	
Library & Technology Fee (PCMH)		\$250

Parking Permit Fees:	Annual
Parking (Manchester campus) *Other charges may apply	\$50

Conditional Fees:	Per Term	Per Occurrence
Student Activities Fee (optional) - Fall & Spring Terms	\$72	
Graduation Fee		\$150
Application Fee (Grad only)		\$40
Student ID (optional)		\$5
Late Payment Fee		\$150
Bounced Check & Credit Card Decline		\$35
Transcript Fee (Paper)		\$7
Transcript Fee (Electronic)		\$5
Rush Fee - Transcript/Diploma (Domestic)		\$20
Rush Fee - Transcript/Diploma (International)		\$50
Apostille - Notarized/Certified Transcript or Diploma, State of NH		\$10
Duplicate Diploma Fee		\$30
SNHU OneCard Replacement		\$25
Student ID Replacement		\$5

Note: If an undergraduate day student plans to enroll in fewer than 12 credit hours, please inquire about undergraduate day courses per-credit-hour charges by special arrangement.

Veterans' Benefits

Southern New Hampshire University is approved for the education of veterans and the dependents of veterans. Questions regarding benefits for veterans should be directed to the Military Financial and Benefits Services Office. Each new veteran should submit:

- a. an application for admission
- b. a registration form for the next term
- c. an official high school transcript or an official copy of GED test scores
- d. official university transcripts, if any
- e. a copy of their certificate of eligibility and any service school data
- f. the necessary Veterans Association paperwork

Veterans enrolling under the G.I. Bill for the first time may experience a delay of up to two months before they receive their first checks. Veterans should contact the Veterans Affairs Office at 1.888.442.4551 if no check has been received by the seventh week of a term.

If a veteran student is transferring directly from another school where he or she had been using VA benefits, the student should ensure that the other school promptly notifies the VA of his or her effective date of termination. The student also is required to file Form 22-1995 with the Veteran Affairs Office.

Students requesting Veterans' Educational Assistance are required to have all previous postsecondary educational experience evaluated for possible transfer credits in order to be eligible for benefits. Students must notify the registrar of any past university credits that are transferable to Southern New Hampshire University. If, after two terms, the veteran does not supply the required official transcripts of past studies, he or she will be certified only for the cost of courses. In the College of Online and Continuing Education, two courses per eight-week term constitute a full-time academic load and qualify the veteran for full-time benefits.

New veteran students should matriculate immediately and select their degree programs. Because of VA regulations pertaining to certifications, a non-matriculated student will not be certified for educational benefits after two terms of attendance. Veteran students who take courses that are not applicable to or not required for their chosen degrees will not be certified to the VA for those courses. In order to maintain full-time status, veterans may take courses outside their majors only in the last term before graduating.

The VA requires strict compliance with a number of other regulations, including maintenance of satisfactory academic progress and notification of any status changes, such as withdrawal from a course. It is the veteran's responsibility to be aware of all VA regulations that affect his or her educational program.

Withdrawal and Proration of Fees

Undergraduate students may drop a course during the first week of a term, and the dropped course will not appear on the student's academic transcript. Undergraduate students may withdraw from courses at any time during the second through fourth week of the undergraduate term with the course grade of "W". Any withdrawals after the fourth week may only be allowed for significant conditions beyond the student's control (e.g. serious illness documented by a physician's letter), as determined and approved by COCE administration, and will be processed at no refund. Withdrawals are not permitted in the last week of class. This policy also applies to an undergraduate student taking a 16-week course.

The following policies apply to ALL students taking online or center-based face-to-face and hybrid courses.

Submission of Withdrawals

Requests to withdraw must be submitted via this form in mySNHU. In all cases, the date of withdrawal is the date the completed form is received. No paper withdrawal forms or emails will be accepted.

Tuition Fee & Refunds

Undergraduate Students

Withdrawals from 8-week or 16-week course (all types, including online, hybrid, and face-to-face courses):

- During Week 1 (Drop period): No tuition fee charged or 100% refund if full payment is submitted
- During Week 2: 50% tuition fee charged or 50% refund if full payment is submitted
- After Week 2: 100% tuition fee charged or no refund if full payment is submitted

For the purpose of withdrawals, all term weeks start on Monday and end on Sunday 11:59pm EST. Holidays during the week do not impact the Sunday 11:59PM deadline.

Graduate Students:

Withdrawals from courses (all types, including online, hybrid, and face-to-face courses):

- During Week 1 (Drop Period): No tuition fee charged or 100% refund if full payment is submitted
- During Week 2: 50% tuition fee charged or 50% refund if full payment is submitted

- After Week 2: 100% tuition fee charged or no refund if full payment is submitted

For the purpose of withdrawals, all term weeks start on Monday and end on Sunday 11:59 pm EST. Holidays during the week do not impact the Sunday 11:59PM deadline.

Financial Aid Disbursements

All tuition charges and withdrawal requests are subject to review, and students who withdraw may be responsible for paying back part or all of their financial aid disbursement for that term. In addition, withdrawals may have an impact on a student's eligibility for future financial aid. Please contact the One Stop Office at 1-877-455-7648 or via email at onestop@snhu.edu for details.

Participation Policy Unofficial Withdrawal

Ongoing participation in courses and completion of assignments are two critical components to student success. The institution does not monitor attendance and withdraw students who stop participating, but students who use financial aid and fail all courses within a term will be reviewed for participation. Students who cease participation in graded activities before the midpoint of the term are classified as an "unofficial withdrawal" and may result in an adjustment of their Financial Aid. The last date of participation is defined as the last day the student participated in a graded activity within the course. This recalculation may result in a balance on their account and could place students' future financial aid funding and registration at risk.

Grades and Credits

Audit a Course

Students may choose to audit courses offered by the College of Online and Continuing Education, provided vacancies exist in classes and they have received approval from an academic advisor. An audited course does not carry credits. The cost of an audited course is the same as if taken for credit. Students may attend classes but will not be held accountable for class requirements and will not receive a grade in the course. Any student wishing to audit a course must sign up for that course as an "Audit" by Friday during the first week of the term. After that time, no student may change any of his or her courses to an "Audit" status. A mark of "AU" will appear on the student's transcripts and grade report. Additionally, a student may not convert back to graded status after registering to audit.

Awarding of Credit by Examination

Southern New Hampshire University accepts the results of nationally accredited testing programs or institutionally developed examinations to satisfy the prerequisites of certain courses or degree requirements. Before deciding on a testing program, the student should review his or her program evaluation with an advisor to determine if testing is a practical alternative.

Credit for Courses in Other Postsecondary Settings

Southern New Hampshire University awards credit for some formal course work taken in non-accredited, postsecondary educational settings. These settings include postsecondary vocational and technical training, in-service training courses in the workplace, military service training programs and career-related workshops and seminars.

In many cases, this type of training has been evaluated by the American Council on Education (ACE) and criteria for awarding university credit is available in the various ACE guides in the Office of the University Registrar. Where there is no ACE criterion, Southern New Hampshire University may have to conduct an independent review of the training for the purpose of granting transfer credit.

Students wishing to have their non-accredited, postsecondary course work evaluated should submit a letter requesting this evaluation, along with official transcripts or some original form of verification of successful completion of these courses, to the university registrar. Students will be notified by the registrar if the experience warrants credit and, if so, the number of credits awarded and the requirements they satisfy.

Credit for Prior Learning through Portfolio

Students must have been accepted into an undergraduate Southern New Hampshire University associate or bachelor's degree program. Students must have earned a minimum of nine credits at Southern New Hampshire University to be eligible to present a portfolio for review. Students must request a portfolio review prior to earning their final 18 credits at Southern New Hampshire University. This applies to students in associate and bachelor's degree programs.

Portfolio reviews will be accepted only for courses that are part of Southern New Hampshire University's curriculum. Awarded credit may be applied to core, major or elective course requirements. All course prerequisites must be met prior to presenting the portfolio. A full-time Southern New Hampshire University instructor must be involved in reviewing the portfolio. A maximum of nine credits can be earned by way of portfolio review for an associate degree program. A maximum of 15 credits can be earned for a bachelor's degree program.

Students applying for a portfolio review must attend a series of Portfolio Workshops designed to:

- help them recognize the learning they have gained through non-curricular methods and settings
- help them recognize how this learning fits into their chosen degree programs
- help them recognize learning outcomes, competencies and course equivalents
- help them gather and organize appropriate materials in a presentable portfolio

Students applying for a portfolio review must complete the process within one year from the initial date of application. Students submitting a portfolio for review will be graded on a pass/fail basis.

General Education Transfer

Effective immediately for students transferring to SNHU beginning coursework in September 2013, the following takes effect:

Model 1: If a student has completed the AA in Liberal Arts at a regionally-accredited community college, then the only additional SNHU general education requirement students would complete is the SNHU Experience.

Additionally:

- Students will have to complete SNHU Foundation requirements (100 or higher level Math, ENG 120, ENG 200). Those who have not taken a second composition course would have to take ENG 200 upon transfer.
- Any dictated general education requirements for the student's intended program must be met.

Model 2: If a student has completed a portion of general education courses at another institution, or has completed an Associate's degree in a subject other than Liberal Arts, their courses would transfer in to SNHU in the categories listed below. Exact course equivalencies would not be required for transferred courses. The student would be required to complete a cluster and SNHU Experience.

General Education Categories for Transfer	33 credits
Subject Area	Credits
English Composition I and English Composition II	6

100-level or higher Mathematics	3
Fine Arts/Humanities/History	6
Social and Behavioral Sciences	6
Math, Sciences and Technology	6
Literature or Communications	3
General Education Elective (from any category)	3

SNHU General Education Program Requirements	12 credits
Courses	Credits
SNHU Experience	3
Integration Cluster	9

Grade Appeal

Purpose of Policy

The purpose of this policy is to provide students protection against receiving an unfair final grade, while at the same time respecting the academic responsibility of instructors. A grade appeal shall be confined to charges of unfair action toward an individual student and may not involve challenging an instructor's judgment in assessing the quality of a student's work.

Grounds for Appeal

In a grade appeal, only error, prejudice or arbitrariness will be considered legitimate grounds for appeal:

- Error: The instructor made an error in calculating the grade;
- Prejudice: The instructor assigned the grade based on factors other than the student's performance in the course; or
- Arbitrariness: The instructor failed to notify the student in a clear manner as to the basis of grade determination, or the grade awarded departed substantially from the instructor's previously announced standards.

The grade appeal process does not cover instances in which students have been assigned grades based on academic dishonesty. Those instances are covered by the [COCE Academic Honesty Policy](#).

Pre-Appeal Actions

The expectation is that student and instructor resolve the grade disagreement informally in a collegial manner. The student is strongly encouraged first to talk through the situation with his or her advisor; and the advisor should help the student regarding how best to approach the instructor. In all cases, a student who believes a grade has been inappropriately awarded, in accordance with the Grounds for Appeal above, must seek to resolve the matter with the instructor within thirty (30) days after the term ends. If the grade dispute cannot be resolved informally with the instructor, then the student may present an appeal.

Student Grade Appeal Process

The steps for the grade appeal process are:

Step 1. If after talking with the instructor (but no later than thirty (30) days after the term ends) the matter is not resolved, then the student must talk to his or her advisor to determine if the student wishes to proceed with a formal Grade Appeal.

If the student wishes to proceed with an Appeal on the basis that the grade assigned was in error, prejudiced or arbitrary, then no later than thirty (30) days after the term ends the student shall complete and submit an online [Grade Appeal Form](#). This appeal must substantiate reasons that the assigned grade is in error, prejudiced or arbitrary.

Step 2. No later than ten (10) business days after the Grade Appeal Form has been submitted, the Dispute Resolutions Manager must review the Appeal, working with student and instructor to attempt an informal resolution of the Grade Appeal.

a. If the Dispute Resolutions Manager is unable to resolve the issue, then the Dispute Resolutions Manager requests from the instructor a formal response to the Appeal.

If the instructor is not available, then the Dispute Resolutions Manager works to resolve the Appeal with the assistant dean for the program.

b. The instructor or, if the instructor is not available, the assistant dean, may choose to uphold the grade or change the grade based on the Appeal.

c. The Dispute Resolutions Manager will inform the student of the decision within fifteen (15) business days from receipt of the Grade Appeal Form.

Step 3. If the Appeal is denied, and the student wishes to pursue the matter further, then the student must:

a. Within fifteen (15) business days of the Appeal denial, submit a written final appeal to the Committee for Appeal of a Grade (at coceappeals@snhu.edu). Such final appeal consists of a copy of the original Grade Appeal, and any additional information or clarification that the student wishes to add to the original Appeal.

The Committee for Appeal of a Grade is composed of three assistant or associate deans and associate vice presidents external to the program area. The Committee is charged with determining whether the grade was assigned without error, prejudice or arbitrariness.

If the Committee determines that the grade was awarded without error, prejudice, or arbitrariness, then within fifteen (15) business days of receipt of the Appeal, the Committee will report its conclusions to the student and the instructor, after which the matter will be considered to be closed.

b. If the Committee determines that the grade assigned should be changed, the Committee will take the appropriate action(s) to change the grade. Within fifteen (15) business days of receipt of the Appeal, the Committee must report its conclusions to the student and must inform the instructor of the reasons for its decision to change the grade, after which the matter will be considered to be closed.

Grade Change

Purpose of Policy

An instructor may make a grade change within thirty (30) days after final grades have been posted for the preceding term under the following circumstances:

- The instructor has made an error in calculating the grade;
- The instructor is replacing an Incomplete grade with a letter grade; or
- The instructor inadvertently did not post (or miss-posted) a grade in the Grade Center.

Once final grades are posted, the instructor may not make grade changes in cases of students handing in late work, unless a request for an Incomplete grade was filed before the end of the term, in accordance with the Incomplete Grade Policy.

Instructor Grade Change Process

To make a grade change, the instructor must complete the [COCE Instructor Grade Change Form](#) and submit the form to the Office of the University Registrar, via either of the following methods:

- sent from instructor's SNHU email account to registrar@snhu.edu; or
- faxed to 603-629-4647

Any grade changes made after the thirty (30) day deadline will be denied by the Office of the University Registrar. In the case of extenuating circumstances, the associate dean may approve a late grade change. In such cases, the instructor should contact the appropriate associate dean.

Grades and Grading

Grading System - Undergraduate

In determining grades at the university, the following grade system is used:

Grade	Numerical Equivalent	Points
A	93-100	4.00
A-	90-92	3.67
B+	87-89	3.33
B	83-86	3.00
B-	80-82	2.67
C+	77-79	2.33
C	73-76	2.00
C-	70-72	1.67
D+	67-69	1.33
D	60-66	1.00
F	0-59	0.00

Grading System - Graduate

In determining grades at the university, the following grade system is used:

Grade	Numerical Equivalent	Points
A	93-100	4.00
A-	90-92	3.67
B+	87-89	3.33
B	83-86	3.00
B-	80-82	2.67

C+	77-79	2.33
C	73-76	2.00
F	0-72	0.00

- Academic Renewal - R
- Audit - AU
- Credit - CR
- Incomplete - I
- Incomplete/Failure - IF
- In Progress - IP
- In Progress Transfer - IPT
- Mastery - MA
- Non-course work - NC
- Non-graded - NG
- Passing - P (equivalent to B or better at the graduate level, C or better at the undergraduate level)
- Satisfactory - S (equivalent to B or better at the graduate level, C or better at the undergraduate level)
- Transfer Credit - T
- Unsatisfactory - U
- Withdraw - W
- Withdraw Passing - WP
- Withdraw Failing - WF

The grade-point average (GPA) is determined by dividing the sum of the quality points (QP) by the sum of the attempted credit hours (CR). An example of a student's grades and grade-point average is as follows:

ENG-120	3 Credits x A(4)=	12 QP
MAT-240	3 Credits x B(3)=	9 QP
MKT-113	3 Credits x C(2)=	6 QP
PSY-108	3 Credits x D(1)=	3 QP
IT-100	3 Credits x F(0)=	0 QP
	15 Credits	30 QP

30 QP divided by 15 CR = 2.00 GPA

In Progress

"IP" grading: An IP ("in progress") grade will be given to students in courses with an end date falling outside the typical term structure, thereby increasing the visibility to students of the "in progress" grade.

Incomplete Grade

Purpose of Policy

In the case of extenuating circumstances the instructor may agree to give a student a final grade of *Incomplete*, if the instructor determines the student may reasonably complete the work required within the 30 day incomplete grade completion time limit. Allowing a student an *Incomplete* grade is left to the instructor's discretion, and students should not assume that they will be allowed to complete work after the term has ended.

Guidelines

In allowing a grade of *Incomplete* the instructor should observe the following guidelines:

- The circumstances that have compelled the student to request the *Incomplete* must be exceptional, such as illness, natural disaster or some other emergency, beyond the student's control.
- The student requesting the *Incomplete* must have successfully completed the majority of his or her course work in the course.
- The student must submit the outstanding course work to the instructor within 30 days of the end of the term.

Incomplete Grade Process

If the instructor agrees to assign the student a grade of Incomplete, the instructor must take the following steps:

1. Prior to the end of the term, the instructor must complete the online [Incomplete Grade Petition and Contract form](#).
2. On the Incomplete Grade Agreement form the instructor indicates a deadline date (the "expiration date") of no more than 30 days from the date of the end of term when the student can submit the outstanding course work.
3. In the Grade Center the Instructor enters final grades, providing the grade of "I," along with the expiration date, for the student.
4. Provided that the instructor receives the student's completed course work on or before the expiration date, the instructor submits to the Registrar the online [Instructor Grade Change form](#), instructing the Registrar to change the student's grade from "I" to the grade earned.
5. If the student fails to submit the outstanding course work by the expiration date or if the instructor has not submitted a Grade Change form to the Registrar by the expiration date, the Registrar will change the student's course grade from "I" to "IF." A grade of "IF" is calculated as an "F."

Institutional Examinations

If students believe their experience and backgrounds have prepared them to meet the requirements of certain 100- and 200-level courses, they can challenge the courses through an institutional examination. Students should consult the Registrar as to which courses may be challenged. Before challenging a course, students should obtain an application form from, and consult with, an Academic Advisor, a Center Director or the Registrar. If, after this initial consultation, students feel capable of passing an institutional examination, an appointment will be made by the Registrar for the student to meet with the appropriate departmental representative. The nonrefundable fee of \$100 will be assessed before sitting for the examination.

The examination results are evaluated by the appropriate academic department and the course is listed on the student's transcript for each successful challenge. An institutional examination may be taken only once.

- Students must have earned a minimum of nine credits at SNHU to be eligible for institutional exams. This applies to bachelor and associate degree candidates.
- Students must attempt institutional exams prior to their final 24 credits at SNHU. This applies to bachelor and associate degree candidates.
- For certificate programs, the window of opportunity to take institutional exams will be after three credits and prior to the final six.
- Each school will establish which courses in its program are eligible for institutional exams. However, the selection of eligible courses will be restricted to 100- and 200-level courses.
- A maximum of 15 credits may be earned by way of institutional exams. This applies to bachelor and associate degree candidates. For certificate programs, the maximum will be not more than one half of the total credits for the program.
- Students may attempt each exam only once.
- Students who are successful will receive a grade of "S" on their transcript.

Late Assignments

Meeting assigned due dates is critical for demonstrating progress and ensuring appropriate time for instructor feedback on assignments. Students are expected to submit their assignments on or before the due date. Sometimes students are unable to meet due dates. In those rare cases, the following Late Assignments Policy applies:

- You must submit the required minimum discussion board postings during the time frame indicated in the assignment rubric. Final discussion board postings will not be accepted for credit after the deadline.
- With the exception of final discussion board postings, you may submit assignments late up until the last week of the term. A penalty of ten percent (10%) per week will be applied to the grade you achieved on the assignment for each week the assignment is submitted after the deadline.
- Assignments will not be accepted after the last day of the term unless an [Incomplete Grade Petition and Contract](#) has been completed and approved by the instructor. Incomplete arrangements are rare and are not a substitute for meeting assigned deadlines. See the [Incomplete Grade Policy](#).
- The instructor will grade late submitted assignments no later than a week after you submit the assignment. Contact your instructor to notify him or her of the late submission and to ensure he or she has received the assignment.
- The full ten percent (10%) late penalty for each week applies regardless of the day of the week you submit your work.
- Your instructor may accept late work for full credit in the case of extenuating circumstances (such as hospitalization, childbirth, major accident or injury and bereavement). You should notify your instructor immediately of any extenuating circumstances that prevent you from submitting your work on time.

Prior Learning Assessment

Prior learning assessment (PLA) is the process of earning college credit for learning that was acquired from non-classroom experiences like work, professional training, military careers, volunteering, and personal life. This course will help students to identify areas of learning they may want to have evaluated for college-level equivalency. This course will also guide students through the preparation and compilation of all components required for the evaluation of a portfolio or prior learning through [LearningCounts.org](#). Students will learn critical reflection skills to rethink the value of their learning and its implications for future learning. Adult learning theory, models, and concepts will be discussed and applied to case studies. This course is facilitated by an instructor who provides guidance for the student in preparing his or her portfolio-based request for credit. Successful completion of this course will result in a credit recommendation of three lower-level credits.

As an undergraduate student at SNHU, you may be eligible for receiving credits for what you already know! If this sounds like an opportunity you may be interested in, please contact your academic advisor or visit <http://www.learningcounts.org/> for more information.

Repeating Courses

Students may repeat courses for credit. The last grade, whether it is higher than, the same as, or lower than the first grade is included in the Cumulative GPA; the first grade is excluded. In instances where both grades are passing, credit is only earned once. All prior grades will appear on the students' transcripts. While there is no limit on the amount of times a student can attempt most courses, there may be financial aid implications.

Standardized Testing Programs

The university accepts for credit test results from the College Level Examination Program (CLEP), the Proficiency Examination Program (PEP), the Defense Activity for Non-Traditional Education Support (DANTES), high school Advanced Placement (AP) and International Baccalaureate (IB) tests. The Office of the University Registrar can provide information on minimum scores required.

Testing of Students with Disabilities

Students enrolled at Southern New Hampshire University who have documented disabilities verified by the Office of Disability Services may be entitled to alternate testing conditions to help them accurately demonstrate their true competencies. It is the responsibility of the students who wish to avail themselves of these accommodations to inform their instructors at the start of each term or as soon as they become aware of any disabilities.

Transfer Credit and Other External Credit

Purpose of Policy

The purpose of this policy is to describe transfer and external credit policies and procedures for undergraduate and graduate COCE students.

General Information

Only official transcripts are considered for transfer credit. Official transcripts must be sent directly from the issuing institution. COCE accepts secure electronic transcripts from issuing institutions. Credit considered for transfer must be from the issuing institution; transfer credit posted on another institution's transcript will not be accepted.

The grades for transfer courses are not factored into the student's grade point average at SNHU. Developmental or remedial coursework is not accepted for transfer credit. Undergraduate transfer courses with a grade of "Pass" are accepted only if the official transcript indicates that a grade of "Pass" is equivalent to a "C-" or higher.

US Undergraduate and Graduate Transfer Credit Evaluation

Courses accepted for transfer credit must be at college level from a regionally or nationally accredited institution listed by the Council for Higher Education Accreditation (CHEA). The COCE Department of Nursing requires in most instances that a nursing course submitted for transfer credit evaluation is completed at an accredited school of nursing and that the course be an equivalent of the COCE Department of Nursing course requirement. (See the SNHU COCE Department of Nursing Undergraduate and Graduate Student Handbook for specific transfer credit requirements.)

International Undergraduate and Graduate Transfer Credit Evaluation

Students who wish to receive transfer credit for college-level coursework from an international institution outside of the United States or Canada must have their transcript(s) evaluated by an educational credential evaluation service that is recognized by the National Association of Credential Evaluation Services (NACES) or the Association of International Credentials Evaluators (AICES). Students may also use the services of the American Association of Collegiate Registrars and Admissions Officers International Education Services (AACRAO) or the Credentials Evaluation Service of the Commission on Graduates of Foreign Nursing Schools (CGFNS).

Students may use only one evaluation service. Multiple evaluations for transfer credit will not be accepted. Transfer credit is considered for award by official transcript only. Official transcripts must be sent directly from the credential evaluation service to the COCE Transfer Evaluation and Admissions Processing Office. COCE accepts secure electronic transcripts.

Undergraduate Student Transfer and External Credit

Undergraduate courses accepted for transfer credit require a grade of C- or higher. An undergraduate course and external credit may be used only once to fulfill a requirement.

Maximum Credit Hours Awarded

Undergraduate students may be awarded a maximum of credit hours, as follows:

- Toward a bachelor's degree: 90 credit hours;
- Toward an associate's degree: 30 credit hours;
- Toward an undergraduate certificate program or specialization: 6 hours.

The maximum number of credit hours may be composed of the following types of credit: credit transferred from other institutions of higher education, credit by examination, credit awarded through prior learning, credit evaluated by the American Council on Education (ACE) or the National College Credit Recommendation Service (NCCRS), international baccalaureate diploma and advanced-level secondary schools examinations.

Other External Undergraduate Credit

COCE students may be awarded credit for non-traditional learning through the following services (for more information on any of these services, students are encouraged to speak with their academic advisor):

1. **Credit by Examination.** Students may be awarded credit by passing examinations offered by the College Level Examination Program (CLEP), the Defense Activity for Non-Traditional Education Support (DANTES) Examination Program, or any advanced level secondary school placement examination (AP College Board). See the [Office of the Registrar's](#) page and click the AP Credit and Equivalencies link for up-to-date information.
2. **Prior Learning.** To be eligible for prior learning credit students must be enrolled in an undergraduate program at the university. Students may earn up to 15 undergraduate credits through prior learning assessment via portfolio submission. Students work with an advisor to determine the most appropriate path to assess prior learning: SNHU portfolio process or assessment through Learning Counts through Council for Adult Education and Experiential Learning (CAEL). See the [Learning Counts](#) page for more information about the CAEL portfolio process.
3. **Evaluation of Non-Traditional Learning Experiences.** COCE follows the recommendations of American Council on Education (ACE) and National College Credit Recommendation Service (NCCRS) in evaluating non-traditional learning experiences.
4. **The International Baccalaureate Diploma Programme (IBDP).** See the [Office of the Registrar's](#) page for information.

Undergraduate Student Transfer Evaluation Process

Upon Application to COCE: When a student applies to COCE and official transcripts are received, the COCE Transfer Evaluation and Admissions Processing Office compares and evaluates the SNHU course and the transfer course. The student then is sent a transfer credit evaluation, listing all transfer credits accepted by COCE and all courses remaining to be completed for a degree. New Hampshire Community College students should visit www.nhtransfer.org for a listing of all course-by-course equivalencies and recommended transfer programs.

After Enrollment at COCE: Students who are enrolled at SNHU and wish to take a course elsewhere, must submit a request by filling out Request to Take Courses at Another Institution form to ensure that the course fulfills the desired requirement. Please note that Nursing students may not transfer credit for nursing courses once they have enrolled at SNHU. Failure to obtain prior approval to take a course at another institution may lead to SNHU's not granting transfer credit for that course.

Upon approval and once the course is completed, the student must arrange to have an official transcript sent to the Registrar's Office so that credit for the course may be applied toward degree completion.

Questions Regarding Transfer Evaluations

A student who has a question about his or her transfer evaluation should talk with his or her admissions representative or academic advisor. If the admissions representative or academic advisor is unable to answer the question, the student may submit a Transfer Question and Re-evaluation Request form to the COCE Transfer Evaluation and Admissions Processing Office, requesting clarification. The student will be asked to describe his or her question and/or request for re-evaluation of a course. In the case of course re-evaluation, the student will be asked to provide a course description, course syllabus and any other supporting material for each course he or she wishes to have re-evaluated. Re-evaluation questions and appeals take time to be researched and in some cases require the approval of the program dean. The COCE Transfer Evaluation and Admissions Processing Office will respond to student requests as soon as possible.

Graduate Student Transfer and External Credit

Graduate courses accepted for transfer credit require a grade of B or higher and must have been completed within the last five (5) years. Some courses in certain subject areas may have a shorter expiration date. A graduate course may be used only once to fulfill a requirement.

Maximum Credit Hours Awarded

Graduate students may be awarded a maximum of credit hours, as follows:

- Master's degree: a maximum of two graduate-level courses not to exceed 6 credits;
- Graduate certificate program or specialization: three (3) graduate-level credits, except Nursing, which department will accept up to six (6) graduate-level credits.

Graduate Student Transfer Evaluation Process

Upon Application to COCE: Once the student applies to COCE and the official transcripts along with a course description for each course being requested for transfer is received, the COCE Transfer Evaluation and Admissions Processing Office compares and evaluates the SNHU course and the transfer course. The student is then sent a transfer credit evaluation, listing all transfer credits accepted by COCE and all courses remaining to be completed for a degree. The transfer evaluation may take several weeks, as in some cases evaluation and approval of the program dean may be required. Nursing students should refer to the [SNHU COCE Department of Nursing Undergraduate & Graduate Student Handbook](#) for more details regarding this process.

After Enrollment at COCE: Graduate students who wish to take a course at an institution external to SNHU COCE are required to submit a Request to Take Courses at Another Institution form to the Registrar's Office to ensure that the course fulfills the desired requirement. Nursing students may not transfer credit for nursing courses once they

have enrolled at SNHU. Failure to obtain prior approval to take a course at another institution may lead to SNHU's not granting transfer credit for that course.

Upon approval and once the course is completed, the student must arrange to have an official transcript sent to the Registrar's Office so that credit for the course may be applied toward degree completion.

Questions Regarding Transfer Evaluations

A student who has a question about his or her transfer evaluation should talk with his or her admissions representative or academic advisor. If the admissions representative or academic advisor is unable to answer the question, the admissions representative or academic advisor will request the COCE Transfer Evaluation and Admissions Processing Office to review the student's transfer evaluation for any errors that may have been made and to clarify the evaluation for the student. If the COCE Transfer Evaluation and Admissions Processing Office feels that a re-evaluation is warranted, the student will be asked to provide a course description, course syllabus and any other supporting material for each course he or she wishes to have re-evaluated. Please note that re-evaluation questions and appeals take time to be researched and in some cases require the approval of the program dean. The COCE Transfer Evaluation and Admissions Processing Office will respond to student requests as soon as possible.

Quarter to Semester Hour Conversion

One (1) quarter hour is equivalent to .67 semester hours. Two (2) semester hours of transfer credit for a transfer course that aligns to a corresponding SNHU course meets the required SNHU course equivalency. Students still must meet overall program and degree credit hour requirements.

Graduation and Commencement

Commencement Participation

Petition to Graduate

In order to graduate, students must Petition to Graduate. The Petition to Graduate link can be found under the Self Service section on the homepage of mySNHU.

Undergraduate Day Students

The deadlines to petition to graduate and degree conferral dates for undergraduate day students are:

<i>Petition by</i>	<i>Conferral Date</i>
January 1st	April 1st, May 1st, May 12th & June 1st
April 1st	July 1st, August 1st & September 1st
July 1st	October 1st, November 1st & December 1st
October 1st	January 1st, February 1st & March 1st

Graduate and College of Online and Continuing Education Students

The deadlines to petition to graduate and degree conferral dates for graduate and COCE students are:

<i>Petition by</i>	<i>Conferral Date</i>
November 1st	January 1st
December 1st	February 1st
January	March 1st
February 1st	April 1st
March 1st	May 1st
April 1st	June 1st
May 1st	July 1st
June 1st	August 1st
July 1st	September 1st
August 1st	October 1st
September 1st	November 1st
October 1st	December 1st

Participation in Commencement

Only degree candidates are eligible to participate in the commencement ceremony. Students are permitted to participate in only one commencement ceremony per degree. Participation in the ceremony does not indicate degree completion. Degree conferral is only confirmed when recorded on the official transcript.

Eligibility to Participate in the May Commencement Ceremony: March 31st Deadline

To be eligible to participate in the May commencement (graduation) ceremony, students must complete the Petition to Graduate by **March 31st** and must meet the following criteria:

- Students must anticipate completing all program requirements by the end of EW6 (undergraduate students), TW4 (graduate student) terms, or August 31st, whichever is later.
- Students who have up to 12 credit hours remaining to complete all program requirements as of the date of commencement will be allowed to participate.
- Students with more than 12 credit hours to complete all program requirements are not eligible to participate in the current year's commencement ceremony, unless an appeal has been granted, based on the criteria described below (see Appeals to Participate).
- Students must be in good academic standing with at least a 2.0 cumulative GPA (undergraduate) and a 3.0 cumulative GPA (graduate).

Appeals to Participate

In rare circumstances, a student who is within 18 credit hours of completion may be allowed to participate in the commencement ceremony. To be considered, the student must be able to complete remaining requirements by the end of EW6 (undergraduate students), TW4 (graduate student) terms, or by August 31st, whichever is later. They also must have a strong GPA and have demonstrated the ability in the past to complete three courses in one term. Students who believe they meet these criteria and who wish to appeal should work with their academic advisors and forward the appeals to the Office of the University Registrar, who will make the final determination.

Late Petitions to Participate

Students who petition to participate after the March 31st deadline may be approved to participate in the ceremony. However, they will not be included in the commencement booklet, will not be eligible for ceremonial honors (including cords and tassels), and may not receive the standard amount of ceremony tickets.

Degree and Certificate Conferral

Undergraduate Day School Students

Students must submit a petition to graduate to the Office of the University Registrar in accordance with the following deadlines:

<i>Petition by</i>	<i>Conferral</i>
January 1	for an April, May or June conferral
April 1	for a July, August or September conferral
July 1	for an October, November or December conferral
October 1	for a January, February or March conferral

Graduate Students and College of Online and Continuing Education Undergraduate Students

Must submit a petition to graduate to the Office of the University Registrar no later than two months prior to their planned conferral date. For example, a student planning to graduate as of March 1st must submit their petition by January 1st. Students may petition to graduate online via mySNHU.

Upon petition submission, a Petition to Graduate fee will be applied to the student's account.

Degrees are conferred 15 times per year, the first of every month and the days of the May and MFA commencement ceremonies.

A credential will be conferred only when all program requirements are complete and all grades are received and verified by the Office of the University Registrar within the University's information system prior to or on the last business day of the month.

A period of ten business days following the conferral date is required to post the conferral information to the record and issue diplomas/certificates.

Diplomas and Certificates

Only the degree, primary major, honors (if earned), and the University Honors program graduate indication will appear on the diploma. Only the degree, primary major, honors (if earned), and the University Honors program

graduate indication will appear on the diploma.

The name on the diploma must be the legal name of the graduate, or within reason. For example, a student can request their middle initial rather than their full middle name.

All credentials will be issued within 10 business days of the degree conferral date provided the student has met all financial obligations. If the student has an outstanding financial obligation, the Office of the University Registrar must be contacted once the balance is cleared. The student needs to verify their mailing address prior to the diploma being sent out.

If the student does not receive their diploma within ten business days (20 days if international address) of it being mailed at the address specified through the petition to graduate process, the student should contact the Office of the University Registrar. We will send the student another diploma. However, if the diploma mailing address was not updated, the student will need to provide the updated address and pay the cost of a replacement diploma (\$30).

Rushed mail delivery requires a standard pre-paid fee of \$20.

Degree and Certificate Requirements

Degree and Certificate Requirements for Undergraduate Students

Students must fulfill the following university requirements to be eligible for an undergraduate degree or certificate:

Undergraduate Degree

1. General education requirements.
2. All prescribed courses and program requirements.
3. A minimum of 120 credits of work in a bachelor's degree program (more than 120 credits may be required depending on the program of study) or 60 credits in a program leading to an associate degree (more than 60 credits may be required depending on the program of study). *NOTE: Credit earned for **ENG 099** (formerly **ENG 101**) and/or **MAT 050** does not count toward graduation requirements.*
4. A minimum of 30 credit hours of institutional credit taken at SNHU.
5. An overall undergraduate level GPA of 2.0 or higher; some programs require a higher GPA.

Undergraduate Certificate

1. All prescribed courses and program requirements.
2. A minimum of 12 credit hours of institutional work taken at SNHU, with no more than one transfer course (3 credit hours).
3. An overall graduate level GPA of 2.0 or higher.

NOTE: It is the responsibility of the student to be familiar with his/her program-specific requirements as these may supersede the university's minimum standards.

Degree and Certificate Requirements for Graduate Students

Students must fulfill the following university requirements to be eligible for a graduate degree or certificate:

Ph.D. in International Business (on campus only)

1. Complete a minimum of 39 credit hours of required doctoral level courses, and possibly up to 15 credit hours of master's level international business courses as prerequisites for the doctoral level courses.

2. Complete and satisfactorily pass all written/oral comprehensive examinations.
3. Submit and receive approval of dissertation topic.
4. Finalize and receive approval of dissertation research.
5. Complete with a GPA of 3.0 or higher.
6. Complete the program within 8 years of their first day of their first term.

Ed.D. in Educational Leadership (on campus only)

1. Complete a minimum of 48 credit hours of required doctoral level courses with a GPA of 3.0 or higher.
2. Complete and satisfactorily pass all written/oral comprehensive examinations.
3. Complete Human Subjects Research training and submit certificate of completion.
4. Submit and receive approval of dissertation topic.
5. Complete dissertation research.
6. Successfully defend the dissertation proposal.
7. Submit the dissertation proposal and relevant documents to the University Institutional Review Board (IRB).
8. Successfully defend dissertation research.
9. Submit a final copy of the dissertation one month prior to graduation.

Master's Degree

1. All prescribed courses and program requirements.
2. A minimum of 30 credit hours of institutional credits taken at SNHU, with no more than two transfer courses, maximum of 6 transfer credit hours.
3. An overall graduate level GPA of 3.0 or higher.
4. No more than two grades of "C" or "C+" within the program's prescribed courses.
5. Completion within 8 years of the first day of the first term.

Graduate Certificate

1. All prescribed courses and program requirements.
2. A minimum of 12 credit hours in residence, with no more than one transfer course/3 transfer credits.
3. An overall graduate level GPA of 3.0 or higher.
4. No more than one grade of "C" or "C+" within the certificate's prescribed courses.
5. Completion within 8 years of the first day of the first term.

NOTE: It is the responsibility of the student to be familiar with his/her program-specific requirements as these may supersede the university's minimum standards.

Institutional Credit Requirements

All undergraduate and graduate degree-seeking students must complete 30 institutional credit hours from SNHU. Bachelor's degree candidates must complete a minimum of 12 institutional credit hours within the major beyond required school core courses. Associate's degree candidates must complete a minimum of 9 institutional credit hours within the major. For a minor, an optional bachelor's degree component, students must complete a minimum of 9 credit hours of institutional credit, and for a certificate students must complete a minimum of 12 credits. Approved international study and consortium courses are considered to be institutional credit as are credits earned through SNHU institutional exams.

Students must take their last 24 credit hours from SNHU, except active duty military students who are exempted from this requirement. Occasionally, students have a good reason to request to transfer in credit or to take CLEP exams during their last 24 credit hours. If a student submits a petition for approval to take a course elsewhere during the last 24 credit hours, then the request will be approved as long as the student completes the external credit prior to the last

12 credit hours of enrollment at SNHU. Requests to earn transfer credit during or after the last 12 credit hours will be denied.

Students may use the same institutional credit to fulfill requirements for their first certificate and degree of the same level. For additional certificates, students must complete a minimum of 12 additional institutional credits. For additional degrees, 30 additional credits of institutional credit at SNHU are required.

Last 24 Hours of Institutional Credit

Students are required to take their last 24 credit hours of credit at SNHU. Occasionally, students have a good reason to request to transfer in a course or take CLEP exams during their last 24 credit hours. If a student submits a petition for approval to take a course elsewhere during the last 24 credit hours, the request will be approved as long as the student completes the external credit prior to the last 12 credit hours of enrollment at SNHU. Requests to complete courses during or after the last 12 credit hours will be denied. This policy will not exempt students from completing at least 30 institutional credit hours; all degree seeking students must complete at least 30 credit hours of course work at SNHU.

Non-Petitioned Completer (NPC)

Non-petition completion applies to students who are enrolled in courses that will complete their program or have completed all program and institutional requirements, and have not petitioned to graduate. The Office of the University Registrar will notify students via SNHU email if they fall into this category. Students intending to increase their remaining requirements to graduate (for example, adding a minor) must file their request within 15 business days of the notification email*. If the student does not respond within 15 business days, a registration hold will be placed on the student's account on the 16th business day. The student will be removed from any courses they are registered for in future terms and will not be able to register for any future courses.

If the student does not intend to increase their program requirements they should Petition to Graduate via mySNHU in accordance with official Petition to Graduation Deadlines.

*NOTE: The costs of courses taken above and beyond the program requirements are not eligible for financial aid. If the student intends to take additional courses simply to raise their GPA, they must pay for the course (or courses) out-of-pocket. The registration hold will remain in place on the student's account, so registration for these courses must be processed internally.

Miscellaneous

Class Cancellations

Classes held at an SNHU Center cancelled due to inclement weather or other reasons will be rescheduled before the conclusion of the term. In many cases, the rescheduled class will take place online. The decision to cancel will be made by 2:00 p.m. for night classes or 5:30 a.m. for weekend classes. The New Hampshire local news station (Channel 9 - WMUR) will report any cancellations. The most accurate information about class cancellations can be found by checking my.SNHU or by calling 603.644.3133. Students are encouraged to register for SNHU Alerts to get text messages sent to their cell phone whenever there is an SNHU related crisis, closure or weather-related delay. Traditional classes that fall on holidays will be rescheduled by the instructor. As online courses are accessible 24/7, there are no course cancellations.

Cancellation and Refund Policy

Tuition for the program is as stated and there will be no increase in the tuition rates after completion of the Enrollment Agreement. The cost of books and supplies is an estimate and is subject to change. Books and supplies are non-refundable.

1. Applicants who have not visited the school prior to enrollment will have the opportunity to withdraw without penalty within three business days following either the regularly scheduled orientation procedures or following a tour of the school facilities and inspection of equipment when training and services are provided.
2. The Application Fee will be refunded in full if the Applicant withdraws the application within seven (7) days of signing the Application for Admission, or is not accepted.
3. Applicants may cancel the Enrollment Agreement at any time prior to the start of classes. All payments made to the school will be refunded in full within 30 days except for the \$50 Application Fee as noted above.
4. If an Applicant enrolls and then withdraws or is dismissed before completion of the term for any reason, the tuition charged for the completed portion of the term will be calculated according to the Refund Schedule below:

Refund Schedule

Tuition Refund	Cancel Date	Charge	
Prior to the start of the term	Prior to the start of the term	0%	100%
	Withdrawal Date	Charge	Refund
	Calendar Day 1 through Day 7	0%	100%
	Calendar Day 8 through Day 14	50%	50%
	Calendar Day 15 and above	100%	0%

This Refund Policy is used to calculate the refund of institutional charges. A separate Return of Federal Financial Aid calculation is performed to determine the amount of federal aid that must be returned to the federal government by SNHU and the student. The last date of attendance is used for both calculations. Any refund of institutional charges is credited to the student's account within 30 days of determining the student is no longer enrolled.

Definition of Terms

Program Offering

A program offering is any credit or non-credit course of study offered at SNHU by any of its divisions. Examples of program offerings include a concentration, certificate, minor, undergraduate program and graduate program.

Program of Study

A program of study is a coherent, logically-sequenced learning path that progressively leads to the mastery of a predefined set of program outcomes. A program of study is a general term used to describe awarded credentials including an undergraduate or graduate level degree or certificate.

Degree Program

A degree program is any program of study that results in the awarding of a formal, post-secondary degree. It is generally defined as the combination of the degree type (associate's, bachelor's, master's, or doctorate) and the major/discipline of study (accounting, business administration, history, etc.).

Associate's Degree. A degree granted for the successful completion of a pre-baccalaureate program of study equivalent to two years of full-time study. An associate's degree includes the equivalent of a minimum of 60 credit hours drawn from general education courses, electives and courses required for a specific major. At least 30 credit hours must be institutional credits completed at SNHU.

Bachelor's Degree. A degree granted for the successful completion of a baccalaureate program of study equivalent to four years of full-time study. A bachelor's degree includes the equivalent of a minimum of 120 credit hours drawn from general education course requirements, major course requirements and elective courses. At least 30 credit hours must be institutional credits completed at SNHU.

Master's Degree. A degree awarded for successful completion of a post-baccalaureate program of study. A master's degree includes the equivalent of a minimum of 30 credit hours, with most requiring 36 or more credit hours. All coursework must be at the post-baccalaureate level. At least 30 credit hours must be institutional credits completed at SNHU.

Doctorate Degree. A degree awarded for successful completion of a program of advanced study and scholarly work equivalent to at least 3-years of full time study beyond the master's degree level. A doctoral degree includes at least 39 credit hours (but may require substantially more) and commonly requires a dissertation, comprehensive exam(s), or a comparable exit option. Required credit hours vary according to discipline and the speed at which the student candidate is able to complete the work.

Undergraduate Certificate. A formal award that requires completion of an organized program of study to include the equivalent of at least 12 credit hours certifying the satisfactory completion of a postsecondary education program. Undergraduate certificates are comprised of discipline-specific (or interdisciplinary) coursework. At least 12 credit hours must be institutional credits completed at SNHU.

Graduate Certificate. A formal award signifying the completion of an organized program of study to include the equivalent of at least 12 credit hours beyond the bachelor's degree, but not meeting the requirements of a master's degree. All graduate certificate coursework must be at the post-baccalaureate level. At least 12 credit hours must be institutional credits completed at SNHU.

Successful completion of a competency-based program of study fulfills graduation requirements.

Grade Point Average (GPA) Requirements

A grade point average (GPA) is a measure of scholastic achievement, calculated by dividing the number of quality points earned by the number of credits attempted. A detailed description of how SNHU calculates GPA is included in the current catalog. To meet program of study completion requirements, students must meet certain GPA requirements:*

- Associate's degree requires a cumulative GPA of at least 2.0.
- Bachelor's degree requires a cumulative GPA of at least 2.0; but certain bachelor's degree programs require a higher GPA.
- Master's degree requires a cumulative GPA of at least 3.0.
- Doctoral degree requires a cumulative GPA of at least 3.0.
- Majors may have GPA or minimum grade requirements.**
- Minors may have GPA or minimum grade requirements.**
- Certificates, Undergraduate require a minimum of 2.0 GPA.
- Certificates, Graduate require a minimum of 3.0 GPA.

*The successful completion of competency-based programs of study fulfills GPA requirements.

**See the current academic catalog for GPA and minimum grade requirements for majors and minors, if any.

General Education Requirements

General education requirements strive to provide undergraduate students with an educational foundation of knowledge, skills and cultural awareness.

Students pursuing an associate's degree must complete the equivalent of a minimum of 18 credit hours of general education coursework to include one composition course, one science or mathematics course, and one social and behavioral science course.

Students pursuing a bachelor's degree must complete the equivalent of a minimum of 45 credit hours of general education.

Major

A major is the disciplinary (or interdisciplinary) area of emphasis for an undergraduate degree program that includes coursework focused on a specific professional or academic area. The total number of credit hours required by a baccalaureate major is at least 42 credits (including school core) with most majors requiring more. Students pursuing a bachelor's degree must complete at least 12 credit hours of institutional credit at SNHU within the major that are in addition to school core courses within the major. Students pursuing an associate's degree must complete at least 9 credit hours of institutional credits at SNHU within the major.

No major courses may be used to meet general education requirements.

Minor

A minor is an optional secondary area of emphasis for an undergraduate degree program intended to enhance or broaden students' knowledge, skills, and abilities outside of general education and the major area of study.

A minor consists of at least 15 credit hours with at least 9 credit hours of coursework outside of the major coursework. At least 9 credit hours must be institutional credits completed at SNHU.

At least 9 credits in the minor must be unique to that minor. This means that no more than two courses may be used to meet other requirements in general education, a major or another minor.

School Core

The School of Business and the School of Arts and Sciences have core requirements as part of their programs. The School of Business Core is comprised of 10 courses designed to meet program accreditation standards. The School of Arts and Sciences Required Courses are three courses from arts and sciences disciplines that complement each major.

Specialization

Used interchangeably with concentration or track. This term is being phased out in favor of the term concentration.

Concentration

A concentration is a sequence of inter-related coursework that a student chooses to pursue within a major or discipline. A concentration generally replaces elective coursework in the major or discipline, allowing students to focus their studies on an area of interest. A concentration is not an official credential, nor is it noted on the diploma. It is, however, acknowledged on student transcripts. A concentration is typically an optional component within a program of study.

A concentration consists of at least 9 credit hours. Courses used to fulfill a concentration may not be used to fulfill another concentration.

Capstone

A capstone is a culminating experience in which students apply the knowledge, skills and abilities of their degree program to a project or similar demonstration of competency. A capstone generally does not introduce new content for students to learn, but rather asks them to demonstrate that they can integrate their learning into a cohesive body of work.

Elective Courses

An elective is a course that students choose from among various optional courses in a curriculum. Two types of electives exist. One is electives within a specific subject area, which fulfill the requirements of a major or program of study. The second type of electives is free electives, used to complete the number of credits required for a degree (commonly 60 for an associate's, and 120 for a bachelor's). Students may choose any courses they wish to broaden their educational experience while completing their degree requirements.

Foundation Courses, Graduate

Students who are admitted to certain master's degree programs may be required to complete foundational coursework as a prerequisite to advanced coursework.

Course Numbering

Used interchangeably with concentration or track. This term is being phased out in favor of the term concentration.

001-099	Developmental coursework; does not count toward total hours needed for degree completion.
100-299	Lower division coursework; introductory level.
300-499	Upper division course work.
500-799	Graduate level course work.
800-999	Doctorate level course work.

Institutional Credit Requirement

All undergraduate and graduate students must complete 30 institutional credit hours from SNHU to earn a degree. Bachelor's degree candidates must complete a minimum of 12 institutional credit hours within the major beyond required school core courses. Associate's degree candidates must complete a minimum of 9 institutional credit hours within the major. Approved international study and consortium courses are considered institutional credit as are credits earned through SNHU institutional exams.

Certificate candidates must complete a minimum of 12 institutional credit hours at SNHU.

Students must take their last 24 credit hours from SNHU, except active duty military students who are exempted from this requirement.

Seminar

A seminar is a course offered to a small group of students engaged in intensive study.

Internship

An internship is a course of supervised practical training, frequently in an off-campus workplace, where the student is guided in his or her learning by a site supervisor and a faculty sponsor. Internships may be paid or unpaid, depending on the specific location and duties involved.

Double Undergraduate Degrees

A student with a SNHU undergraduate degree seeking to earn an additional degree of the same level must complete at least 30 additional institutional credit hours and meet all other requirements of the new degree. No more than 2 courses in the new major may overlap with the major(s) of the previous degree(s). Double degrees may be pursued concurrently; however, the courses satisfying institutional credit requirements cannot be shared between the two degrees.

Second Major

A student may elect to earn a second major by completing both the degree requirements associated with a primary major and the requirements of a second major excluding associated school core courses. No more than 2 courses in the secondary major may overlap with the primary major. The student's diploma lists the primary major; the transcript reflects both majors.

Second Minor

A student may elect to earn a second minor by completing both the program requirements associated with a primary minor and the requirements of a second minor. At least 9 credits in a minor must be unique to the minor. This means that no more than two courses may be used to meet other requirements in general education, a major, or another minor.

Second Concentration

As a general policy, students may not earn multiple concentrations as part of a single degree. Multiple concentrations are allowed at the undergraduate level in the following programs only: creative writing (COCE students only), environmental science, history, IT, psychology, & business administration. Courses used in one concentration may not be used to fulfill another.

Multiple concentrations are not permitted at the graduate level.

General Education, Anti-Encroachment

Currently, Schools (or Programs) can “dictate” which course students will take in the BA/BS Core for one of the Math requirements and two (2) of the four (4) Social Science Requirements. This will continue in the new General Education Program as follows:

Schools (or Programs) can “dictate” the MAT course in the Foundation section of the General Education program and any two (2) additional courses in the Exploratory and/or the Integration sections of the Program.

This policy takes effect for the 2013-2014 academic years.

Institutional Research Review Board Summary

Please see the [*Institutional Research Review Board for the Protection of Human Subjects: Policies and Procedures Manual*](#) (as Revised) for SNHU’s current policies and procedures regarding protection of human subjects.

The General Policy and Review Procedures are as follows.

Statement of Applicability and General Policies

1. Southern New Hampshire University has established the Institutional Research Review Board (IRB) for the Protection of Human Subjects to develop and implement procedures to ensure the ethical treatment of human subjects. These policies are guided by the ethical principles regarding all research involving human subjects as set forth in the report of the National Commission for the Protection of Human Subjects of Biomedical and Behavioral Research entitled Belmont Report: Ethical Guidelines for the Protection of Human Subjects of Research (1978) in compliance with the Code of Federal Regulations, Department of Health and Human Services, Protection of human subjects: 45 CFR 46. The policies outlined below are intended to foster a positive climate for scholarly research for the university while establishing guidelines for research involving human subjects.
2. The Southern New Hampshire University IRB was established to review, monitor and approve research projects. The IRB has the responsibility and authority to review, approve, disapprove or require changes to appropriate research activities involving human subjects. The primary purpose of the IRB is to oversee the inclusion of human subjects and the ethics of the research process. The SNHU IRB has the authority to suspend or terminate approval of research that is not being conducted in accordance with the SNHU IRB’s decisions, conditions and requirements or that has been associated with unexpended serious harm to subjects.
3. This policy will apply to research, as defined in this policy, as conducted by university personnel (faculty or administrators) or students when that research involves human subjects.

4. Southern New Hampshire University acknowledges and accepts its responsibility for protecting the rights and welfare of human research subjects.
5. Southern New Hampshire University assures that before human subjects are involved in research, proper consideration will be given to:
 - The risks to subjects;
 - The anticipated benefits to the subjects and others;
 - The importance of the knowledge that may reasonably be expected to result;
 - The informed consent process to be employed;
 - The provisions to protect the privacy of subjects; and
 - The additional safeguards for vulnerable subjects.
6. Southern New Hampshire University encourages and promotes constructive communication among the institutional officials, research administrators, deans, department heads, research investigators, clinical care staff, human subjects and all other relevant parties as a means of maintaining a high level of awareness regarding the safeguarding of the rights and welfare of subjects.
7. Southern New Hampshire University will exercise appropriate administrative overview carried out at least annually to assure that its practices and procedures designed for the protection of the rights and welfare of human subjects are being effectively applied.
8. All research must be certified on an annual basis. Work that was approved in a previous year may be recertified through an expedited review process.

IRB Structure

9. The IRB is comprised of the following members: the Vice President for Academic Affairs (ex officio); one External Member (appointed by the President); one faculty member with research experience from each of the schools/departments – School of Liberal Arts, School of Business, School of CED, School of Education, School of Professional and Continuing Education; one professional staff member (appointed by the President); plus a grant writer (appointed by the President). Unless a member of the IRB serves ex-officio, IRB members are appointed for three year, renewable terms. In order to ensure continuity, three of the first IRB appointees will serve one time only for a four year term.
10. IRB members must be sufficiently qualified through their research expertise and experience and sensitivity to such issues as community attitudes and issues related to vulnerable populations to safeguard the rights and welfare of human subjects.
11. Members are expected to participate effectively and consistently in the IRB's work. Failure to do so, or failure to attend three consecutive meetings, may result in removal from the board.
12. No IRB member may participate in the initial or continuing review of any project in which the member has a conflict of interest, except to provide information requested by the IRB.
13. The committee will conduct an annual review of research to assess risks to subjects and other ethical considerations of the research process. Meetings for IRB approval of research will be called as needed.
14. The contact person for the IRB shall be the chairperson.
15. Copies of this policy and operating procedures will be available at [https://my.snhu.edu/Offices/AcademicAffairs/Pages/InstitutionalReviewBoard\(IRB\).aspx](https://my.snhu.edu/Offices/AcademicAffairs/Pages/InstitutionalReviewBoard(IRB).aspx).
16. No member of the IRB will be allowed to review his or her own research. In situations where a full committee is needed for review an IRB member's research, an alternate will be assigned in place of that member.

Program Minimums and Maximum Overlap

	Minimums			Maximum Overlap/Minimum Additional											Notes
	Overall # Courses /Credits DESIGN	Overall # Courses /Credits PRACTICE	Inst'l # Courses /Credits	w/ Gen Ed Core	w/ School Core	w/ Major	w/ Major 2	w/ Minor	w/ Minor 2	w/ Concentration	w/ Concentration 2	w/ Certificate	w/ Certificate 2	w/second degree of same level	
<u>Associate's Degree</u>	60 credits	60 credits	30 credits	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	∞	∞	30 credits + all other requirements	
<u>Bachelor's Degree</u>	120 credits	120 credits	30 credits	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	∞	∞	30 credits + all other requirements	
<u>Master's Degree</u>	10 courses/30 credits	10 courses/30 credits	10 courses/30 credits	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	∞	∞	min 7 courses /21 credits add'l	
<u>Doctoral Degree</u>	39 credits	39 credits	30 credits	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	∞	∞	n/a	
<u>Certificate - UG</u>	5 courses/15 credits	4 courses/12 credits	4 courses/12 credits	∞	∞	∞***	∞	∞	∞	∞	∞	n/a	min 4 courses /12 credits add'l	n/a	
<u>Certificate - GR</u>	5 courses/15 credits	4 courses/12 credits	4 courses/12 credits	n/a	n/a	∞ *	∞ *	n/a	n/a	∞ *	n/a	n/a	min 4 courses /12 credits add'l	n/a	
<u>Gen Ed - Bachelor's</u>	15 courses/45 credits	15 courses/30 credits	0	n/a	0	only where dictated	∞	MO2	MO2	*	*	∞	∞	∞	
<u>Gen Ed - Associate's</u>	6 courses/18 credits	6 courses/12 credits	0	n/a	n/a	only where dictated	n/a	n/a	n/a	n/a	n/a	∞	∞	∞	
<u>School Core - SAS</u>	3 courses/9 credits	3 courses/6 credits	0	0	n/a	0	∞	∞	∞	*	*	∞	∞	∞	

<u>School Core - SB</u>	10 courses/30 credits	10 courses/20 credits	0	0	n/a	0	∞	∞	∞	*	*	∞	∞	∞	NOTE: The "major" for BST consists of the core and the concentration so there is a MO2 between core/concentration and 2nd major.
<u>Major - Associate's</u>	?	?	3 courses/9 credits	only where dictated	n/a	n/a	n/a	n/a	n/a	n/a	n/a	∞***	∞	MO2	
<u>Major - Bachelor's</u>	10 courses/30 credits	10 courses/24 credits	4 courses/12 credits	only where dictated	0	n/a	Max overlap of 2 courses w/primary major	MO2**	MO2**	*	*	∞	∞	MO2	The major is supposed to be designed so that it is 30 credits beyond the Gen Ed and School Core. For business studies the major is the concentration - so they have to meet the residency requirement in the concentration.
<u>Concentration</u>	3 courses/9 credits	3 courses/6 credits	0	*	*	*	*	MO2	MO2	n/a	∞	∞	∞	MO2	
<u>Minors</u>	5 courses/15 credits	5 courses/13 credits	3 courses/9 credits	∞	∞	∞	∞	∞	∞	∞	∞	∞	∞	∞	
<u>Electives</u>	5 courses/15 credits	0	0	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	There are programs that are unable to follow guidelines of 5 free electives (Education, Accounting).

KEY:					
MO2 = Max overlap of 2 courses non-cumulative	* = Concentrations are part of the major, see major.	∞ = unlimited sharing	∞ * = unlimited sharing with any graduate degree	MO2** = Begin enforcing with 2014 catalog.	***Except for the Sustainability Certificate: For students seeking both a Sustainability Certificate and a degree, at least four courses used to satisfy the requirements of the certificate must be in addition to any of the courses counted toward the student's major field of study.

Miscellaneous Notes:

Students cannot minor in what they are majoring/concentrating/specializing in.

Independent institutional credits must be established for each credential. For example, if a student receives an associate's degree they must have 30 institutional credits applicable to that credential. If they go on to obtain a bachelor's degree, they must take an additional 30 institutional credits applicable to the bachelor's degree. All minimum institutional credit requirements must be met including within the major, minor, etc. The institutional credits cannot count in both credentials.

Multiple Concentrations are not allowed at the graduate level.

Multiple Concentrations are not allowed at the graduate level.

Multiple concentrations are allowed at the undergraduate level in the following programs only: creative writing (COCE students only), environmental science, history, IT, psychology, & business administration.

The concentration is part of the major. Beginning with the 2013-2014 academic year, concentration courses will be combined with the major courses on the degree audit so that they will automatically be considered to meet residency requirements.

All credentials are "stand alone" (including certificates).

SNHU Student ID Card and OneCard

SNHU Student ID Card

Full-time graduate Manchester campus students will receive a photo ID card. Continuing education evening and online students have the option to obtain a photo ID card for a fee. These cards are the property of SNHU and must be forfeited upon request.

Student ID cards for full-time graduate students hold dining plan monies and allow access into residence halls and various approved locations on campus.

Due to the multiple functionality and costs associated with student ID cards, there is a replacement fee if a card is lost or stolen. When replaced, all access and functions of the lost or stolen card are deactivated. Please see tuition and fee schedule for dining plan and replacement card costs.

SNHU OneCard through Higher One

Southern New Hampshire University has partnered with Higher One, a financial services company focused solely on higher education, to offer faster delivery of refunds to students. Upon first time enrollment, students will be issued a SNHU OneCard directly from Higher One approximately 1-3 weeks prior to the semester start. To avoid delays in receiving money that is owed to you due to an overpayment on your account, you must activate this card. With Higher One you have the option to have a potential refund available through your SNHU OneCard or have it sent to a bank account through an ACH transfer.

If you have lost or misplaced your SNHU OneCard please contact the One Stop at 877.455.7648 or email onestop@snhu.edu to order a replacement card. Please see tuition and fee schedule for costs. Additional information regarding the SNHU OneCard, credit balances, including the refund schedule, is made available through the student portal: my.snhu.edu under 'My Refunds'.

Credit Balance Refunds/Overpayment on your Account

A credit balance will accrue on your student account when a payment to cover charges exceeds the total amount owed to the university. Although you are eligible to receive this additional loan money, SNHU advises you to borrow only if necessary as a supplement to indirect educational expenses (books, supplemental living expenses, etc.).

The Purpose of a University Catalog

The purpose of a university catalog is to be of use to present or potential students and family members, to serve as a historical document and to let others know the nature and scope of programs available. Every effort was made to

ensure accuracy at the time of publication; the various staff and faculty members listed herein will do their best to answer questions.

Students have the responsibility to become familiar with these policies and processes as they pursue their educational goals. The students, administration, faculty and staff have the mutual responsibility of bringing the words to life by making the learning experiences as pleasant and productive as possible. The university reserves the right to change any part of it and to make any changes retroactive for students currently enrolled.

University Directory

On Campus

2500 North River Road
 Manchester, NH 03106
 603.668.2211

On Location

<p>SNHU Maine 10 Tibbetts Drive, Suite 200, Cook's Corner Brunswick, ME 04011 207.725.6486 800.427.9238 brunswick@snhu.edu</p>	<p>SNHU Manchester 2500 North River Road Robert Frost Hall, Suite 101 Manchester, NH 03106 603.645.9624 manchester@snhu.edu</p>
<p>SNHU Maine at Naval Air Station 207.798.5418 Fax 207.798.5419</p>	<p>SNHU Nashua 546 Amherst Street Nashua, NH 03063 603.881.8393 nashua@snhu.edu</p>
<p>SNHU Seacoast 231 Corporate Drive Portsmouth, NH 03801 603.436.2831 seacoast@snhu.edu</p>	<p>SNHU Salem 25 Pelham Road, Suite 300 Salem, NH 03079 603.893.9600 salem@snhu.edu</p>
<p>SNHU Vermont 463 Mountain View Drive, Suite 101 Colchester, VT 05446 1.800.730.5542</p>	

Admission

<p>Undergraduate Day Office 2500 North River Road Manchester, NH 03106 8000.642.4968 603.645.9611 FAX: 603.645.9693 admission@snhu.edu</p>	<p>International Admission 2500 North River Road Manchester, NH 03106 USA 603.645.9629 Fax: 603.645.9603 international@snhu.edu</p>
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College of Online and Continuing Education 33 South Commercial St., Suite 203 Manchester, NH 03101 888.327.SNHU moreinfo@snhu.edu	Military Admission 888.327.SNHU military@snhu.edu Transfer Admission 603.645.9687 Fax: 603.645.9693 transfer@snhu.edu
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Online

College of Online and Continuing Education

33 South Commercial St., Suite 203
 Manchester, NH 03101
 888.327.SNHU

Online Programs: online@snhu.edu

Current students: onlinestudent@snhu.edu

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and Student Recruiting B.A., University of Phoenix	Dean, School of Education B.S. Bridgewater State College M.Ed., Johnson State College C.A.G.S., University of Vermont
Karen Erickson Dean, School of Arts and Sciences B.A., Stanford University M.A., Ph.D., Harvard University	Brian Mehr Associate Director of Budgets and Planning B.S., University of Rhode Island M.B.A., University of New Hampshire
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Stephen Giglio Director of Corporate Partnerships B.S., Boston College	Brian Peddle Chief Technology Officer B.S., Salem State University
William J. Gillett Dean, School of Business B.S., Georgetown University L.L.B., University of Michigan Law School	Kathy Piotrowski Director Business Support Systems
Carey Glines Dean, Student Success and Retention B.A., M.Ed., University of New Hampshire M.S., Southern New Hampshire University	Benjamin Piper Budget Director B.S., Bentley College
Kathryn Growney Dean, Shapiro Library B.A., University of Vermont M.S., Simmons College	Beth Prieto Executive Director of the Career Development Center B.A., University of New Hampshire M.B.A., Boston College
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Nicholas Hunt-Bull Associate Vice President, Academic Affairs B.A., M.A., University of Western Ontario M.A., Ph.D., University of North Carolina, Chapel Hill	John Roper Associate Enterprise Architect B.B.A., University of Georgia
Cheryl Irvin Office Manager	Lisa St. Hilaire Director of Development Operations M.B.A., Plymouth State College
Darryl Jelley Associate Vice President, Creative Services, Marketing and Communications B.A., Notre Dame College	Yvonne Simon Chief Learning Architect B.A., Bowdoin College M.Ed., Harvard Graduate School of Education
Jonathan Kamyck Information Security Officer B.S., M.S., Southern New Hampshire University M.S., Norwich University	Danielle Stanton Vice President, Human Resources B.A. Notre Dame College M.S. Villanova University
Cathrael Kazin Chief Academic Officer, College for America	Robert Vachon Associate Vice President and Director of Facilities

<p>J.D., University of Pennsylvania Law School Ph.D., Cornell University A.B., Smith College</p> <p>Stephen Khederian Vice President, Decision Support and Measurement B.A., Cornell University M.B.A., University of Rochester</p>	<p>B.A., St. Anselm College</p> <p>Colin Van Ostern Director of Marketing B.A., The George Washington University M.B.A., Dartmouth College</p> <p>Jane Yerrington Assistant Dean, Academic Affairs B.A., St. Anselm College M.S., Southern New Hampshire University</p>
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Administration Emeriti

<p>Richard A. Gustafson President Emeritus Southern New Hampshire University</p>	<p>Jacqueline Mara Dean Emerita Southern New Hampshire University</p>
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Full-Time Faculty

<p>Eklou Amendah Associate professor of marketing B.S., M.S., University of Lome, Togo M.S., Auburn University Ph.D., Purdue University 2008</p> <p>Charles Andrews Assistant professor of humanities and fine arts B.A., Emory University M.A., Ph.D., Indiana University 2013</p> <p>Micheline G. Anstey Assistant professor of marketing B.A., St. Anselm College M.B.A., New Hampshire College 2005</p> <p>C. Bulent Aybar Professor of international business B.S., The Middle East Technical University M.A., University of Istanbul M.A., Ph.D., Ohio State University 1998</p> <p>Andrea Bard Assistant professor of communication B.S., Northern Michigan University M.A., Emerson College 2008</p> <p>Paul A. Barresi Professor of political science and environmental law B.S., Cornell University J.D., The George Washington University National Law Center M.A.L.D., The Fletcher School of Law and Diplomacy, Tufts University Ph.D., Boston University</p>	<p>Lowell C. Matthews Assistant professor of organizational leadership B.S., University of Delaware M.B.A., Roosevelt University D.B.A., Argosy University 2012</p> <p>John McCannon Associate professor of history B.A., Yale University M.A., Ph.D., University of Chicago 2011</p> <p>Katharine McQuade Assistant professor of organizational leadership B.S., Boston University M.B.A., Rivier University Ph.D., Capella University 2014</p> <p>Kimberly Monk Professor of hospitality business B.S., Florida International University M.B.A., New Hampshire College C.A.G.S., Plymouth State College, Ed.D., Argosy University CHE 1999</p> <p>Shahriar Movafaghi Professor of information technology B.S., Louisiana State University M.S., Ph.D., Northwestern University 2002</p> <p>Lynn Murray-Chandler Assistant professor of English B.A., M.Ed., University of Hartford Ed.D., University of Nevada, Las Vegas</p>
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<p>2001</p> <p>Denise Benner Assistant professor of education B.A., St. Bonaventure University M.S., University of Massachusetts, Amherst Ed.D., University of Massachusetts, Lowell 2010</p> <p>Kiki Berk Assistant professor of philosophy M.A., Ph.D., Vrije University, Amsterdam 2013</p> <p>Crystal Bickford Assistant professor of English B.A., M.A., University of Massachusetts, Dartmouth Ph.D., Indiana University, Pennsylvania 2010</p> <p>Doug Blais Professor of sport management B.S., M.B.A., New Hampshire College Ph.D., University of Connecticut 1996</p> <p>Steven O. Booth Associate professor of business law B.S., Franklin Pierce College J.D., Ohio Northern University 2003</p> <p>Jon Boroshok Instructor of communication B.S., Communications, Emerson College M.B.A., Northeastern University 2011</p> <p>Bryan Bouchard Instructor of accounting B.S., M.B.A., M.S., Southern New Hampshire University 2013</p> <p>David Bresnahan Lecturer in music education B.S., Plymouth State University M.A., University of New Hampshire 2013</p> <p>Ed Brilliant Game artist and instructor B.F.A., Montserrat College of Art 2012</p> <p>Charlotte Broaden Professor of international business and organizational leadership B.A., Marquette University M.S., D.B.A., Southern New Hampshire University 2006</p> <p>Gary Carkin Professor of TESOL B.A., University of New Hampshire</p>	<p>2014</p> <p>Rita Naughton Assistant professor of TESOL B.A., M.A., University of Massachusetts, Lowell Ph.D., Biola University 2012</p> <p>Kenneth Nivison Associate professor of history B.A., St. Anselm College M.A., Ph.D., The Catholic University of America 2009</p> <p>Benjamin Nugent Assistant professor of English B.A., Reed College M.F.A., Iowa Writers' Workshop 2011</p> <p>Nicholas Nugent Professor of international business B.A., M.B.A., University of South Florida Ph.D., Florida State University 1990</p> <p>Rosemary Orlando Professor of TESOL B.A., Providence College M.Ed., Rhode Island College Ed.D., Argosy University 1994</p> <p>Stephen D. Owens Associate professor of culinary arts B.S., Rochester Institute of Technology M.S., New Hampshire College CHE 2000</p> <p>Megan Paddack Associate professor of mathematics B.A., Plattsburgh State University of New York M.A., Ph.D., University of New Hampshire 2009</p> <p>Maria E. M. Painchaud Associate professor of organizational leadership B.S., University of New Hampshire B.S., Franklin Pierce College M.B.A., New Hampshire College Ed.D., Argosy University 2003</p> <p>Steven R. Painchaud Professor of organizational leadership B.A., St. Joseph's College M.S., University of Southern Maine D.Ed., Boston College 1985</p> <p>Ravindra V. Pandit Professor of hospitality business A.A., Essex Community College</p>
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<p>M.A., University of New Mexico Ph.D., Michigan State University 1982</p> <p>Francis N. Catano Associate professor of sociology B.A., St. Anselm College M.A., Northeastern University Ph.D., Walden University 2005</p> <p>Tom S. Chan Professor of information technology B.S., M.S., University of Southern California M.A., HsiLai University M.B.A., Pepperdine University Ed.D., Texas Tech University 2000</p> <p>Nancy N. Charron Assistant professor of education B.S., University of Michigan M.E., Western Michigan University Ph.D., University of Massachusetts 2010</p> <p>Christina Clamp Professor of sociology B.A., Silpakorn University M.A., Ph.D., Boston College 1981</p> <p>Pamela B. Cohen Associate professor of mathematics B.S., Boston University M.A., Teachers College, Columbia University 1984</p> <p>J. Stephanie Collins Professor of information technology B.B.A., Ph.D., University of Wisconsin, Milwaukee 1996</p> <p>Vicki Connell Associate professor of culinary arts A.A.S., University of New Hampshire B.S., M.B.A., New Hampshire College, CHE 1985</p> <p>Richard Cook Instructor of music B.A., M.A., University of New Hampshire 2008</p> <p>Susan E. Cook Assistant professor of English B.A., M.A., Boston College Ph.D., University of California, Santa Barbara 2011</p> <p>Christopher Cooper Digital Initiatives Librarian Assistant professor</p>	<p>B.A., St. Xavier College, University of Bombay M.S., Rochester Institute of Technology Ph.D., Pennsylvania State University CHE 1999</p> <p>Karina H. Pasternak Instructor of culinary arts A.A.S., B.A.S., Southern New Hampshire University 2011</p> <p>Laurence J. Pelletier Jr. Professor of accounting and business education B.S., M.B.A., New Hampshire College Ed.D., Nova Southeastern University 1980</p> <p>Elise N. Pepin Associate professor of psychology B.A., Brandeis University M.A., M.S.T., Ph.D., University of New Hampshire 2007</p> <p>Kishore Pochampally Associate professor of quantitative studies, operations and project management B.E., National Institute of Technology M.S., Ph.D., Northeastern University 2006</p> <p>Diana H. Polley Associate professor of English B.A., Dartmouth College M.A., Ph.D., Graduate Center of the City of New York (CUNY) 2006</p> <p>Cara Procek Assistant professor of education B.A., M.Ed., C.A.G.S., University of New Hampshire Ed.D., Northeastern University 2011</p> <p>Greg Randolph Associate professor of economics B.A., Grove City College M.A., Ph.D., West Virginia University 2007</p> <p>Burt C. Reynolds Associate professor of organizational leadership B.S., M.B.A., Golden Gate University Ed. D., Boston University 2008</p> <p>Steve Robichaud Technical services librarian Associate professor A.S., Mount Wachusett Community College B.A., Fitchburg State College M.L.I.S., Simmons College 2008</p> <p>Vanessa Rocco</p>
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<p>B.A., Bates College M.A., University of Massachusetts, Amherst M.S.L.I.S., Syracuse University 2005</p> <p>Joseph F. Corbin, III Associate professor of environmental studies B.A., West Virginia University M.S., Ph.D., Washington State University 2009</p> <p>David E. Cox Associate professor of mathematics B.A., Southwest Baptist University M.S., University of Oklahoma 1990</p> <p>Patrick Cullen Associate professor of justice studies B.S., Cornell University J.D., Boston College Law School 2006</p> <p>Allison M. Cummings Professor of English B.A., Reed College M.A., Ph.D., University of Wisconsin, Madison 2002</p> <p>Susan D'Agostino Associate professor of mathematics B.A., Bard College M.A., Smith College M.A., Ph.D., Dartmouth College 2009</p> <p>Edward W. Daniels Off-campus services librarian Professor B.A., University of New Hampshire M.L.S., University of Rhode Island 1987</p> <p>Kevin J. Degnan Professor of science and mathematics B.S., Manhattan College M.S., Ph.D., New York University 1995</p> <p>Tej S. Dhakar Professor of quantitative studies, operations and project management B.S., Indian Institute of Technology M.B.A., University of Delhi Ph.D., University of Alabama 1995</p> <p>Antimo DiMatteo Associate professor of TESOL B.A., Butler University M.Ed., Notre Dame College 1993</p>	<p>Assistant professor of art history B. A. American University M.S., Ph.D., City University of New York 2012</p> <p>Audrey P. Rogers Associate professor of education B.A., Tufts University M.Ed., University of Massachusetts, Lowell M.A., University of New Hampshire Ed.D., Rivier University 2007</p> <p>Ralph Rojas, Jr. Assistant professor of justice studies B.A., Fordham University M.S., M.P.A., Long Island University D.P.A., University of Baltimore 2008</p> <p>Colin Root Assistant professor of humanities and fine arts B.A., Ball State University M.F.A., Ph.D., Boston University 2013</p> <p>Stefan Ryll Assistant professor of culinary arts A.S., Metha Bohnert Culinary Academy, Germany B.A.S., M.S., Southern New Hampshire University C.E.C. 2008</p> <p>Massood V. Samii Professor of international business B.S., University of Hartford M.B.A., Western New England College Ph.D., State University of New York 1988</p> <p>Sarah Sarette Assistant professor of special education B.S., M.Ed., C.A.G.S., Plymouth State University 2014</p> <p>Megan Sawyer Assistant professor of mathematics M.A., Smith College M.S., Ph.D., North Carolina State University 2013</p> <p>Elizabeth Sheehan Associate professor of sport management B.A., Mount Saint Mary's College M.S., Ph.D., University of Massachusetts, Amherst 2005</p> <p>Kevin Snyder Assistant professor of sport management B.S., Virginia Polytech Institute State University M.B.A., University of Oregon Ph.D., University of Massachusetts, Amherst 2012</p>
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<p>Tracy Dow Instructor of graphic design B.A., Notre Dame College M.B.A., Plymouth State University 2008</p> <p>David L. Doyon Assistant professor of accounting B.S., University of Southern Maine M.B.A., Southern New Hampshire University 2001</p> <p>Euclid A. Dupuis Professor of accounting B.S., New Hampshire College M.S., Bentley College CPA 1984</p> <p>David W. Fehr Associate professor of finance and economics B.S., Lafayette College M.B.A., University of Rochester 1998</p> <p>Marilyn Fenton Associate professor of education B.A., M.A., University of Rochester C.A.G.S., Plymouth State College Ed.D., Argosy University 2007</p> <p>Aysun Ficici Associate professor of international business B.A., University of Massachusetts at Lowell M.A., Harvard University M.B.A., New Hampshire College M.S., M.B.E., Southern New Hampshire University D.B.A., Southern New Hampshire University 2007</p> <p>M. Brigid Flanigan Associate professor of culinary arts A.A.S., Southern Maine Vocational Technical Institute M.Ed., Cambridge College CHE 1998</p> <p>Peter Frost Professor of psychology B.A., Framingham State College M.A., Ph.D., Baylor University 2001</p> <p>Steven Gallaher Associate professor of finance and economics B.S., M.B.A., Ph.D., University of Texas at Austin 2008</p> <p>Lisa Gerrish Assistant professor of accounting B.S., University of Massachusetts, Amherst M.B.A., Rollins College</p>	<p>Silvia Spence Associate professor of TESOL B.A., Pfeiffer University M.Ed., Notre Dame College 1989</p> <p>Pat Spirou Professor of marketing B.S., Keene State College M.B.A., New Hampshire College D.B.A., Nova Southeastern University 1993</p> <p>Catherine Stavenger Associate professor of education B.S., M.Ed., University of New Hampshire 2007</p> <p>Karen Curry Stone Professor of marketing B.A., Wake Forest University M.A., University of Kentucky Ph.D., Boston College 1983</p> <p>David W. Swain Associate professor of English B.A., Eastern Nazarene College M.A., Pennsylvania State University Ph.D., University of Massachusetts 2007</p> <p>Michael T. Tasto Associate professor of economics B.S., St. John's University M.A., Ph.D., Georgia State University 2007</p> <p>Jeannemarie Thorpe Assistant professor of marketing B.S., University of Bridgeport M.Ed., Rivier College M.B.A., New Hampshire College 2002</p> <p>Susan A. Torrey Associate professor of hospitality business A.S., Endicott College B.S., M.S., Lesley University CHE 1999</p> <p>Gary P. Tripp Associate professor of finance and economics B.S., B.A., Nichols College M.A., Penn State University Ph.D., Clark University 1996</p> <p>Harry Umen Professor of communication B.F.A., Temple University M.F.A., Indiana University, Bloomington</p>
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<p>2013</p> <p>Adam Gilbert Assistant professor of mathematics B.A., Merrimack College M.S., Ph.D., University of Rhode Island 2014</p> <p>Brooke E. Gilmore Information literacy librarian and reference coordinator Assistant professor B.A., University of New Hampshire M.L.I.S., Simmons College 2009</p> <p>Michele Goldsmith Associate professor of science B.A., State University of New York at Plattsburgh M.S., Bucknell University M.A., Ph.D., State University of New York at Stony Brook 2008</p> <p>Betsy Gunzelmann Professor of psychology B.A., M.Ed. Salem State College Ed.D., Boston University 1996</p> <p>Denis A. Hall Associate professor of TESOL B.A., M.A., University of New Hampshire 1982</p> <p>Shaikh A. Hamid Professor of finance and economics B.A., M.B.A., University of Dhaka D.B.A., Boston University 1999</p> <p>Jennifer Harris Emerging Technology and Systems Librarian Assistant professor B.A., Edinboro University M.S.L.S., Clarion University M.S., Mercyhurst University 2013</p> <p>Mahboubul Hassan Professor of finance and economics B.A., M.A., M.B.A., University of Dhaka M.A.P.E., Boston University D.B.A., Nova Southeastern University 1985</p> <p>Mark Hecox Professor of sport management B.S., M.B.A., University of Miami D.B.A., Southern New Hampshire University 2004</p> <p>Michael Hendery Assistant professor of psychology B.A., Ithaca College M.A., St. Michael's College</p>	<p>2002</p> <p>John C. VanSantvoord Professor of accounting B.S., New Hampshire College M.B.A., University of New Hampshire 1980</p> <p>Deborah S. Varat Associate professor of art history B.A., University of Rochester M.A., Ph.D., Boston University 2004</p> <p>Mary Westwater Assistant professor of education B.A., Jersey City State College M.Ed., William Paterson College 2009</p> <p>Charles V. White Professor of finance and economics B.A., M.S., University of Connecticut Ph.D., Ohio State University 1979</p> <p>Steven Widener Associate professor of economics B.A., Xavier University M.A., Ph.D., University of New Hampshire 1987</p> <p>Charles L. Wilbert Professor of English B.A., University of Pennsylvania M.A., Ohio University 1968</p> <p>Kristina Wright Assistant professor of English B.A., University of North Carolina, Charlotte M.A., Ph.D., Tufts University 2013</p> <p>Kate York Assistant professor of science B.S., M.Ed., Ph.D., University of New Hampshire 2010</p> <p>Susan I. Youngs Professor of English B.A., Luther College M.A., Washington State University Ph.D., University of Wisconsin 1998</p> <p>Mary Zickafoose E-Learning librarian Assistant professor B.A., Sam Houston State University M.S.I.S., M.S.L.I.S., Drexel University 2014</p>
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<p>Psy.D., George Washington University 2010</p> <p>Sarah Howe Assistant professor of English B.A., University of Saint Joseph M.A., Trinity College Ph.D., University of Arizona 2013</p> <p>Alec Ingraham Professor of mathematics B.A., M.A., University of Massachusetts, Boston 1978</p> <p>Kostas Karadakis Assistant professor of sport management B.S., University of Ottawa M.B.A., Liverpool John Moores University Ph.D., University of Florida 2012</p> <p>J. Desmond Keefe III Associate professor of culinary arts A.S., Johnson & Wales University M.Ed., Cambridge College C.E.C., C.C.E. 1996</p> <p>Jay F. Kosegarten Assistant professor of psychology B.A., Connecticut College M.A., Ph.D., Long Island University 2011</p> <p>Louis B. Lanzillotti Associate professor of accounting B.S., M.B.A., Northeastern University CPA 1975</p> <p>Diane Les Becquets Associate professor of English B.A., Auburn University M.F.A., University of Southern Maine 2006</p> <p>Lundy Lewis Professor of information technology B.A., B.S., University of South Carolina M.S., Rensselaer Polytechnic Institute Ph.D., University of Georgia 2003</p> <p>Frederick Lord Associate professor of English and creative writing B.S., M.B.A., New Hampshire College M.F.A., New England College 2009</p> <p>Susan N. Losapio Associate professor of organizational leadership B.S., Plymouth State College M.S., Antioch University New England</p>	<p>Faculty Emeriti</p> <p>Robert Begiebing Professor emeritus of English B.A., Norwich University M.A., Boston College Ph.D., University of New Hampshire 1977</p> <p>Robert R. Craven Professor emeritus of English and humanities B.A., M.A., City College of New York Ph.D., University of Rhode Island Diploma (Art History), University of New Hampshire 1977</p> <p>Eleanor Dunfey-Freiburger University professor emeritus of ethics and engagement B.A., Emmanuel College M.A., University of San Francisco 1984</p> <p>Robert H. Fleeson Professor emeritus of English B.A., Yale University M.A., University of New Hampshire 1967</p> <p>James Freiburger Professor emeritus of organizational leadership B.S., Loras College M.S., University of Notre Dame C.A.S. University of Vermont Ph.D., University of Connecticut 1988</p> <p>Carolyn Hollman Professor emeritus of English and education A.B., University of Michigan M.A., University of New Hampshire Ed.D., Vanderbilt University</p> <p>Ernest H.S. Holm Professor emeritus of government A.B., Dartmouth College M.A., Boston University M.A.T., University of New Hampshire Ph.D., Tufts University</p> <p>Burton S. Kaliski Professor emeritus of business education B.B.A., City College of New York, Baruch School M.S., State University of New York at Albany Ed.D., New York University</p> <p>G. David Miller Professor emeritus, community economic development B.A., Brown University M.S.W., University of Michigan M.A., Northeastern University</p> <p>Paul Schneiderman Professor emeritus of finance B.B.A., M.B.A., University of Massachusetts</p>
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<p>Ph.D., Walden University 2003</p> <p>Andrew Lynch Professor of marketing B.S., M.S., Southeast Missouri State University Ph.D., Southern Illinois University 2007</p> <p>Andrew Martino Professor of English Director of University Honors Program B.A., M.A., Ph.D., SUNY Binghamton 2005</p>	<p>M.A., Ph.D., Clark University 1976</p> <p>Don W. Sieker Professor emeritus of English A.B., M.A., San Francisco State University Ph.D., University of California</p> <p>Christopher Toy Professor emeritus of mathematics B.A., M.A., San Francisco State University 1971</p>
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Records and Right to Privacy

FERPA Student Right to Privacy

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of the day the University receives a request for access.

A student should submit to the university registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the University to amend a record should write the University official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed. If the University decides not to amend the record as requested, the University will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before the University discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The University discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has contracted as its agent to provide a service instead of using University employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the University.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-5901.

Request for Transcript

Except as provided by the Federal Family Education Rights and Privacy Act and in instances in which a student consents to release his or her transcript to another party, the Office of the University Registrar will not release a transcript to any person other than to the person identified by name on the transcript. Transcripts will not be furnished to students or former students whose financial obligations to the university have not been satisfied. To request an official copy, please visit the [Parchment](#) website and sign in or create an account.

Student Name Change

A student may request a change of name from the name that is currently on record at SNHU to a different name, by providing to the Office of the Registrar his or her former name, Student ID number (if known), and a copy of documentation verifying his or her correct name. Any one of the following documents is acceptable proof of the student's correct name:

- A copy* of a marriage license or marriage certificate;
- A copy* of a divorce decree;
- A copy* of a certificate of name change or court order verifying name change;
- A copy* of a Social Security card; or
- A copy* of a driver's license.

*The copy must be clear and legible.

The request for a change of name, along with the student's former name, Student ID number (if known), and copy of supporting documentation, may be furnished to the Office of the Registrar in one of the following ways:

- by email to registrar@snhu.edu;
- by fax to (603) 629-4647
- by U.S. postal service to:

Office of the University Registrar,
SNHU, 2500 North River Road,
Manchester, NH 03106

Transcripts from Other Institutions

Student transcripts from previously-attended institutions that were provided for admissions consideration become the property of SNHU and are considered official only at the time of receipt. SNHU does not provide copies of transcripts from other institutions that are part of a student's education record to the student or any other third party. In order to obtain accurate up-to-date information and assure that no protocol of the issuing institution is circumvented, a student must contact the originating school for a copy of that transcript.

Rights and Responsibilities

Disability Access Statement

Accommodations are available to provide individuals with documented disabilities equal access to facilities and programs at Southern New Hampshire University. For further information on access, please contact the Office of Disability Services at: Voice: 603.668.2211, ext. 2386, TTY: 603.629.4671.

Nondiscrimination/Equal Opportunity

Consistent with all federal and state laws, rules, regulations and ordinances (e.g., Title VII, Title VI, Title III, Title II, the Rehabilitation Act, the Americans with Disabilities Act, and Title IX), it is the policy of Southern New Hampshire University not to engage in discrimination or harassment against any person on the basis of race, color, national origin, citizenship, religion, marital status, age, sex, sexual orientation or disability in admission to, access to, treatment in or employment in its programs and activities. It is the policy of the University to comply with all federal and state nondiscrimination, equal opportunity and affirmative action laws, orders, and regulations. The following department has been designated to handle inquiries regarding the nondiscrimination policies: Office of Human Resources and Development, Southern New Hampshire University, 2500 North River Road, Manchester, NH 03106-1045.

Sexual Misconduct and Harassment

The university, in compliance with the spirit of various federal and state laws (e.g., Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, title VII of the Civil Rights Act of 1964, and other similar state and federal statutes and regulations), adopts the policy and fosters an environment where no individual may threaten the health, safety and welfare of a member of the university community; or any person on university property; or at a university sponsored or supervised activity, through the commission of a sexual assault, engaging in sexual harassment, discrimination, battery, and/or misconduct, including acquaintance rape.

Where there is reasonable cause to believe that a member of the university community has violated regulations prohibiting sexual misconduct, disciplinary action will be pursued by the university. Disciplinary action will be taken whether the conduct occurs on or off the campus. If you are involved in a sexual assault, you will find confidential crisis intervention and counseling services through the Wellness Center. In addition, the university will make reasonable accommodations to change the living and/or academic situation on a case by case basis. If you are a victim of an assault and wish to report it and to have the matter prosecuted, the Office of Public Safety will assist you in bringing the case to the attention of the local police.

You may also submit a complaint through the university disciplinary system, in addition to or in place of, criminal prosecution or civil action. As members of the university community, we are all responsible for creating a safe environment. University students are encouraged to report to the police, public safety and a university administrator all occurrences of sexual assault. Professional staff members in the office of the dean of student affairs, residential life, student counseling, the Wellness Center, and public safety are among those who are available to assist students who are victims of sexual assault.

Student Academic Complaint

Purpose of Policy

The purpose of the Student Academic Complaint policy is to provide students with an avenue to seek help or resolution when they feel that academic courses or services have failed to meet reasonable expectations. Examples might include complaints about the design or delivery of a course or about the behavior of an instructor or staff member.

Process

Students are encouraged to address their concerns first with their instructors or their advisors. If the issue cannot be resolved at that level, students who wish to file academic complaints must complete the [Student Concern Dispute Form](#). The form asks for a description of the students' complaint and the resolution sought. Upon receipt of the form, a Dispute Resolution Specialist will review and research the concern to determine a fair resolution in consultation with the appropriate academic dean. Every effort will be made to resolve the issue in a timely manner, and students will be contacted during the process so that they know their complaints are under consideration. While complaints are being

reviewed, students should continue to participate in their courses unless instructed otherwise by the Dispute Resolution Specialist.

Student Code of Conduct

Academic Honesty

Standards of Academic Honesty

As an academic community committed to fostering an ethical and intellectual environment, Southern New Hampshire University holds its students to these standards of academic honesty: The University expects that all aspects of a student's educational pursuit are conducted with the highest degree of honesty, accountability for one's own work, and respect for the intellectual property of others. Violations of these academic standards, such as plagiarism and cheating, constitute serious offenses and will result in sanctions. This policy defines the standards of honesty that students and members of the academic community are expected to follow. In addition, it describes procedures for handling allegations of misconduct and the sanctions that may result from violations.

Academic Honesty Definitions

The violation of the University's Standards of Academic Honesty constitutes a serious offense. Violations include, but are not limited to, the major categories of academic dishonesty, as defined below:

Cheating. Cheating is the act of deceiving, which includes such acts as receiving or communicating information from another during an examination; looking at another's examination (during the exam); using notes during examinations when prohibited; using electronic equipment to receive or communicate information during examinations; using any unauthorized electronic equipment during examinations; obtaining information about the questions or answers for an examination prior to the administering of the examination; or whatever else is deemed contrary to the rules of fairness, including special rules designated by the professor in the course.

Plagiarism. Plagiarism is the representation of someone else's ideas or words as one's own without crediting the source. It is the use, whether by paraphrase or direct quotation, of the published or unpublished work of another without full and clear acknowledgment through proper citation format. The submission of an assignment or parts of an assignment written by someone other than the student, including but not limited to, other students, commercial organizations, and electronic sources constitutes plagiarism.

Misrepresentation. Misrepresentation is having another student or individual substitute for oneself during the taking of a quiz or examination or for the completion of a course.

Unauthorized Collaboration. Unauthorized collaboration is the sharing of quiz or examination questions or answers with another student without the instructor's permission. Unauthorized collaboration includes copying another student's homework without the instructor's permission or allowing another student to copy one's work. It also includes group collaboration on individual assignments without the instructor's permission.

Dishonesty in Papers. Dishonesty in papers entails using a writing service or having someone else write a paper for you. All work submitted for a course must be the student's own original work unless the sources are cited.

Alteration or Fabrication of Data. Alteration or fabrication of data refers to the submission of data not obtained by the student during the course of research or the deceitful alteration of data obtained by the student during the course of research.

Duplicate Work (Work Done for One Course and Submitted to Another). Work done for one course and submitted to another refers to work previously submitted at this or any other institution to fulfill academic requirements in another class, to include repeated classes. Slightly altered work that has been resubmitted is also considered to be fraudulent. In some instances instructors may allow a certain

amount of work from a prior course to be repurposed; students who wish to do this must seek express approval from the instructor in advance. Under no circumstances will a complaint be considered if resubmitted work earns a different grade from the original submission.

Other Academic Misconduct. Other academic misconduct includes, but is not limited to, stealing quizzes or examinations; altering academic records, including grades; sabotaging the work of another student; distributing materials for the purpose of cheating; altering, forging, or misusing University-related documents; intentionally reporting a false violation of academic integrity; and offering a bribe to any University member in exchange for special consideration or favors.

Academic Honesty Policy Awareness

All members of the COCE community have a responsibility to acquaint themselves with the Academic Honesty Policy. Faculty and appropriate staff are asked to join in educating students about academic honesty; and students are expected to acquaint themselves with the Policy.

Faculty. Instructors should familiarize themselves with COCE's policy on academic honesty and also make the policy clear in their syllabi. Faculty should discuss their own expectations regarding academic honesty on discussion boards or in announcements, as it applies to specific features of a course. Instructors are encouraged to incorporate these into their course assignments and/or course conditions that minimize the chance for violation of the Policy.

Students. Students are expected to acquaint themselves with COCE's Academic Honesty Policy, especially the Definitions of Violations of Academic Honesty (above), as well as the ramifications resulting from violations of academic honesty. Students should familiarize themselves with the syllabi of individual courses, which contain more specific guidelines for collaboration, acknowledgement of source information, required methods of citation and appropriateness of assistance. Students must seek clarification from instructors on any aspect of a course or the Academic Honesty Policy about which they have questions or confusion. Finally, students should remind fellow students about the requirements for academic honesty.

Academic Honesty and Process for Violation

General Provisions

The process for violations applies to students enrolled in COCE College of Online and Continuing Education, except for Nursing students who should refer to the [Nursing Student Handbook](#). The policy covers all academic conduct, including submitted drafts; final coursework; research; comprehensive examinations; and the preparation of theses or dissertations. Responses to violations of the Academic Honesty Policy are initiated by the course instructor or any individual or committee with responsibility for a class, project or activity. Other University employees, should they suspect a violation of the Policy, are expected to bring the suspected dishonesty to the attention of the responsible instructor, individual or committee.

Process for Violation of Policy

Step 1. When the instructor becomes aware of a possible violation of academic honesty, and before imposing a penalty, the instructor must, as soon as possible, but no later than five (5) business days after the suspected occurrence, notify the student, in writing, via an email to the student's University email address, of the suspicion of dishonesty and allow the student an opportunity to informally discuss the situation with him or her.

- The instructor will notify the student via University email.
- The notification must instruct the student to respond to the instructor within five (5) business days from the date of the notification email.
- If unsure of the Academic Honesty Policy or in need of help and guidance, the instructor is encouraged to consult with the Student Conduct Manager at coceconduct@snhu.edu and the student with his or her advisor.

Filing an Academic Dishonesty Complaint Form

Step 2. During the instructor's discussion with the student of the suspected violation of academic honesty,

- a. If the instructor determines that the violation was an unintended mistake rather than a purposeful act of dishonesty, then the instructor may use the occasion to help educate the student about standards of academic honesty. For example, the instructor might require the student to correct the original assignment or submit a substitute assignment.
- b. If the instructor decides to penalize the student by assigning a lower or failing grade, the instructor must complete and submit the [COCE Student Conduct/Academic Honesty Concern Form](#). Submitting this form serves to notify the Student Conduct Manager of the charge of violation of academic honesty and provides the university a means for checking for repeat offenses.

Step 3. If the complaint is substantiated, the Student Conduct Manager notifies the student of the charge via an email to the student's university email account within five (5) business days of the submission date of the [COCE Student Conduct/Academic Honesty Concern Form](#). The email provides the student with the Academic Honesty Policy and informs him or her of her right to appeal. If the student does not respond to the Student Conduct Manager within five (5) business days of the notification email, or if the student does not wish to appeal the charge, the original finding of the instructor is considered final.

Step 4. When a student is found to have violated the Academic Honesty Policy, the university may sanction the student by making a change to the student's disciplinary standing. This categorization represents a progression in which punitive measures increase as the severity or frequency of a behavior increases. A student's disciplinary standing may range from warning to dismissal. Students are considered as being removed from "good standing" at the level of University Probation. In egregious cases, the sanction may result in immediate suspension or dismissal without a previous sanction of warning, reprimand, or probation.

- **Disciplinary Warning.** A warning consists of notification that the student has violated the university community standards and advises that repetition will result in a more severe sanction.
- **Disciplinary Reprimand.** A formal reprimand is the first level of disciplinary sanction beyond a warning.
- **University Disciplinary Probation.** This sanction is the most serious warning for violation of university regulations prior to suspension and places limits on the student's good standing with the university. Students on university probation may be limited in their ability to attend university programs. If the student is found responsible for violating any university policy during the period of probation, the student may be subject to additional sanctions.
- **University Disciplinary Suspension.** Suspension means that the student is dismissed from the university for a given period of time with an opportunity for readmission. If suspended from the university, the student will be persona non grata on all university facilities, online environments, and from all university functions for the period of his/her suspension.
- **University Disciplinary Dismissal.** If a student is dismissed from the university he or she is permanently dismissed from the university without the opportunity for readmission. If dismissed from the university, the student will be persona non grata on all university facilities, online environments, and from all university functions.

Appealing the Violation of the Academic Honesty Policy

Step 5. If the student denies the allegation and wishes to appeal the charge of violation of academic honesty, then no later than five (5) business days after the date of the Student Conduct Manager's notification email, the student may submit an Appeal for Hearing to the Student Conduct Manager at cocappeals@snhu.edu.

Step 6. Upon receipt of the email requesting an Appeal for Hearing, but no later than ten (10) business days after the date that the Appeal was submitted, the Student Conduct Manager will convene the Academic Honesty Committee.

The Academic Honesty Committee

The Academic Honesty Committee (the “Committee”) comprises three disinterested voting members: an assistant or associate dean; an academic advisor administrator and a senior instructor or another assistant dean; and one non-voting member, the Student Conduct Manager. The Student Conduct Manager records the proceedings and maintains a confidential record.

- The Appeal will be decided by a majority vote and based on a preponderance of evidence.
- The meeting is held via conference phone call. Those attending via conference phone call, in addition to the committee members, include the student and the instructor or assistant or associate dean acting in the instructor’s stead. The student may be accompanied by a personal advisor. Without consent of the committee, a personal advisor may not address the committee directly and under no circumstances may an advisor be an attorney or an employee of one.
- If the student does not attend, the student’s appeal is considered withdrawn and the original finding of the instructor is considered final.
 - a. If the Committee finds in favor of the student, the instructor (or assistant or associate dean if the instructor is not available) must compute the student’s grade(s) as if the suspicion of dishonesty were never raised. Formal charges are removed from the student’s permanent record.
 - b. If the Committee finds that the allegations of dishonesty were substantiated, the Committee will uphold the instructor’s penalty and disciplinary standing and inform the student. The formal charge and ruling will be part of the student’s permanent record.
 - c. In the case of multiple offenses, the panel may levy a greater penalty.

Further Appeal Options

Step 7. The decisions of the Committee are final and may not be appealed, except on the basis that a violation of the hearing rules has occurred. In cases where the student or instructor believes that a violation of the rules of the Academic Honesty Committee process has occurred to the detriment of the student, then within five (5) business days after the Committee’s ruling, either the student or the instructor may appeal in writing to the COCE Chief Academic Officer (or his or her designee) at coceconduct@snhu.edu. The appeal must describe in detail the purported violation of the process.

Copyright

SNHU requires all members of the University community to comply with all state and federal laws including copyright laws. The students, faculty and staff at SNHU have access to the fundamentals of copyright law and SNHU’s guidelines for educational use of copyright materials at [SNHU policies and resources concerning U.S. Copyright Law](#) and the [U.S. Copyright Office’s Home Page](#).

Allegations of copyright infringement by SNHU users that comply with the Digital Millennium Copyright Act, Title II, Section 512 (c) (3) (“DCMA”) will be investigated. The University’s designated DCMA agent will notify the Provost and Vice President of Academic Affairs of all valid notification of claimed copyright infringement received by SNHU for appropriate action. If SNHU determines that any users have infringed copyrights of others on a repeat basis, the offending user’s access to online services may be terminated. SNHU reserves the right to choose how to address or respond to any allegation of copyright infringement received including, without limitation, the choice of any defense under applicable law.

Notification of Claimed Infringement under the Digital Millennium Copyright Act: If any owners of copyrights believe SNHU’s users are infringing copyright protected work, they may send a notice to SNHU’s designated agent at:

Kathryn Growney, Dean of the University Library
Southern New Hampshire University
2500 North River Road
Manchester, NH 03106 603.626.9100
k.growney@snhu.edu

Notification of claimed infringement must contain the information required by and otherwise comply with the Digital Millennium Copyright Act, Title II, Section 512(c).

Using SNHU's Copyright Protected Materials

As a general rule, you may print, reproduce, and use the information in, and retrieve files containing publications or images from, only those WWW documents to which SNHU expressly grants permission or license, provided: (1) the use is for non-commercial, personal, or educational purposes only, (2) you do not modify any information or image, and (3) you include any copyright notice originally provided in the materials. If a particular author places further restrictions on the material, you must honor those restrictions. In some instances, specific information contents may be copyrighted by others. By using any of this material, you assume all risks of copyright infringement and related liability.

Using SNHU Logos, Trademarks and Licensed Graphics, and Web Templates

All standard graphics, photographs, and text of the SNHU Home Page and connected pages displaying the SNHU logos and logotype are copyrighted and trademarked by SNHU. Redistribution or commercial use is prohibited without express written permission.

Copyright Guidelines

Guide to Online Use of Published Material in SNHU Courses

The following is a guide prepared by the Shapiro Library for the use of published material in support of SNHU courses through a learning management system. This is intended for educational purposes only and does not constitute legal advice or SNHU policy. SNHU employees are responsible for adhering to U.S. copyright law and applicable SNHU policies.

Some material is not protected by U.S. copyright law. Material that is in the Public Domain can be posted without copyright clearance or further Fair Use analysis. This applies mostly to older material (in general 1923 or older) that was published in the U.S. A convenient tool to use when trying to determine if something is in the Public Domain is the Copyright Digital Slider at <http://librarycopyright.net/resources/digitalslider/>. Additionally, government documents created by an officer or employee of the U.S. Government as part of that person's official duties are not protected by copyright law. Material published in an open format, such as under a Creative Commons license (<http://creativecommons.org/licenses/>), may also be used in accordance with the license.

Providing students with links to material available on the Internet or in library databases is not the creation of a copy and may be done unless there are specific licensing agreements in place prohibiting linking (Harvard Business Review articles are a notable instance in which licensing prohibits linking). Linking to illegally created material that infringes on copyrights can, however, be considered contributory copyright infringement and should be avoided.

Fair Use allows for the copying of copyrighted material in certain circumstances based on the balancing of several factors:

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

Under Fair Use it is generally permissible to post:

- One chapter from a book with more than 10 chapters, or 10% of a book with fewer than 10 chapters;
- One article from an issue of a periodical or newspaper;
- A short story or short essay (less than 2,500 words) or short poem (less than 250 words);
- A chart, graph, diagram, drawing, cartoon or picture from a book, periodical, or newspaper.

If you wish to use a portion of a copyrighted work in excess of the limitations listed above, you may do so under Fair Use; provided, there is not a reasonable method for obtaining copyright clearance AND the amount duplicated does not constitute a replacement for purchasing the original work. Otherwise, copyright clearance is required.

Making Copies

- When using an excerpt the portion of the material used should not be “the heart of the work.”
- Access to the material must be limited to students enrolled in the course and must not persist beyond the end of the course.
- Students must be reminded of the limitations of the U.S. Copyright Law and must be expressly told that policy prohibits re-distribution of copied material.
- Copied material “must fill a demonstrated, legitimate purpose in the course curriculum” and be narrowly tailored to accomplish it.
- The duplication of works that are consumed in the classroom, such as standardized tests, exercises, and workbooks, normally requires copyright clearance.
- It is permissible to use the same materials from semester to semester without seeking copyright clearance.
- Materials purchased on an individual basis, such as case studies, cannot be posted without copyright clearance.
- Material borrowed through interlibrary loan cannot be posted without copyright clearance.

Clearance can be obtained through vendors such as the [Copyright Clearance Center](#).

If you have questions regarding the copyright status of a particular work, please contact your [library liaison](#).

For more information on Copyright, please visit the library’s [copyright guide](#).

Disciplinary Dismissal

If a student is dismissed from SNHU for disciplinary reasons, he/she is permanently dismissed from the university without opportunity for readmission and the student will not be allowed on campus at any time.

Disciplinary Suspension

Southern New Hampshire University reserves the right to suspend any student for disciplinary reasons. Suspension means that the student is dismissed from Southern New Hampshire University for a given period, with an opportunity for readmission. This sanction may only be imposed by the Dean of Students or designee after a hearing. If suspended from the university, the student will be persona non grata on all university facilities and from all university functions for the period of his/her suspension. This information will be used in evaluating re-admission.

File Sharing

Introduction

H.R 4137, the Higher Education Opportunity Act (HEOA), is a reauthorization of the Higher Education Act. It includes provisions that are designed to reduce the illegal uploading and downloading of copyrighted works through peer-to-peer (P2P) file sharing. These provisions include requirements that:

- Institutions make an annual disclosure informing students that the illegal distribution of copyrighted materials may subject them to criminal and civil penalties and details the steps institutions will take to detect and punish illegal distribution of copyrighted materials.
- Institutions certify to the Secretary of Education that they have developed written plans to “effectively combat” the unauthorized distribution of copyrighted material.
- Institutions, “to the extent practicable,” offer alternatives to illegal file sharing.
- Institutions identify procedures for periodically reviewing the effectiveness of the plans to combat the unauthorized distribution of copyrighted materials.

Annual Disclosure

Consistent with our educational principles, we view education as the most important element in combating illegal sharing of copyrighted materials at SNHU. We use a wide variety of methods to inform our community about the law and SNHU’s response to copyright infringement claims:

1. In order to use University computing resources, all members of the SNHU community endorse a Network Acceptable Use Policy that includes a section on copyright compliance and a File Sharing Policy that specifically addresses the University’s position on copyright laws and file sharing.
2. Posters are periodically mounted in student computer labs and elsewhere to discourage illegal file sharing.
3. Every fall we send an email to all students regarding illegal distribution of copyrighted materials.
4. SNHU’s Computing Resources staff periodically brief members of the Student Senate about copyright, illegal file sharing, and related issues.
5. SNHU’s policies and procedures concerning the Digital Millennium Copyright Act and our response to infringement claims are published on the University web site.
6. Each year, the Office of Student Affairs sends out a memo to all students on copyright laws and campus policies related to violating copyright laws.

Plans to "Effectively Combat" the Unauthorized Distribution of Copyrighted Material

Southern New Hampshire University employs multiple technology-based deterrents to combat the unauthorized distribution of copyrighted materials. SNHU's Packeteer enables bandwidth-shaping technology to both block network access to known sites/services employed in the unauthorized distribution of copyrighted materials as well as restricting the available bandwidth to P2P applications. SNHU also utilizes an Intrusion Detection & Prevention (IDP) system to block a defined list of P2P file sharing services. SNHU responds promptly to legitimate notices or letters of illegal copyright infringement based on the requirements of the Digital Millennium Copyright Act and sent to our DMCA agent address.

Alternatives to Illegal File Sharing

There are many legal sources for copyrighted material such as music and movies. They have a wide range of business models; some are free and some charge a nominal fee. The Motion Picture Association of America maintains an up-to-date and comprehensive list of legal sources. In addition, Educause maintains a comprehensive list of Legal Downloading Resources. Members of the SNHU community are encouraged to take advantage of these legitimate sources of digital content.

Reviewing Effectiveness

Beginning in 2011-2012 and periodically thereafter, SNHU will survey community members to assess the extent to which our anti-piracy messages are reaching them. We will analyze the impact of our technical efforts to combat illegal file sharing, and other aspects of our plan to combat the unauthorized distribution of copyrighted materials.

Network Acceptable Use

Southern New Hampshire University encourages the use and application of information technologies to support research, instruction and student needs. Users of Southern New Hampshire University equipment, software and computer accounts are expected to follow acceptable standards of ethics and conduct in their use of computing resources. All Southern New Hampshire University faculty, students and staff should be aware of the following acceptable use policy requirements, which augment the existing Narnet and NSF acceptable use policies.

Definition: The Southern New Hampshire University network (SNHUnet) includes all computer and communication hardware, software and accounts owned by Southern New Hampshire University.

1. Every computer account issued by Southern New Hampshire University remains the property of Southern New Hampshire University. The person to whom the account is issued is responsible for the account and its use. This responsibility continues until the person is no longer a student or employee of Southern New Hampshire University, at which time all rights and responsibilities regarding the account are terminated. The individual must keep the account secure by keeping the password secret, by changing the password often and by reporting to the Department of Computing Resources when anyone else is using the account without permission. Using another person's account or allowing someone else to use an account makes both parties potentially liable to disciplinary action.
2. The use of SNHUnet is prohibited for:
 - illegal purposes;
 - transmitting threatening, obscene or harassing materials;
 - interfering with or disrupting network users, services or equipment (disruptions include, but are not limited to, distribution of unsolicited advertising, propagation of computer viruses and using the network to make unauthorized entry to any other computers accessible via the network);
 - profit-making from the selling of services and/or the sale of network access;
 - excessive private or personal business.
3. The following activities are specifically prohibited:
 - tampering with Southern New Hampshire University-owned computer or communication hardware and software;
 - defining and/or changing IP addresses on any machine;
 - intercepting or attempting to intercept e-mail and file transfers;
 - originating or attempting to originate mail from someone else;

- attempting to log on to computers without an account (other than using guest or anonymous accounts).
4. Data within computer accounts issued by Southern New Hampshire University are private. Access to data within computer accounts issued by Southern New Hampshire University without written permission of the owner is prohibited. However, if there is probable cause to believe such data files or programs contain information relevant to a Southern New Hampshire University business requirement or legal proceeding, a person other than the authorized user may examine such data files or programs. Permission for such access would be granted by Southern New Hampshire University's Vice President of Operations. Access to accounts and/or data by the Department of Computing Resources for routine computer systems maintenance work is permitted.
 5. Backup copies of all data in Southern New Hampshire University computer accounts are made routinely to protect against loss of data. No exceptions can be granted.
 6. Requests to waive some policies will be reviewed by the Director of the Department of Computing Resources on an individual basis. Under no circumstances will a waiver be granted that violates state, local or other laws.
 7. Confirmed misuse of Southern New Hampshire University's computing resources may result in one or more of the following punitive measures:
 - loss of access to computer resources
 - required repayment of funds expended in unauthorized use
 - expulsion from the university
 - termination of employment
 - legal action.

The prohibited uses as defined above may also violate state and federal law; thus criminal penalties may also apply.

Online Course Etiquette

All students are expected to adhere to strict course etiquette policies when working in the online environment. Due to the open nature of the discussion forums, students are expected to post professional, relevant responses that are suitable to an academic environment. Since any number of sensitive topics may be discussed, students must maintain an open mind while reading their peers' postings. Students are required to be mindful of and respectful toward the person receiving any communication. Any comments deemed disruptive to the learning environment may be permanently deleted and may result in disciplinary action (minor or major).

Online Services

Students can search for classes, register online, print course schedules, view mid-term and final grades, submit address or phone number changes, drop or add classes and much more with my.SNHU. Students gain access to my.SNHU by visiting my.snhu.edu, and using their assigned login ID and password. Complete instructions are available online for all students.

Personal Computer Software

Southern New Hampshire University licenses the use of computer software from a variety of outside companies. Southern New Hampshire University does not own this software or its related documentation and, unless authorized by the software developer, does not have the right to reproduce it.

Southern New Hampshire University students learning of any misuse of software or related documentation within the university shall notify Southern New Hampshire University's Department of Computing Resources.

According to the U.S. Copyright Law, persons involved in the illegal reproduction of software can be subject to civil damages of as much as \$50,000 and criminal penalties, including fines and imprisonment. Southern New Hampshire University does not condone the illegal duplication of software. Southern New Hampshire University students who make, acquire or use unauthorized copies of computer software shall be disciplined as appropriate under the circumstances. Such discipline may include dismissal from the university.

Support Services

Harry A.B. and Gertrude C. Shapiro Library

The Harry A.B. and Gertrude C. Shapiro Library serves as the primary information resource center for students, faculty and staff at Southern New Hampshire University. Its mission is to promote successful academic careers and lifelong learning through the delivery of information and instruction using innovative services and technologies.

The library collections are developed to support the university's expanding curriculum at all levels. These collections contain more than 155,000 paper and electronic books; online access to theses and dissertations; access to the contents of 53,146 online journals; more than 139 proprietary databases; databases of streaming videos; as well as video games and gaming consoles. In addition, SNHU faculty and student research is now being collected online in the institutional repository, the SNHU Academic Archive.

The librarians constantly strive to expand the depth of the library's offerings and improve the ability of students and faculty to access its total complement of resources regardless of their geographic locations. This is facilitated by the Off-Campus Library Services (OCLS) which links the research needs of students enrolled through the College of Online and Continuing Education, cohort programs, and overseas campuses with the resources and services of the library.

A strong, dynamic bibliographic instruction/information literacy program provides orientation and training for students, faculty and staff. Librarians design appropriate library instruction sessions, electronic information tools and online tutorials. Emphasis is placed on research strategies, database searching and engaging online resources. Classes are held in the library training facility and at SNHU Centers and other cohort locations and may be introductory or tailored to specific subjects and disciplines.

Over the summer of 2014, Shapiro Library will be moving into the brand new Library Learning Commons building. In addition to housing our print collections, this new building will have technology enhanced study rooms, an IT Help Desk, The Learning Center, a digital production suite, a café and the Center for Teaching and Learning. In addition, there will be two Library Instruction Rooms, sixty-two computer workstations, 3D printers, 3D scanners and a large format printer.

The library's online gateway can be accessed from the university's portal at my.snhu.edu.

English as a Second Language Program

The English as a Second Language (ESL) Program, more formally known as the Intensive English Program (IEP), is a full-time program with eighteen hours of language instruction and guidance per week. Students are tested and assigned to one of six levels of instruction. Typically, completion of one level of instruction requires two terms/one semester. At the end of each semester, students are given the TOEFL exam, along with other tests, and are evaluated as to their progress and readiness for movement to a higher level of ESL instruction or for undergraduate/graduate coursework. Mandatory individual student-teacher conferences are scheduled at mid-semester as well as at the end of each semester. ESL students can earn three credits per semester (with a maximum of six credits), but for graduate students this credit is added onto the degree requirements.

The goal of the IEP is to equip international students with the linguistic, academic and cultural skills that will enable them to successfully enter and complete academic programs at Southern New Hampshire University or other

colleges and universities in the United States. Specially trained and experienced faculty employ a variety of proven instructional methods to meet individual student needs and curricular goals, which include the development of academic skills and language skills (listening, speaking, reading, writing, grammatical accuracy and cultural awareness). Small class size (limited to twelve students) and placement in appropriate levels ensure individualized learning. Computer-assisted instruction provided in a modern language lab complements classroom instruction. Advanced level students may be permitted to take courses for degree credit in the School of Professional and Continuing Education.

Field trips and access to community resources address students' academic, career, and personal development needs. The faculty believes that the uniqueness of its program lies in the emphasis on close teacher-student relationships and structured interaction with professionals who live and work in the Manchester community.

For more specific information on the skills developed within each level, refer to the ESL heading in the course description section of this catalog.

Requirements for Completion

It is difficult to predict how many semesters a student will need to acquire fluency, to meet the English proficiency requirements of Southern New Hampshire University, or to pass the TOEFL exam. Students at the lowest levels must recognize that they may require up to three full semesters or more before undertaking a full-time degree program.

Admissions Procedures

Admission to the ESL Program is open to anyone 17 years of age or older who has completed secondary school and who has already acquired some English proficiency (approximately 350 on the paper-based TOEFL [PBT], 63 on the computer-based TOEFL [CBT], or 20 on the Internet-based TOEFL [IBT]). Applicants must complete an application and international applicants must also give evidence of financial support. New students apply to the ESL Program through the Office of International Admissions; returning students are registered by the ILE Office. Admission to the ESL Program does not constitute admission to a degree program at Southern New Hampshire University.

Office of Disability Services

The Office of Disability Services coordinates accommodations and services for students with documented disabilities. The office's Disability Specialists work closely with faculty, staff and the ADA/504 Compliance Committee to ensure that reasonable accommodations are made to provide program and facilities access to individuals with disabilities. For more information go to www.snhu.edu/603.asp.

Services to Students With Disabilities

1. Section 504 Compliance and ADA Compliance

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in any program or activity receiving federal assistance. Southern New Hampshire University intends to comply fully with Section 504 and with the Americans with Disabilities Act (ADA) as amended. Southern New Hampshire University's ADA/504 policy is coordinated by the ADA/504 Compliance Committee, which endeavors to ensure that reasonable accommodations are made to provide program and physical access.

2. Self-Identification and Documentation of Disabilities

The university makes no pre-admission inquiry about an applicant's disability. We recognize that to disclose any disability is a personal choice that every applicant may exercise. We respect that choice; however, we encourage applicants with disabilities to self-disclose to the Office of Disability Services. It is only through self-disclosure that informed decisions can be made by the applicant regarding the suitability of Southern New Hampshire University.

This information is also useful after the student is enrolled to access appropriate services. Accommodations can be made only after the student provides complete documentation to the Office of Disability Services. Documentation guidelines are available from the Office of Disability Services or online at www.snhu.edu/1347.asp.

3. Academic Responsibility

While personal services and personal aides cannot be provided, reasonable accommodations will be provided to students with disabilities based on documentation and an intake interview between the student and the appropriate Disability Specialist. Such accommodations may include priority registration, auxiliary technology and other reasonable classroom and examination accommodations. In all instances, the classroom instructor is responsible for facilitating the learning and examination process (with assistance and advice from the Office of Disability Services).

4. Grievance Procedure

Southern New Hampshire University has adopted an internal grievance procedure that provides for prompt and equitable resolution of complaints regarding any action prohibited by the Americans with Disabilities Act (ADA), as amended, and by Department of Education regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794). Section 504 states, in part, that “no otherwise qualified handicapped individual ... shall solely by reason of his handicap be excluded from the participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance...”

Complaints should be addressed to:

ADA/504 Compliance Officer
c/o Wellness Center
Southern New Hampshire University
2500 N. River Road
Manchester, NH 03106-1045
603.645.9623 or Fax 603.546.9717

Grievance Procedure Steps

1. The university encourages the informal resolution of concerns and will assist any individual with that process. The university is also committed to the prompt investigation and resolution of concerns pertaining to the civil rights of individuals attending the university, employed by the university or participating in university functions, of which it is aware regardless of the filing of an actual complaint. If an individual is dissatisfied with that resolution attempt or wishes to forego an informal resolution, an individual may follow the more formal process below.
2. A complaint must be filed in writing, contain the name and address of the person filing it and describe the alleged violations of the regulations with specific factual information. The Compliance Officer will provide assistance to any person whose disability interferes with filing a grievance in writing.
3. A complaint must be filed within 30 working days of the alleged violation.
4. The ADA/504 Compliance Officer or his or her designee will conduct an investigation, as may be appropriate, following the filing of a complaint. These rules contemplate informal but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.
5. The ADA/504 Compliance Officer will issue a written determination as to the validity of the complaint and a description of the resolution, if any, and forward a copy to the complainant no later than 20 working days after the complaint is received.
6. The ADA/504 Compliance Officer will maintain the files and records of Southern New Hampshire University relating to the complaints filed.

7. The complainant can request a reconsideration of the case in instances where he or she is dissatisfied with the resolution. The request for reconsideration should be made within 10 working days to the ADA/504 Compliance Committee, which will involve other university officials as deemed necessary. The ADA/504 Compliance Committee will render a final decision within 20 working days of receipt of the complainant's request for reconsideration.

These rules will be construed to protect the substantive rights of interested persons, meet the appropriate due process standards and ensure that Southern New Hampshire University complies with the ADA, as amended, and Section 504 and their implementing regulations. Any of the above time frames for the university may be extended if the university determines there are extenuating circumstances. Examples of extenuating circumstances include university holidays and vacations, witness unavailability and circumstances outside the control of the university. Under such circumstances, the ADA/504 Compliance Officer will notify the complainant in writing as to the delay and a projected date for resolution.

Community Center

SNHUconnect

SNHUconnect is a private, online community that serves SNHU students. It offers a place for students to meet fellow online students outside of the classroom, talk about what matters, ask questions, collaborate on projects and help each other out. Because SNHUconnect is private, students own and may delete their comments. Their comments are not posted to the external internet as with other social sites.

SNHUconnect is accessed from mySNHU and also offers a mobile app. Users may search for people, groups, or tags that are of interest. A SNHU's community manager is readily available for questions or guidance while inside of SNHUconnect.

SNHUconnect looks forward to further developing this community to meet the needs of SNHU students.

SNHU Career

We measure our success by the success of our students.

SNHU Career supports the student in meeting and exceeding career goals. SNHU Career is a leading edge provider of career services, helping students develop into networked, confident, and employable graduates.

The career resources site, located in mySNHU, has been organized to help during all career stages, whether engaging in career exploration or ready for that first interview. We encourage you to browse the various pages of the site. Be sure to reach out to a Career Advisor so that we can help you map out your personal career plan.

Program Contact Information

Nursing and Healthcare Programs

Executive Director: Dr. Sherrie Palmieri
603.314.7870
s.palmieri@snhu.edu

The COCE Healthcare programs academic team supports our online and center students who are pursuing healthcare programs including MS Nursing, BS Nursing, BS Healthcare Management, BS Health Information Management, and BS Health Promotion.

Graduate Business Programs

Executive Director: Dr. Bruce Stetar
603.314.7543
b.stetar@snhu.edu

The COCE graduate business programs academic team supports our online and center business students who are pursuing business programs including the International MBA, MBA, MS Accounting, MS Finance, MS Applied Economics, MS Human Resource Management, MS Management, MS Marketing, MS Operations and Project Management, MS Organizational Leadership, and MS Sports Management.

Undergraduate Business Programs

Executive Director: Dr. Joseph Cappa
603.314.7530
j.cappa@snhu.edu

The COCE undergraduate business programs academic team supports our online and center business students who are pursuing business programs including AS Accounting, AS Business Administration, AS Fashion Merchandising, AS Marketing, BA Public Administration, BS Management program, BS Social Entrepreneurship, BS Accounting, BS Accounting Finance, BS Accounting Information Systems, BA Advertising, BS Business Administration, BS Business Studies, BS Fashion Merchandising Management, BS Finance Economics, BS International Business, BS Marketing, BS Operations and Project Management, BS Retail Management, BS Sports Management, BS Business Management and BS Technical Management.

Science, Technology, Engineering and Mathematics Programs

Executive Director: Dr. Gwendolyn Britton
603.314.7529
g.britton@snhu.edu

The COCE STEM programs academic team supports our online and center STEM students who are pursuing STEM programs including MS Data Analytics, MS Information Technology, AS Information Technologies, BA/BS Information Technologies, BA/BS Game Design and Development, BA Mathematics, BS Environmental Science and BS Data Analytics.

Liberal Art Programs

Interim Executive Director and Associate Dean: Anthony Siciliano

603.314.7909

a.siciliano@snhu.edu

The COCE Liberal Arts academic team supports our online and center students who are pursuing graduate and undergraduate degrees in liberal arts programs including the MA Communication, MA English, MA English & Creative Writing, MA History, MS Political Science, BA Communication, BA Creative Writing and English, BA English Language and Literature, BA Graphic Design and Media Arts, BA History, BA General Studies and BA Applied Political Science, as well as oversight for the COCE General Education program.

Education and Social Science Programs

Executive Director: Dr. Barbara Orr

603.314.1426

b.orr@snhu.edu

The COCE Social Sciences and Education academic team supports COCE online and center students who are pursuing graduate and undergraduate degree programs including the M.Ed. Curriculum & Instruction, M.Ed. Early Childhood Education, M.Ed. Education Leadership, M.Ed. Elementary Education, M.Ed. Reading & Writing Specialist, M.Ed. Special Education, M.Ed. Technology Integration Specialist, M.A.T. English, BA Elementary Education, BA Elementary Education/Special Education, BA Human Services, MS Higher Education Administration, MS Instructional Design and Technology, MS Justice Studies, MS Psychology, BA Elementary Education, BA Psychology, BA Sociology, BA Special Education, AS Criminal Justice, and BS Criminal Justice.

College of Online and Continuing Education Programs

Accounting Accelerated Track, B.S. to M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The M.S. in Accounting curriculum offers concentrated studies in accounting as preparation for academic qualifications required for becoming a Certified Public Accountant and for a broader-based study of management related to the application of accounting theory. The M.S. in Accounting requires a minimum of 12 and a maximum of 17 graduate courses (3 credits each) as determined by a student's undergraduate background in business and undergraduate major. Students with 6 or more college-level credits in the disciplines of mathematics, economics, and accounting are exempt from "Level I Courses." Other courses are eligible for exemptions or waivers if a student has an undergraduate major or concentration in accounting or accounting/finance. A list of courses, including those eligible for exemption (followed by an asterisk) or waivers, is presented below.

Accounting Accelerated B.S. Online Curriculum:

General Education Program: 45 credits

The General Education Program

Note: Required Courses may differ based on program.

Business Core: 30 credits

The Business Core

B.S. Accounting Major Courses: 15 credits

- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- ACC 309 - Intermediate Accounting III Minimum Credits: 3
- ACC 345 - Financial Statement Analysis/ Business Valuation Minimum Credits: 3
- ACC 405 - Advanced Accounting Minimum Credits: 3

Allied Courses: 3 credits

- BUS 307 - Business Law II Minimum Credits: 3

Accounting 4+1 Accelerated Track: 15 credits

- ACC 315 - Accounting Systems Applications Minimum Credits: 3
- ACC 322 - Governmental and Non-Profit Accounting Minimum Credits: 3
- ACC 411 - Auditing Principles Minimum Credits: 3
- ACC 550 - Cost Accounting Minimum Credits: 3
- ACC 680 - International Accounting Minimum Credits: 3

Free Electives: 12 credits

Total Undergraduate Credits: 120

Accounting Accelerated M.S. Online Curriculum:

Students must complete SNHU's BS in Accounting - Accelerated Track with a 2.75 GPA for admission to this degree

- ACC 550 - Cost Accounting Minimum Credits: 3
- ACC 680 - International Accounting Minimum Credits: 3
- ACC 646 - Intro to Forensic Accounting/Fraud Exam Minimum Credits: 3 *
- ACC 675 - Control/Audit of Accounting Info System Minimum Credits: 3
- ACC 695 - Seminar in Audit/Information Assurance Minimum Credits: 3
- ACC 700 - Seminar in Accounting Topics Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- INT 600 - Multinational Corporate Management Minimum Credits: 3 *
- TAX 650 - Federal Taxation of Individuals Minimum Credits: 3
- TAX 655 - Fed Income Tax of Corp & Partnerships Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3

Select one (1) of the following:

- ACC 660 - Controllership Minimum Credits: 3
- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3

Total Graduate Credits: 36**Total BS+MS Accounting Accelerated Track Completed Credits: 150***

Accounting and Information Systems, B.S.

Executive Director: Dr. Joseph Cappa**Associate Dean: Kimberly Blanchette**

The Accounting/Information Systems program is a blend of the accounting and information technology programs. The approach reflects the industry trend of hiring graduates with expertise in both areas. The rapid growth of management services in accounting firms, consulting companies and industries provides Southern New Hampshire University graduates with many opportunities for advancement.

Accounting/Information Systems students will obtain the skills required for the design and maintenance of financial accounting systems and will gain knowledge about general systems theory and management. Students will apply their classroom learning to real-world situations through a combination of exercises and actual work experiences. Internships are available.

Accounting/Information Systems Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 33 Credits

- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- ACC 309 - Intermediate Accounting III Minimum Credits: 3
- ACC 405 - Advanced Accounting Minimum Credits: 3
- ACC 411 - Auditing Principles Minimum Credits: 3
- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 315 - Object Oriented Analysis and Design Minimum Credits: 3
- IT 415 - Advanced Information Systems Design Minimum Credits: 3
- IT 420 - Advanced Information Systems Implementation Minimum Credits: 3

- IT - One Information Technology elective (as recommended by an advisor)

Free Electives: 12 Credits

Total Credits: 120

Accounting Certificate

Department Chair: David Doyon

Certificate Programs

Certificate programs are designed for those individuals who need basic skills for entry-level positions or for employees who want to be promoted or transferred within their organizations.

Required Courses

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 330 - Federal Taxation I Minimum Credits: 3
- ACC - Two ACC electives

Guidelines for Certificate Programs

Prior credits: Students may transfer credits from other accredited institutions for courses in which a minimum grade of “C-” was earned. Official transcripts should be submitted for analysis immediately after entering the certificate program.

Students also may receive credit for equivalent prior learning by means of “CLEP,” Southern New Hampshire University institutional tests or portfolio assessments. Students should consult an academic advisor for more details.

Note: Certificate candidates may use transfer or prior learning credit courses, but they must take four courses in residence at Southern New Hampshire University.

Prerequisites: Various certificate courses require preparatory background. IT 210 requires IT 100 Introduction to Information Technology or appropriate work experience with computers. When waived for certificate candidates with appropriate work experience, prerequisite courses still remain as requirements for degree candidates (but may be satisfied by transfer- or prior-credit awards).

Time limits: Most certificate programs are scheduled so that concentration courses can be completed within one year, but students are free to set their own paces.

Satisfactory performance: A student must maintain a minimum cumulative grade-point average of “C” (2.0 on a 4-point scale) to receive a certificate.

Certificate conferral: The student must complete a petition for a certificate in accordance with the following deadlines: by January 1 for an April, May or June conferral, by April 1 for a July, August or September conferral, by July 1 for an October, November or December conferral, by October 1 for a January, February or March conferral.

Credit earned: All credits earned in the certificate programs are recorded on students' transcripts and may be applied to degree programs.

Dual certificates: To receive another certificate, a student must take a minimum of four courses toward the second certificate.

Total Credits: 18

Accounting Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Demand for individuals with accounting expertise is on the rise in the business world. This Graduate Certificate is a first step toward a variety of professional certifications such as a Certified Public Accountant (CPA), Certified Internal Auditor (CIA) or Certified Management Accountant (CMA). Completion of the certificate may lead to new career opportunities in public and private accounting. All courses taken in the certificate program could be applied toward an M.S. in Accounting for those students who decide to continue their graduate education.

Courses required for the certificate-only option

- ACC 550 - Cost Accounting Minimum Credits: 3
- ACC 610 - Financial Reporting I Minimum Credits: 3
- ACC 620 - Financial Reporting II Minimum Credits: 3
- ACC 630 - Financial Reporting III Minimum Credits: 3
- ACC 640 - Auditing Minimum Credits: 3
- ACC 690 - Advanced Topics in Financial Reporting Minimum Credits: 3
- TAX 650 - Federal Taxation of Individuals Minimum Credits: 3

Total Credits: 21

Accounting Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a Minor in Accounting by successfully completing all of the following courses:

Required Courses

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3

Total Credits: 15

Accounting, A.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

Students pursuing Associate Degrees in Accounting will gain the fundamental skills needed for entry-level accounting positions in industry and government. Students acquire the basic knowledge needed to become professional accountants.

Accounting Curriculum - Associate of Science

- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- IT 100 - Introduction to Information Technology Minimum Credits: 3
- ECO 201 - Microeconomics Minimum Credits: 3
- ECO 202 - Macroeconomics Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3

Select one of the following:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3

Select one of the following:

The General Education Program - Fine Arts and Humanities (EFAH)

Major Courses: 27 Credits

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- ACC - One ACC elective

Free Electives: 9 Credits

Total Credits: 60

Accounting, B.S. (with concentration option)

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Accounting Program provides students with the educational prerequisites required for the certified public accountant examination, certified management accountant examination, certified internal auditor examination and a host of other professional titles related to accounting and taxation.

Accounting students will receive general instruction in business and a thorough education in all areas of accounting, finance and taxation. Students majoring in accounting will be able to specialize in either the financial or managerial fields of accounting. An internship also is available in this program. Students will be able to take additional electives to supplement their knowledge or to further specialize their educations.

Accounting Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Note: Students must take MAT 240; ECO 201; and ECO 202 as part of the General Education Requirement

Business Core: 30 Credits

The Business Core

Major Courses: 33 Credits

Students completing ACC 330 and ACC 331 may not take ACC 335 to satisfy an Accounting elective or a free elective

- ACC 207 - Cost Accounting Minimum Credits: 3
 - ACC 307 - Intermediate Accounting I Minimum Credits: 3
 - ACC 308 - Intermediate Accounting II Minimum Credits: 3
 - ACC 330 - Federal Taxation I Minimum Credits: 3
 - ACC 345 - Financial Statement Analysis/ Business Valuation Minimum Credits: 3
 - ACC 405 - Advanced Accounting Minimum Credits: 3
 - ACC 411 - Auditing Principles Minimum Credits: 3
 - BUS 307 - Business Law II Minimum Credits: 3
- Take three (3) ACC electives at the 300+ level

Concentration or Free Electives: 12 Credits

****Take concentration or free electives**

Forensic Accounting and Fraud Examination

- ACC 421 - Auditing and Forensic Accounting Minimum Credits: 3
- ACC 423 - Detection/Prevention Fraudulent Financial Statements Minimum Credits: 3
- ACC 425 - Interview Techniques/Legal Aspects Fraud Minimum Credits: 3
- ACC 427 - Investigating with Computers Minimum Credits: 3

Free Electives: 12 Credits

Total Credits: 120

Accounting, M.S. (with concentration option)

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The M.S. in Accounting curriculum offers concentrated studies in accounting as preparation for academic qualifications required for becoming a Certified Public Accountant and for a broader-based study of management related to the application of accounting theory. The M.S. in Accounting requires a minimum of 12 and a maximum of 17 graduate courses (3 credits each) as determined by a student's undergraduate background in business and undergraduate major. Students with 6 or more college-level credits in the disciplines of mathematics, economics, and accounting are exempt from "Level I Courses." Other courses are eligible for exemptions or waivers if a student has an undergraduate major or concentration in accounting or accounting/finance. A list of courses, including those eligible for exemption (followed by an asterisk) or waivers, is presented below.

Foundation Courses

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3 *
- MBA 502 - Economics for Business Minimum Credits: 3 *
- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3 *

Major Courses

- ACC 550 - Cost Accounting Minimum Credits: 3
If waived – replace with ACC 660 - Controllership
- ACC 610 - Financial Reporting I Minimum Credits: 3
If waived – replace with ACC 680 - International Accounting
- ACC 620 - Financial Reporting II Minimum Credits: 3
- ACC 630 - Financial Reporting III Minimum Credits: 3
- ACC 640 - Auditing Minimum Credits: 3
If waived – replace with ACC 646 - Intro to Forensic Accounting/Fraud Exam
- ACC 675 - Control/Audit of Accounting Info System Minimum Credits: 3
If waived – replace with a free elective
- ACC 690 - Advanced Topics in Financial Reporting Minimum Credits: 3
- ACC 700 - Seminar in Accounting Topics Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3 *

- TAX 650 - Federal Taxation of Individuals Minimum Credits: 3 *
- TAX 655 - Fed Income Tax of Corp & Partnerships Minimum Credits: 3
If waived – replace with TAX 665 - Estate and Gift Taxation

Allied Courses

- FIN 500 - Financial Management Minimum Credits: 3
If waived – replace with another FIN course
- INT 600 - Multinational Corporate Management Minimum Credits: 3
If waived – replace with another INT course
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
If waived – replace with another QSO course

Note(s):

This M.S. in Accounting meets the 150-credit-hour requirement adopted by most states for the Certified Public Accountant (CPA) exam, if the student already has a Business or Accounting undergraduate degree.

** Course is eligible for exemption*

Total Credits: 42

Concentrations: 9 credits

M.S. Accounting/Auditing – Required Concentration Courses

Replace ACC-700 in major courses with one of the following:

- ACC 645 - Advanced Auditing Minimum Credits: 3
- ACC 646 - Intro to Forensic Accounting/Fraud Exam Minimum Credits: 3
- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 695 - Seminar in Audit/Information Assurance Minimum Credits: 3

M.S. Accounting/Forensic Accounting – Required Concentration Courses

Replace ACC-675 in major courses with one of the following:

- ACC 646 - Intro to Forensic Accounting/Fraud Exam Minimum Credits: 3
- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3

M.S. Accounting/Taxation – Required Concentration Courses

- TAX 665 - Estate and Gift Taxation Minimum Credits: 3
- TAX 670 - Tax Research Methodology/Practice & Procedures Minimum Credits: 3
- TAX 700 - Special Topics in Taxation Minimum Credits: 3

Accounting/Finance, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Accounting/Finance degree offers students the course work they need to qualify for careers in the accounting or finance professions. The degree prepares graduates for meaningful employment in accounting, banking, corporate finance, insurance, investments and personal finance.

Accounting/Finance Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 30 Credits

- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- ECO 306 - Money and Banking Minimum Credits: 3
- FIN 330 - Corporate Finance Minimum Credits: 3
- FIN 336 - Multinational Corporate Finance Minimum Credits: 3
- FIN 340 - Fundamentals of Investments Minimum Credits: 3
- ACC - One 300+level Accounting elective
- FIN - One 300+level Finance elective
- ACC/FIN - One 300+level Accounting or Finance elective

Free Electives: 15 Credits

Total Credits: 120

Accounting/Finance, M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The M.S. in Accounting/Finance is an inter-disciplinary degree program intended to provide students with a blend of knowledge and skills required of career professionals in these highly complementary fields. The fourteen course program (beyond program prerequisites) requires a near equal mix of accounting and finance coursework and prepares students for management positions in a wide range of organizations which require a working knowledge of budget analysis, accounting theory, financial decision making, and corporate finance.

Foundation Courses

Courses are 3 credits unless otherwise indicated.

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3 *
- MBA 502 - Economics for Business Minimum Credits: 3 *
- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3 *

Required Courses

Accounting Core

- ACC 550 - Cost Accounting Minimum Credits: 3
If waived, replace with ACC 660 - Controllership
- ACC 610 - Financial Reporting I Minimum Credits: 3
If waived, replace with ACC 680 - International Accounting
- ACC 620 - Financial Reporting II Minimum Credits: 3
- ACC 630 - Financial Reporting III Minimum Credits: 3
- ACC 640 - Auditing Minimum Credits: 3
If waived, replace with ACC 646 - Intro to Forensic Accounting/Fraud Exam
- ACC 690 - Advanced Topics in Financial Reporting Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3 *
- TAX 660 - Tax Factors in Business Decisions Minimum Credits: 3

Finance Core

- FIN 500 - Financial Management Minimum Credits: 3
- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 620 - Money and Capital Markets Minimum Credits: 3
- FIN 630 - Capital Budgeting & Financing Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3
- FIN 660 - Creating Value: Merger/Acquisition Minimum Credits: 3

Note:

* Course is eligible for exemption

Total Credits: 42

Advertising, B.A.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

Southern New Hampshire University advertising graduates are prepared to work in the creative and management divisions of corporations and agencies in the United States and abroad. The advertising major at SNHU includes courses in marketing, advertising, communications, public relations, graphic design, and technology. The advertising industry is expected to grow 13 percent through 2014, according to the United States Bureau of Labor Statistics. SNHU

advertising graduates are prepared to enter the industry with a professional portfolio and a solid background in print, radio, television and web advertising. Students can tap into a large alumni network for help in their job searches.

Advertising Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- COM 212 - Public Speaking Minimum Credits: 3

Select two of the following:

- HIS 301 - World History and Culture Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- SCI 219 - Environmental Issues Minimum Credits: 3
- SOC 320 - Sociology of Gender Minimum Credits: 3
- SOC 330 - Sociology of Minority Relations Minimum Credits: 3

Major Courses: 33 Credits

- ADV 263 - Advertising Copy and Design Minimum Credits: 3
- ADV 340 - Advertising Media Planning Minimum Credits: 3
- ADV 428 - Promotional Research & Media Management Minimum Credits: 3
- ADV 429 - Advertising Campaigns Minimum Credits: 3
- ADV 462 - Advertising Account Executive Seminar Minimum Credits: 3
- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- MKT 229 - Principles of Integrated Marketing Communications Minimum Credits: 3
- MKT 360 - Direct Marketing Minimum Credits: 3

Select three of the following:

- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- COM 232 - Desktop Publishing Minimum Credits: 3
- MKT 230 - Retail Sales Promotion Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- MKT 350 - Ethical Issues in Marketing Minimum Credits: 3

Allied Course: 6 Credits

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 337 - Marketing Research Minimum Credits: 3

Free Electives: 27 Credits

Total Credits: 120

American Studies Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a Minor in American Studies by successfully completing the following courses:

Select two of the following:

- HIS 319 - African-American History since the Civil War Minimum Credits: 3
- HIS 330 - Civil War and Reconstruction Minimum Credits: 3
- HIS 338 - Young America Minimum Credits: 3
- HIS 332 - Colonial New England Minimum Credits: 3
- HIS 357 - American Slavery Minimum Credits: 3

Select two of the following:

- LIT 207 - American Realism and Naturalism Minimum Credits: 3
- LIT 210 - American Literature: 20th Century and Beyond Minimum Credits: 3
- LIT 328 - Multi-Ethnic Literature: Describing the Hyphen Minimum Credits: 3
- LIT 336 - Thoreau and His Contemporaries Minimum Credits: 3
- LIT 350 - The Black Literary Tradition Minimum Credits: 3
- LIT 370 - Studies in American Literature Minimum Credits: 3

Select one of the following:

- POL 210 - American Politics Minimum Credits: 3
- POL 305 - State and Local Government Minimum Credits: 3
- POL 306 - The American Legal Tradition Minimum Credits: 3
- POL 319 - U.S. Environmental Law and Politics Minimum Credits: 3

Total Credits: 15

Applied Economics, M.S. (with concentration option)

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Today's businesses and governments are wrestling with the proliferation of data being produced, collected, and analyzed. The skills and the knowledge that are needed in today's economy are constantly changing, in part due to advances in technology, yet mathematics and analytical skills are being given a renewed importance in the business world. Businesses are now growing on the back of mathematics, statistics, spreadsheets and econometrics. There is an increased demand within organizations to make big decisions with micro and macro-economic data, thus the need for professionals with specialized skills and education in applied economics to fill the tremendous talent gap is increasing today.

The M.S. in Applied Economics provides rigorous technical and analytical training and explores diverse theoretical

schools of thought. The courses will balance the most important aspects of the core of microeconomics, macroeconomic and econometric theory through a number of applied courses. The degree program focuses on the theoretical understanding, empirical investigation and analysis, and policy understanding and analysis. The Applied Economics graduate degree prepares students for real-world impact by analysis of empirical models based on the advanced micro and macro-economic theories and economic policies presented throughout the courses. Students in the program are engaged in advanced technologies for empirical analysis, visualization, modeling, and optimization while understanding the requirements and needs of the organizational environment through business research and in-depth analysis of the micro and macro environment.

Students in the M.S. Applied Economics will acquire critical skills in data collection, data processing, investigative questioning techniques, building advanced economic models, formulating problem statements and hypotheses, econometric and empirical analysis, as well as the communication and presentation of findings. Graduates of this program will be prepared for professional careers as analysts, economists or related analytical positions in public, private, and government sectors. The degree prepares students to position themselves as a strategic asset to any organization by being able to analyze micro economic data and create macro-economic

M.S. in applied Economics Curriculum:

Foundation Courses (as needed):

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3

Major Courses: 24 credits

- ECO 505 - Introduction to Graduate Economics Minimum Credits: 3
- ECO 510 - Mathematics and Statistics for Economics Minimum Credits: 3
- ECO 520 - Microeconomics Theory and Analysis Minimum Credits: 3
- ECO 530 - Macroeconomics Theory and Analysis Minimum Credits: 3
- ECO 540 - Game Theory and Industrial Organization Minimum Credits: 3
- ECO 620 - Applied Econometrics I Minimum Credits: 3
- ECO 625 - Applied Econometrics II Minimum Credits: 3
- ECO 700 - Applied Economics Capstone Minimum Credits: 3

Choose the concentration OR four from the following: 12 credits

- ECO 500 - Managerial Economics Minimum Credits: 3
- ECO 605 - Environmental and Natural Resource Economics Minimum Credits: 3
- ECO 610 - Fiscal & Monetary Policies & Practices Minimum Credits: 3
- ECO 675 - Seminar in Environmental and Natural Resource Economics Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3
- FIN 645 - Analytical Tools in Portfolio Management Minimum Credits: 3
- FIN 690 - Financial Econometrics Minimum Credits: 3
- INT 620 - Multinational Corporate Finance Minimum Credits: 3
- QSO 500 - Business Research Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3

Environmental and Natural Resources Economics Concentration: 12 credits

- SEC 510 - Environmental Issues Minimum Credits: 3
- SEC 620 - Environment Compliance/Sustainability Minimum Credits: 3
- ECO 605 - Environmental and Natural Resource Economics Minimum Credits: 3
- ECO 675 - Seminar in Environmental and Natural Resource Economics Minimum Credits: 3

Total Credits: 36**Applied Mathematics Minor****Residency for Minors**

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The Applied Mathematics Minor at SNHU is devoted to learning and understanding the mathematical methods and reasoning involved in solving real-world problems, including problems in business, the social sciences and the natural sciences.

Required Courses

- MAT 240 - Applied Statistics Minimum Credits: 3
- MAT 350 - Applied Linear Algebra Minimum Credits: 3

Select one of the following:

- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 225 - Calculus I: Single-Variable Calculus Minimum Credits: 3

Select two of the following:

Students may not take MAT 211 and MAT 275

- MAT 211 - Applied Calculus II Minimum Credits: 3
- MAT 230 - Discrete Mathematics Minimum Credits: 3
- MAT 260 - Cryptology Minimum Credits: 3
- MAT 275 - Calculus II: Integration & Series Minimum Credits: 3
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3
- MAT 325 - Calculus III: Multivariable Calculus Minimum Credits: 3
- MAT 330 - Differential Equations Minimum Credits: 3
- MAT 380 - Error-correcting Codes Minimum Credits: 3

Note(s):

MAT 211 and MAT 275 may not both be taken for credit. Also, AP credit for MAT 210, MAT 211, or MAT 240 may count towards the Applied Mathematics Minor.

Total Credits: 15

Applied Political Science Accelerated Track, B.A. to M.S.

Interim Executive Director: Anthony Siciliano

The prospects for competent and professional entrants into the field of political science are boundless. In an age when political rhetoric can often take the forefront over sincere and critical debate of issues that directly involve the common good, the study of political science and its potential for affecting positive change is necessary in the 21st century marketplace.

The MS in Political Science at the College of Online and Continuing Education at SNHU benefits from this growth opportunity by taking a pragmatic approach to the study of Political Science and effectively preparing students for professional careers in a variety of occupations. Students will focus not only on theoretical approaches but also on the tools of statistical analysis of contemporary issues while promoting self-directed learning and the exploration of questions from a multitude of perspectives.

Graduates of the MS degree program could potentially pursue careers in advocacy, public policy, government business writing, education, campaign development and strategy, political statistical analysis, and many other fields.

Applied Political Science, B.A. Accelerated Track Curriculum

General Education: 45 Credits

The General Education Program

**POL-210 cannot be taken as part of General Education requirement

SAS Required Courses: 9 Credits

- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
Select two of the following:
- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- COM 212 - Public Speaking Minimum Credits: 3
- PHL 210 - Introduction to Philosophy Minimum Credits: 3
- SOC 112 - Introduction to Sociology Minimum Credits: 3

Major Courses: 33 Credits

- POL 210 - American Politics Minimum Credits: 3
- POL 211 - International Relations Minimum Credits: 3
- POL 309 - American State and Local Government Minimum Credits: 3
- POL 313 - Political Theory and Applications Minimum Credits: 3
- POL 328 - The Legal System in America Minimum Credits: 3
- POL 360 - Introduction to Comparative Politics Minimum Credits: 3
- POL 364 - Globalization and World Politics Minimum Credits: 3
- POL 491 - Applied Political Science Capstone Experience Minimum Credits: 3
- POL 500 - Research and Analysis in Political Science Minimum Credits: 3
- POL 520 - American Governmental Institutions Minimum Credits: 3

Major Electives: 12 Credits or concentration

Take four of the following:

- COM 227 - Public Relations Minimum Credits: 3
 - COM 310 - Social Media Minimum Credits: 3
 - COM 320 - Exploring World Cultures/Mass Media Minimum Credits: 3
 - HIS 113 - United States History I: 1607-1865 Minimum Credits: 3
 - HIS 222 - War and Society, Antiquity to 1800 Minimum Credits: 3
 - HIS 223 - Modern War & Society Minimum Credits: 3
 - HIS 245 - United States History since 1945 Minimum Credits: 3
 - JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
 - JUS 261 - Judicial Administration Minimum Credits: 3
 - JUS 305 - International Criminal Justice Minimum Credits: 3
 - JUS 375 - Criminal Law Minimum Credits: 3
 - JUS 455 - Legal Traditions Minimum Credits: 3
 - PAD 331 - Public Administrative Ethics and Theory Minimum Credits: 3
 - PAD 332 - Municipal Government Operations Minimum Credits: 3
 - PAD 340 - Public Fiscal Management Minimum Credits: 3
 - PAD 341 - Disaster Recovery and Response Minimum Credits: 3
 - POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
 - POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3
 - POL 371 - Political Parties and Interest Groups Minimum Credits: 3
 - SOC 213 - Sociology of Social Problems Minimum Credits: 3
 - SOC 291 - Experiential Learning Minimum Credits: 3
 - SOC 490 - Community Sociology Internship Minimum Credits: 3
- or

Concentration

- COM 227 - Public Relations Minimum Credits: 3
- POL 371 - Political Parties and Interest Groups Minimum Credits: 3
- POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
- POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3

Free Electives: 21 Credits**Applied Political Science, M.S. Accelerated Track Curriculum****Major Courses: 18 Credits**

- POL 510 - The Study and Practice of Political Science Minimum Credits: 3
- POL 530 - Contemporary Political Thought Minimum Credits: 3
- POL 540 - Global Political Systems Minimum Credits: 3
- POL 550 - Political Parties, Interest Groups, and Lobbying Minimum Credits: 3
- POL 790 - Capstone in Political Science Minimum Credits: 3
- PAD 632 - Foundations of Public Policy Minimum Credits: 3

Major Electives: 12 Credits

Take four of the following:

- COM 530 - Law & Ethics: A Line in the Sand Minimum Credits: 3
- COM 600 - Communication for Leadership Minimum Credits: 3
- PAD 631 - Strategic Management in Public Service Minimum Credits: 3
- PAD 633 - Intergovernmental Relations Minimum Credits: 3
- POL 608 - The Presidency and Congress Minimum Credits: 3
- POL 610 - Judicial Politics Minimum Credits: 3
- POL 612 - State, Local, and Urban Politics Minimum Credits: 3
- POL 614 - The Politics of Marginalization Minimum Credits: 3
- POL 632 - Advanced Campaign Management Minimum Credits: 3
- POL 634 - Campaigns, Elections, and Strategic Messaging Minimum Credits: 3
- POL 636 - Political Mobilization and Activism Minimum Credits: 3

Total Credits: 150

Applied Political Science, B.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

In addition to being known for a politically engaged populace, the state of New Hampshire is host to the first nationwide Presidential primary in the United States. From this position in the national spotlight, SNHU is afforded a unique opportunity to educate students toward careers in the growing fields and affiliations of political science, as well as promote active civic engagement in the realm of public service.

The BA in Applied Political Science at SNHU COCE benefits from this growth opportunity by taking a pragmatic approach to the study of political science and effectively preparing students for professional careers in a variety of occupations. Students will focus on developing effective communication abilities, utilizing analytical skills toward understanding and applying the tools of statistical analysis toward real world scenarios, exploring questions from a multitude of perspectives, and acquiring an empathetic and ethical viewpoint as they hone their critical thinking skills toward future graduate study or career paths.

Graduates of the BA degree program could potentially pursue careers in advocacy, public policy, government business writing, campaign development and strategy, statistical analysis, and many other fields. The degree also positions students well toward advanced graduate studies in Political Science.

Applied Political Science Curriculum - Bachelor of Arts**General Education Program: 45 Credits**

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- HIS 114 - United States History II: 1865-Present Minimum Credits: 3

Select two of the following:

- COM 126 - Introduction to Mass Communication Minimum Credits: 3

- COM 212 - Public Speaking Minimum Credits: 3
- PHL 210 - Introduction to Philosophy Minimum Credits: 3
- SOC 112 - Introduction to Sociology Minimum Credits: 3

Major Courses: 45 Credits

- POL 210 - American Politics Minimum Credits: 3
- POL 211 - International Relations Minimum Credits: 3
- POL 309 - American State and Local Government Minimum Credits: 3
- POL 313 - Political Theory and Applications Minimum Credits: 3
- POL 327 - US Government and Contemporary Issues Minimum Credits: 3
- POL 328 - The Legal System in America Minimum Credits: 3
- POL 360 - Introduction to Comparative Politics Minimum Credits: 3
- POL 364 - Globalization and World Politics Minimum Credits: 3
- POL 370 - Analysis and Research in Political Science Minimum Credits: 3
- POL 491 - Applied Political Science Capstone Experience Minimum Credits: 3
- PAD 330 - Public Administration Minimum Credits: 3

Select four of the following or the concentration:

- COM 227 - Public Relations Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- COM 320 - Exploring World Cultures/Mass Media Minimum Credits: 3
- HIS 113 - United States History I: 1607-1865 Minimum Credits: 3
- HIS 222 - War and Society, Antiquity to 1800 Minimum Credits: 3
- HIS 223 - Modern War & Society Minimum Credits: 3
- HIS 245 - United States History since 1945 Minimum Credits: 3
- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 375 - Criminal Law Minimum Credits: 3
- JUS 455 - Legal Traditions Minimum Credits: 3
- PAD 331 - Public Administrative Ethics and Theory Minimum Credits: 3
- PAD 332 - Municipal Government Operations Minimum Credits: 3
- PAD 340 - Public Fiscal Management Minimum Credits: 3
- PAD 341 - Disaster Recovery and Response Minimum Credits: 3
- POL 371 - Political Parties and Interest Groups Minimum Credits: 3
- POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
- POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 291 - Experiential Learning Minimum Credits: 3
- SOC 490 - Community Sociology Internship Minimum Credits: 3

Campaign Leadership Concentration

- COM 227 - Public Relations Minimum Credits: 3
- POL 371 - Political Parties and Interest Groups Minimum Credits: 3

- POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
- POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3

Free Electives: 21 Credits

Total Credits: 120

Art History Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a Minor in Art History by successfully completing the following courses:

Required Courses

- FAS 201 - Introduction to Humanities I Minimum Credits: 3
- FAS 202 - Introduction to Humanities II Minimum Credits: 3

Select three of the following:

- FAS 110 - Introductory Drawing Minimum Credits: 3
- FAS 226 - Digital Photography Minimum Credits: 3
- FAS 260 - History of Architecture Minimum Credits: 3
- FAS 270 - Introduction to Film History Minimum Credits: 3
- FAS 305 - Digital Documentary Photography Minimum Credits: 3
- FAS 320 - History of Design Minimum Credits: 3
- FAS 326 - History of Photography Minimum Credits: 3
- FAS 335 - Romanticism to Impressionism Minimum Credits: 3
- FAS 342 - Modernism Minimum Credits: 3
- FAS 345 - Contemporary Art Minimum Credits: 3
- FAS 365 - Arts Management Minimum Credits: 3
- FAS 370 - American Art Minimum Credits: 3
- FAS 380 - Women, Art and Society Minimum Credits: 3

Total Credits: 15

Athletic Administration Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

The growth of sports as a major industry has increased the need and opportunity for well-trained professional managers. Students who complete the Graduate Certificate in Athletic Administration will be prepared to work in the sport industry and the administration of interscholastic and recreational athletics. The Sport Management programs have Program Approval from the North American Association of Physical Education for both the Undergraduate and Graduate degrees; and are in the Candidacy Process for accreditation with the Commission of Sport Management Accreditation. The requirements of the major in Sport Management include:

Required Courses

- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 512 - Principles in Athletic Administration Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3
- SPT 612 - Advanced Topics/Athletic Administration Minimum Credits: 3
- SPT - Choose one SPT elective

Total Credits: 15

Business Administration, A.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Associate Degree Program in Business Administration introduces students to the field of business. Students in this program will begin to acquire the knowledge and skills they need to successfully lead and manage organizations in today's ever-changing and hectic business environment.

Business Administration Curriculum - Associates of Science

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- BUS 206 - Business Law I Minimum Credits: 3
- ECO 201 - Microeconomics Minimum Credits: 3
- ECO 202 - Macroeconomics Minimum Credits: 3
- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- IT 100 - Introduction to Information Technology Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 211 - Human Resource Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL - Two OL electives

Select one of the following:

The General Education Program - Fine Arts and Humanities (EFAH)

Free Electives: 12 Credits

Total Credits: 60

Business Administration, B.B.A.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The International Bachelors of Business Administration is a focused business degree. This program is designed for certain international universities with which SNHU has signed articulation agreements. It is intended for international students who are on track to complete a graduate level business degree. They have completed three years of a four year degree in their home country or a three year diploma and require some General Education courses and additional business courses to fulfill our equivalent undergraduate Business Administration degree prior to starting their graduate studies.

The B.B.A. takes into consideration different educational systems around the world. It includes a balance of General Education and business electives in a broad variety of disciplines. In most foreign educational systems students take more credits in their major, so they are typically much more prepared in their subject than their US counterparts. Thus, having more free electives in business allows more flexibility for cooperating schools to direct students to take more specific course that will better fulfill their own final year requirements. A General Education capstone course assesses student understanding of core competencies.

Many countries are actively encouraging their universities to promote and support students to have a study abroad experience. Students in this program may travel to the US to complete their final courses in a classroom setting or they may study online as a more affordable option.

This program is intended to be transfer friendly by accepting 90 transfer credits as a block from approved universities.

Requirements for COCE Program:

90 credits transferred from an approved university which SNHU has a signed agreement.

Equivalent GPA of 3.0

TOEFL score of 81 or higher

IELTS score of 6.5

International Bachelors of Business Administration Curriculum**General Education Program: 18 Credits**

- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- FAS - One Fine Arts elective
- SCI - One Science elective

- SCS - One Social Science elective (*excluding ECO*)
- FREE - One Free elective

Major Courses: 15 Credits

****Take four (4) courses from ACC, FIN, HOS, OL, IT, INT, MKT, or SPT at the 300/400 level for Business Elective Courses****

- BUS - Four Business electives
- OL 421 - Strategic Management and Policy Minimum Credits: 3

Total Credits: 123

Business Administration, B.S. (with concentration option)

Executive Director: Dr. Joseph Cappa**Associate Dean: Kimberly Blanchette**

The past two decades have generated unparalleled change in business, industry and society. Emerging trends suggest that change is going to continue to be rapid, unpredictable at times and frequently disruptive.

As business and society have grown more complex, the demand for trained managers and leaders has increased. Managers no longer can make business decisions based on hunches or look to old solutions to solve new problems.

Students in the Business Administration Program will learn how to be leaders and managers in this ever-changing and hectic business environment.

Southern New Hampshire University's Business Administration Program emphasizes leadership, communication, accounting, behavioral dynamics and quantitative analysis. These business and management skills, when complemented with the solid foundation provided by the B.A./B.S. Core courses, enable students to become successful managers.

Business Administration Curriculum - Bachelor of Science**General Education Program: 45 Credits**

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 27 Credits (15 Credits if completing a concentration)

- OL 211 - Human Resource Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 326 - Social Environment of Business Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3

- FIN/ECO - One Finance or Economics elective (Substitute ACC 307 for Nonprofit Management concentration only)
- OL/BUS - Four 300+level Organizational Leadership or Business electives (if no concentration specified)

Select one concentration: 15 Credits**Human Resource Management**

- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 442 - Human Resource Strategy and Development Minimum Credits: 3
- OL - Two 300+level Organizational Leadership electives; **or**
- BUS 307 - Business Law II Minimum Credits: 3 (can be used to satisfy one OL elective)

Select one of the following:

- OL 318 - Employee and Labor Relations Minimum Credits: 3
- OL 325 - Total Rewards Minimum Credits: 3

Nonprofit Management

- ACC 322 - Governmental and Non-Profit Accounting Minimum Credits: 3
- OL 265 - Intro to Managing Not-for-Profit Orgs Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 330 - Grant Writing Minimum Credits: 3
- OL 445 - Nonprofit Management Seminar Minimum Credits: 3

Organizational Leadership

- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 324 - Managing Quality Minimum Credits: 3
- OL 328 - Leadership Minimum Credits: 3
- OL - Two 300+level Organizational Leadership electives; **or**
- BUS 307 - Business Law II Minimum Credits: 3 (can be used to satisfy one OL elective)

Small Business Management

- OL 317 - Small Business Management Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 321 - Business Plan Preparation Minimum Credits: 3
- OL - Two 300+level Organizational Leadership electives; **or**
- BUS 307 - Business Law II Minimum Credits: 3 (can be used to satisfy one OL elective)

Free Electives: 18 Credits (15 Credits if completing a concentration)**Total Credits: 120**

Business Administration, M.B.A. (with concentration options)

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Students interested in an M.B.A. with concentration whose undergraduate degree is in a non-business discipline with a 2.75 GPA or higher will have their files individually assessed and will require foundational coursework to satisfy core business competencies in addition to the 39 credit Specialized M.B.A.

With a SNHU M.B.A., you're preparing yourself to navigate between the ups and downs of a volatile business world. The SNHU M.B.A. is built around the principal areas that are necessary to acquire the specific knowledge base and skill sets that will guide you in your business career. You can also tailor the program around your interests, thus being able to acquire the specific knowledge base and skill sets you'll need to achieve your personal career goals. Regardless of what you ultimately plan to do, when you graduate with a SNHU M.B.A., you'll leave with:

Knowledge of a Specific Discipline: Whether you're interested in finance, marketing, accounting or another discipline, because you're able to customize your SNHU M.B.A. program around your interests, you'll gain a fundamental understanding of that subject matter — which you can then build on through further studies or career experiences.

Effective Research Strategies: As is the case with all SNHU M.B.A. programs, you'll learn how to effectively gather and analyze data and information from a variety of new media resources.

Interpersonal Communication Skills: Through written and oral presentations, you'll sharpen your ability to connect with people from different cultures and with different perspectives.

Greater Business Awareness: By learning about customs and practices, you'll expand your understanding of the business arena and you will be better equipped to compete in the local and global marketplace.

Thorough Understanding of Critical Business Areas: You'll discover how to take a holistic view of business areas by factoring in internal and external influences on decision making such as politics, ethics, law, economic policies and cultural beliefs, etc.

Foundation Courses (as needed)

This coursework may be exempt based on undergraduate coursework.

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3
- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3

Required Courses

Courses (3 required), or Foundational courses (as required) and business electives of choice (3 required).

- ACC 500 - Managerial Accounting Minimum Credits: 3
- ECO 500 - Managerial Economics Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- INT 610 - Multinational Corporate Environment Minimum Credits: 3
- IT 500 - Information Technology Minimum Credits: 3

- MKT 500 - Marketing Strategies Minimum Credits: 3
- OL 690 - Responsible Corporate Leadership Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 600 - Operations Management Minimum Credits: 3
- MBA 700 - Strategic Management Minimum Credits: 3
Nine (9) credits of Business electives or declare a specialization.

Total Credits: 39

Master of Business Administration Degree Programs Curriculum

M.B.A. with concentration in Accounting – Required Courses

- ACC 610 - Financial Reporting I Minimum Credits: 3
- ACC 620 - Financial Reporting II Minimum Credits: 3
- TAX 660 - Tax Factors in Business Decisions Minimum Credits: 3

M.B.A. with concentration in Athletic Administration – Required Courses

- SPT 608 - Sport Marketing and Media Minimum Credits: 3 (replaces MKT 500)
- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 512 - Principles in Athletic Administration Minimum Credits: 3
- SPT 612 - Advanced Topics/Athletic Administration Minimum Credits: 3

M.B.A. with concentration in Business Intelligence - Required Courses

- DAT 500 - Data and Information Management Minimum Credits: 3 (replaces IT 500)
- DAT 510 - Foundations of Data Minimum Credits: 3
- DAT 520 - Decision Methods and Modeling Minimum Credits: 3
- DAT 530 - Presentation and Visualization of Data Minimum Credits: 3

M.B.A. with concentration in Community Economic Development - Required Courses

- CED 631 - Housing Policy and Development Minimum Credits: 3
- CED 632 - Urban Neighborhood Revitalization Minimum Credits: 3
- CED 634 - Financing Community Economic Development Minimum Credits: 3
- CED 652 - Community Building and Organizing Minimum Credits: 3

M.B.A. with concentration in Corporate Social Responsibility – Required Courses

- CSR 510 - Strategic Corporate Social Responsibility Minimum Credits: 3
- CSR 610 - Business Ethics and Culture Minimum Credits: 3
- CSR 620 - Corporate Governance and Accountability Minimum Credits: 3

M.B.A. with concentration in Economics - Required Courses

- ECO 510 - Mathematics and Statistics for Economics Minimum Credits: 3

- ECO 520 - Microeconomics Theory and Analysis Minimum Credits: 3
- ECO 530 - Macroeconomics Theory and Analysis Minimum Credits: 3

M.B.A. with concentration in Entrepreneurship – Required Courses

- OL 630 - Entrepreneurship and Small Business Management Minimum Credits: 3
- OL 635 - Consulting Minimum Credits: 3
- OL 640 - Franchising Minimum Credits: 3

M.B.A. with concentration in Finance – Required Courses

- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 630 - Capital Budgeting & Financing Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3

M.B.A. with concentration in Forensic Accounting – Required Courses

For this concentration, ACC 500 is a foundation course. Students must take ACC 646 as a required core course.

- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3

M.B.A. with concentration in Healthcare Informatics – Required Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3

M.B.A. with concentration in Healthcare Management – Required Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- HRM 630 - Topics in Health Administration Minimum Credits: 3

M.B.A. with concentration in Human Resources – Required Courses

- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- OL 620 - Total Rewards Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3

M.B.A. with concentration in Information Technology Management – Required Courses

- IT 503 - Digital Commerce and eBusiness Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3

M.B.A. with concentration in Internet Marketing – Required Courses

- MKT 625 - Strategic Internet Marketing Minimum Credits: 3
- MKT 635 - Websites and SEM/SEO Minimum Credits: 3
- MKT 645 - Online Marketing Channels Minimum Credits: 3

M.B.A. with concentration in Justice Studies – Required Courses**Choose three (3) of the following:**

- JUS 600 - Police in the American Experience Minimum Credits: 3
- JUS 601 - Correctional Policy and Practice Minimum Credits: 3
- JUS 602 - Courts and Judicial Process Minimum Credits: 3
- JUS 603 - Law, Ethics, and Justice System Minimum Credits: 3
- JUS 604 - Legal and Justice Research Minimum Credits: 3
- JUS 608 - Employment Law Minimum Credits: 3

M.B.A. with concentration in Leadership - Required Courses

- COM 600 - Communication for Leadership Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3
- PSY 614 - Psychology of Leadership Minimum Credits: 3

M.B.A. with concentration in Marketing – Required Courses**Choose any three (3) of the following:**

- MKT 610 - Promotions Management Minimum Credits: 3
- MKT 615 - Relationship Selling Strategies Minimum Credits: 3
- MKT 620 - Consumer Behavior Minimum Credits: 3
- MKT 675 - Ethical and Legal Issues in Marketing Minimum Credits: 3
- MKT 678 - Brand Management Minimum Credits: 3
- MKT 690 - Corporate Communications Minimum Credits: 3

M.B.A. with concentration in Music Business - Required Courses

**For this concentration, OL 690 is not a required course.

- BMB 515 - Music Business Structure and Strategies Minimum Credits: 3
- BMB 630 - Music Marketing Strategies Minimum Credits: 3
- BMB 655 - Music Business Finance Minimum Credits: 3
- BMB 670 - Music Business Leadership and Ethics Minimum Credits: 3

M.B.A. with concentration in Operations and Supply Chain Management – Required Courses

- QSO 630 - Supply Chain Management Minimum Credits: 3

Choose two (2) of the following:

- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 610 - Management of Service Operations Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 635 - International Supply Chain Management Minimum Credits: 3
- QSO 690 - Topics in Operations Management Minimum Credits: 3

M.B.A. with concentration in Project Management – Required Courses

- QSO 640 - Project Management Minimum Credits: 3
- QSO 680 - Seminar in Project Management Minimum Credits: 3

Choose one (1) of the following:

- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 630 - Supply Chain Management Minimum Credits: 3
- QSO 645 - Project Management for PMP Certification Minimum Credits: 3

M.B.A. with concentration in Quantitative Analysis – Required Courses

- QSO 500 - Business Research Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3

M.B.A. with concentration in Six Sigma Quality – Required Courses

- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3

M.B.A. with concentration in Social Media Marketing – Required Courses

- MKT 555 - Social Media Minimum Credits: 3
- MKT 655 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 666 - Social Media Marketing Campaigns Minimum Credits: 3

M.B.A. with concentration in Sport Management – Required Courses

- SPT 608 - Sport Marketing and Media Minimum Credits: 3 (replaces MKT 500)
- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 565 - Internationalization of Sport Business Minimum Credits: 3
- SPT 600 - Management of Sport Organizations Minimum Credits: 3

M.B.A. with concentration in Sustainability and Environmental Compliance – Required Courses

- SEC 510 - Environmental Issues Minimum Credits: 3
- SEC 610 - Energy and Society Minimum Credits: 3
- SEC 620 - Environment Compliance/Sustainability Minimum Credits: 3

M.B.A. with concentration in Workplace Conflict Management – Required Courses

- WCM 510 - Negotiation/Advocacy in the Workplace Minimum Credits: 3
- WCM 610 - Intro Org Conflict Management Minimum Credits: 3
- WCM 620 - Managing Difficult Conversations at Work Minimum Credits: 3

Business Education – Certification 7-12, M.Ed.

The Masters of Education in Business Education provides students with 21st century knowledge and skills that will lead to eligibility for certification as a business education teacher in grades 7-12.

Required Courses

Foundation courses:

- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3 (waived if competency is demonstrated)

Required courses:

- EDU 511 - Methods of Teaching in Secondary Schools Minimum Credits: 3
 - EDU 521 - Exploring the Principles of Education Minimum Credits: 3 *
 - EDU 533 - Learning through Technology Minimum Credits: 3
 - EDU 552 - Assessment for and of Learning Minimum Credits: 3
 - EDU 642 - Integration Specialist Toolbox Minimum Credits: 3
 - EDU 650 - Work-Based Learning Minimum Credits: 3
 - EDU 685 - Global Educational Technology Minimum Credits: 3
 - SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
 - EDU 571 - Student Teaching and Seminar Minimum Credits: 6
- or
- EDU 770 - Certification Internship Minimum Credits: 3
 - Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

If courses are waived, graduate electives will be determined with advisor. EDU 543 must replace the first waived course.

** Required for Teacher Certification Program (TCP) Acceptance*

Field Experiences are embedded in courses.

Total Credits: 39

Business Information Systems Certificate

Certificate Programs

Certificate programs are designed for those individuals who need basic skills for entry-level positions or for employees who want to be promoted or transferred within their organizations.

Required Courses

- IT 100 - Introduction to Information Technology Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- MAT 230 - Discrete Mathematics Minimum Credits: 3
- IT - Four IT electives (as recommended by the student's advisor)

Select one of the following:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3

Guidelines for Certificate Programs

Prior credits: Students may transfer credits from other accredited institutions for courses in which a minimum grade of "C-" was earned. Official transcripts should be submitted for analysis immediately after entering the certificate program.

Students also may receive credit for equivalent prior learning by means of "CLEP," Southern New Hampshire University institutional tests or portfolio assessments. Students should consult an academic advisor for more details.

Note: Certificate candidates may use transfer or prior learning credit courses, but they must take four courses in residence at Southern New Hampshire University.

Prerequisites: Various certificate courses require preparatory background. IT 210 requires IT 100 Introduction to Information Technology or appropriate work experience with computers. When waived for certificate candidates with appropriate work experience, prerequisite courses still remain as requirements for degree candidates (but may be satisfied by transfer- or prior-credit awards).

Time limits: Most certificate programs are scheduled so that concentration courses can be completed within one year, but students are free to set their own paces.

Satisfactory performance: A student must maintain a minimum cumulative grade-point average of "C" (2.0 on a 4-point scale) to receive a certificate.

Certificate conferral: The student must complete a petition for a certificate in accordance with the following deadlines: by January 1 for an April, May or June conferral, by April 1 for a July, August or September conferral, by July 1 for an October, November or December conferral, by October 1 for a January, February or March conferral.

Credit earned: All credits earned in the certificate programs are recorded on students' transcripts and may be applied to degree programs.

Dual certificates: To receive another certificate, a student must take a minimum of four courses toward the second certificate.

Total Credits: 24

Business Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

(for Arts and Sciences majors)

Under the Minor in Business option, a student majors in one of the available disciplines within the School of Arts and Sciences and uses 12 to 15 free elective credits within the chosen major to take courses in the business disciplines.

Required Courses

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- BUS 206 - Business Law I Minimum Credits: 3
- MAT 121^ - Math Concepts & Techniques for Business Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- One Business elective

Total Credits: 18

Business Studies, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Business Studies curriculum provides students with the opportunity to concentrate on a specific area of business and the flexibility to tailor their degrees to meet their specific needs. Concentrations are available in accounting, business administration, business finance, information technology, human resource management, international management, marketing, organizational leadership, small business management, sport management, and web development. In addition to the major required courses, students are able to tailor the degree program depending upon their selection of free electives.

The Business Studies degree also provides an option for transfer students (particularly liberal arts or science majors) who have completed two or more years at other colleges and now desire a business degree. The free elective credits enable transfer students to receive credit for a wide variety of previous courses.

Business Studies Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Select one of the following:

- Accounting
- Business Administration
- Business Finance
- Computer Information Technology
- Game Design And Development
- Human Resource Management
- Industrial Organizational Psychology
- International Management
- Marketing
- Operations and Project Management
- Organizational Leadership
- Small Business Management
- Sport Management

Business Studies in Accounting

Major Courses: 15 Credits

- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC 307 - Intermediate Accounting I Minimum Credits: 3
- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- ACC 330 - Federal Taxation I Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3

Free Electives: 30 Credits

Business Studies in Business Administration

Major Courses: 15 Credits

- OL 211 - Human Resource Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3
- OL - Two 300+level Organizational Leadership elective (except OL 490); or
- BUS 307 - Business Law II Minimum Credits: 3 (can be used to satisfy one OL elective)

Free Electives: 30 Credits

Business Studies in Business Finance

Major Courses: 18 Credits

- ECO 301 - Managerial Economics Minimum Credits: 3
- ECO 402 - Intermediate Macroeconometrics Minimum Credits: 3
- FIN 330 - Corporate Finance Minimum Credits: 3
- FIN 340 - Fundamentals of Investments Minimum Credits: 3
- FIN/ECO - One Finance or Economics elective

Select one of the following:

- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3

Free Electives: 27 Credits

Business Studies in Computer Information Technology

Major Courses: 21 Credits

- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3
- IT - Four Information Technology electives (as recommended by an advisor)

Free Electives: 24 Credits

Business Studies in Game Design and Development

Major Courses: 21 Credits

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3

Select three of the following:

- ADV 428 - Promotional Research & Media Management Minimum Credits: 3
- ECO 402 - Intermediate Macroeconometrics Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3

Free Electives: 24 Credits

Business Studies in Human Resource Management

Major Courses: 21 Credits

- OL 211 - Human Resource Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 325 - Total Rewards Minimum Credits: 3

- OL 342 - Organizational Behavior Minimum Credits: 3
- OL 442 - Human Resource Strategy and Development Minimum Credits: 3
- OL - Two 300+level Organizational Leadership electives; or
- BUS 307 - Business Law II Minimum Credits: 3 (can be used to satisfy one OL elective)

Free Electives: 24 Credits

Business Studies in Industrial Organizational Psychology

Major Courses: 18 Credits

- PSY 108 - Introduction to Psychology Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 258 - Industrial Organizational Psychology Minimum Credits: 3
- PSY 224 - Research II: Scientific Investigations Minimum Credits: 3
- PSY 305 - Cognitive Psychology Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3

Free Electives: 27 Credits

Business Studies in International Management

Major Courses: 15 Credits

- OL 215 - Principles of Management Minimum Credits: 3
- INT - Four 300+level International Business electives

Free Electives: 30 Credits

Business Studies in Marketing

Major Courses: 18 Credits

- MKT 337 - Marketing Research Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- MKT 433 - Multinational Marketing Minimum Credits: 3

Select three of the following:

- QSO 330 - Supply Chain Management Minimum Credits: 3
- ADV - Any Advertising course
- MKT - Any Marketing course

Free Electives: 27 Credits

Business Studies in Operations and Project Management**Major Courses: 21 Credits**

- OL 215 - Principles of Management Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- QSO 360 - Six Sigma Quality Management Minimum Credits: 3
- QSO 440 - Topics in Project Management Minimum Credits: 3

Select one of the following:

- QSO 310 - Management of Service Operations Minimum Credits: 3
- QSO 345 - Project Management/CAPM Certification Minimum Credits: 3
- QSO 490 - Operations/Project Management Internship Minimum Credits: 3
Note: Students may use only 3 credits of QSO 490 towards the program.

Free Electives: 24 Credits**Business Studies in Organizational Leadership****Major Courses: 18 Credits**

- OL 215 - Principles of Management Minimum Credits: 3
- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 324 - Managing Quality Minimum Credits: 3
- OL 328 - Leadership Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3
- OL - One 300+level Organizational Leadership or Business elective

Free Electives: 27 Credits**Business Studies in Small Business Management****Major Courses: 21 Credits**

- BUS 307 - Business Law II Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 317 - Small Business Management Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 321 - Business Plan Preparation Minimum Credits: 3
- OL - Two 300+level Organizational Leadership electives (except OL 490)

Free Electives: 24 Credits

Business Studies in Sport Management

Students completing a Sport Management focus must earn a minimum of a "C" grade in all focus courses.

SPT 465 replaces INT 113 in the Business Core for all Sport Management students.

Major Courses: 18 Credits

- SPT 111 - Introduction to Sport Management Minimum Credits: 3
- SPT 201 - Governance/Management of Sport Organizations Minimum Credits: 3
- SPT 208 - Sport Marketing Minimum Credits: 3
- SPT 333 - Sport, Society, and Ethics Minimum Credits: 3

Select two of the following:

- SPT 307 - Sport Law Minimum Credits: 3
- SPT 310 - Sport Sponsorship Minimum Credits: 3
- SPT 319 - Sport Sales and Promotions Minimum Credits: 3
- SPT 320 - Media/Public Relations in Sport Minimum Credits: 3
- SPT 321 - Fitness Management Minimum Credits: 3
- SPT 323 - Golf Club Management Minimum Credits: 3
- SPT 340 - Practicum in Sport Management Minimum Credits: 3
- SPT 375 - Economics of Professional Sports in the U.S. Minimum Credits: 3
- SPT 401 - Sport Facilities Management Minimum Credits: 3
- SPT 402 - Sport Revenue Minimum Credits: 3
- SPT 415 - Event Management and Marketing Minimum Credits: 6
- SPT 425 - Sport Licensing/Strategic Alliances Minimum Credits: 3
- SPT 430 - Front Office Management Minimum Credits: 3

Free Electives: 27 Credits

Total Credits: 120

Child Development Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Child Development by successfully completing the following five courses:

Required Courses

- DEV 104 - Child Development I Minimum Credits: 3
- DEV 106 - Child Development II Minimum Credits: 3
- DEV 260 - Family and Culture Minimum Credits: 3
- DEV 340 - Meaning and Development of Play Minimum Credits: 3
- DEV 424 - Assessment, Observation & Intervention Minimum Credits: 3

Total Credits: 15

Communication Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in Communication by successfully completing the following courses:

Required Course

- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- COM 212 - Public Speaking Minimum Credits: 3

Select three of the following:

- COM 227 - Public Relations Minimum Credits: 3
- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- COM 232 - Desktop Publishing Minimum Credits: 3
- COM 235 - Introduction to Journalism Minimum Credits: 3
- COM 322 - Advanced Public Speaking Minimum Credits: 3
- COM 430 - Organizational Communications Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 448 - Media Ethics and Law Minimum Credits: 3

Total Credits: 15

Communication, B.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

The Communication major prepares students for a wide variety of fields including public relations, corporate communications and training, government relations, leadership tasks, social media, professional writing, journalism, advertising, and other mass media professions. Students also have the opportunity to focus their studies through a variety of minors and internship experiences. At the same time, students are able to develop competencies in particular areas. The concentrations in this program offer students the ability to further their skills in public relations and professional writing.

Communication Curriculum - Bachelor of Arts

General Education Courses: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- ENG 220 - Business Communication Minimum Credits: 3

Select two of the following:

- GRA 310 - Digital Graphic Design for the Web Minimum Credits: 3
- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
- POL 210 - American Politics Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- SCI 219 - Environmental Issues Minimum Credits: 3
- SOC 328 - Sociology of Aging Minimum Credits: 3

Major Courses: 33 Credits

- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- COM 212 - Public Speaking Minimum Credits: 3
- COM 227 - Public Relations Minimum Credits: 3
- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- COM 235 - Introduction to Journalism Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- COM 430 - Organizational Communications Minimum Credits: 3

Select four of the following or one concentration:

- COM 315 - Interpersonal Communication in the Digital Age Minimum Credits: 3
- COM 325 - Editing for Media and Publication Minimum Credits: 3
- COM 329 - New Media Technologies Minimum Credits: 3
- COM 336 - Electronic Public Relations Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 341 - Technical Writing Minimum Credits: 3
- COM 445 - Writing for New Media Minimum Credits: 3
- COM 448 - Media Ethics and Law Minimum Credits: 3
- COM 452 - Public Relations Campaign Planning Seminar Minimum Credits: 3
- COM 476 - Corporate Communications Seminar Minimum Credits: 3
- COM 490 - Communication Internship Minimum Credits: 0 (variable credit course)

Professional Writing Concentration

- COM 325 - Editing for Media and Publication Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 341 - Technical Writing Minimum Credits: 3
- COM 445 - Writing for New Media Minimum Credits: 3

Public Relations Concentration

- COM 336 - Electronic Public Relations Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 448 - Media Ethics and Law Minimum Credits: 3
- COM 452 - Public Relations Campaign Planning Seminar Minimum Credits: 3

Free Electives: 33 Credits

Total Credits: 120

Communication, M.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

Technological advances present an exciting opportunity for a new type of communication professional that can effectively convey messages in a globalized society. The Master of Arts in Communication seeks to prepare students with the knowledge and skills that are most relevant to a wide variety of professions and organizations. Instead of focusing on particular technological tools, students will become self-directed learners that are fluent in the language of technology, thereby preparing them for the next major innovation—and, the one after that. In this way, the M.A. in Communications positions one as a "value add" to a range of employers within and outside of the traditional communication field. Graduates of the degree program could potentially pursue careers in public relations, business, writing, journalism, marketing, health, entertainment, politics, education, and many other fields.

M.A. Communication Required Courses

Major Courses

- COM 500 - Communication, Media & Society Minimum Credits: 3
 - COM 510 - The Vantage Point: Knowledge & New Media Minimum Credits: 3
 - COM 530 - Law & Ethics: A Line in the Sand Minimum Credits: 3
 - COM 540 - Second Self: Identity & Personal Brands Minimum Credits: 3
 - COM 600 - Communication for Leadership Minimum Credits: 3
 - COM 610 - More than Words: Communication by Design Minimum Credits: 3
 - COM 620 - Strategic Communication in a New Age Minimum Credits: 3
 - COM 690 - Communication Capstone Minimum Credits: 3
- Choose four Graduate COM courses or choose one concentration**

Health Communication Concentration

- COM 575 - eHealth and Technology Minimum Credits: 3
- COM 576 - Health Communication & Culture Minimum Credits: 3
- COM 577 - Healthcare Ethics Minimum Credits: 3
- COM 578 - Contemporary Public Policy and Strategy Minimum Credits: 3

New Media and Marketing Concentration

- COM 565 - Communication with Media Technology Minimum Credits: 3
- COM 566 - Pen to Platform Minimum Credits: 3
- COM 567 - Digital Tools and Teams Minimum Credits: 3
- COM 568 - New Media Campaign Design & Marketing Minimum Credits: 3

Public Relations Concentration

- COM 655 - Reputation Management: Building a Brand Minimum Credits: 3

- COM 656 - Spread the Word: Social Media Practices Minimum Credits: 3
- COM 657 - Crisis Communication in a 24/7 World Minimum Credits: 3
- COM 658 - Integrated PR Campaigns & Measurement Minimum Credits: 3

Total Credits: 36

Computer Information Technology Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

This course of study is designed for students who are working toward a degree in a major area other than IT. Information technology can be the career enhancing addition to any other major as the use of IT is ubiquitous. Students may earn a minor in Information Technology by successfully completing the following five courses:

Prerequisite

- MAT 230 - Discrete Mathematics Minimum Credits: 3

Required Courses

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
or
- IT 145 - Intro to Software Development Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- IT - Two IT electives (as recommended by an advisor)

Total Credits: 15

Creative Writing and English, B.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

The creative writing major at Southern New Hampshire University provides a study of writing and of literary works. Students learn to read literary works with an eye towards writing and gain extensive practice in the art of writing. Students prepare for a career in creative writing, publishing, journalism, communications, the law and many other professions, as well as graduate programs.

Students may choose to specialize in one of four genres, Screenwriting, Poetry, Fiction and Nonfiction, receiving intermediary and advanced study within those areas.

Creative Writing and English Curriculum - Bachelor of Art

General Education Courses: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- FAS 201 - Introduction to Humanities I Minimum Credits: 3
- FAS 202 - Introduction to Humanities II Minimum Credits: 3

Choose one of the following:

- COM 212 - Public Speaking Minimum Credits: 3
- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
- PHL 210 - Introduction to Philosophy Minimum Credits: 3

Major Courses: 33 Credits

****Students who do not to take a concentration, will need to take ENG 431****

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3
- ENG 340 - Context of Writing: Writers/Publishing Minimum Credits: 3
- ENG 350 - The English Language Minimum Credits: 3
- LIT 300 - Literary Theory Minimum Credits: 3
- LIT 319 - Shakespeare Minimum Credits: 3
- LIT - One 200 level literature elective
- LIT - One 400 level literature elective

Select three of the following or one concentration:

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3

Fiction Writing Concentration:

- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 349 - Intermediate Fiction Writing Workshop Minimum Credits: 3
- ENG 359 - Advanced Fiction Writing Workshop Minimum Credits: 3
- ENG 421 - New Media: Writing and Publishing Minimum Credits: 3

Nonfiction Writing Concentration:

- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3
- ENG 341 - Intermediate Nonfiction Writing Workshop Minimum Credits: 3
- ENG 351 - Advanced Nonfiction Writing Workshop Minimum Credits: 3
- ENG 421 - New Media: Writing and Publishing Minimum Credits: 3

Screenwriting Concentration:

- ENG 323 - Intro to Screenwriting Workshop Minimum Credits: 3
- ENG 347 - Intermediate Screenwriting Workshop Minimum Credits: 3

- ENG 357 - Advanced Screenwriting Workshop Minimum Credits: 3
- ENG 421 - New Media: Writing and Publishing Minimum Credits: 3

Poetry Concentration:

- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 348 - Intermediate Poetry Writing Workshop Minimum Credits: 3
- ENG 358 - Advanced Poetry Writing Workshop Minimum Credits: 3
- ENG 421 - New Media: Writing and Publishing Minimum Credits: 3

Free Electives: 33 Credits**Total Credits: 120**

Creative Writing Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Creative Writing by completing the following five courses:

Required Courses

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3

Select one of the following:

- COM 235 - Introduction to Journalism Minimum Credits: 3
- ENG 220 - Business Communication Minimum Credits: 3
- ENG 480 - Independent Study Minimum Credits: 3 (for longer writing projects with a tutor)

Total Credits: 15

Crime and Criminology Certificate

For students in majors other than the B.S. in Justice Studies, non-matriculated students, part-time students, and other students by approval of Department Chair.

This optional 12 credit program is designed for students interested in future careers or graduate study in the areas of social work, criminal psychology, or sociology. Students will explore related topics including victimology, sociology of deviance, and crimes against children.

Required Courses

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
or
- POL 306 - The American Legal Tradition Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3

Select two (2) of the following:

- JUS 211 - Organized Crime Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 309 - White Collar Crime Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 468 - Crimes Against Children Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3

Total Credits: 12**Criminal Justice, A.S.**

This course focuses on the concepts, principles, tools, finances and strategies used in managing operations within a performance improvement model. Students will explore problem solving and decision making models as well as tools and techniques for planning, organizing, directing, controlling, reporting, and improving the productivity and performance of resources within a Health Information Management Department. Additionally, topics will include healthcare finance (payer mix, investment, bond rating, capitalization), bookkeeping, accounting principles, budgeting processes (capital and operating), and cost/benefits analysis.

Criminal Justice Curriculum - Associate of Science**Core Requirements: 24 Credits**

- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- SNHU 107 - Success Strategies for Online Learning Minimum Credits: 3
- IT 100 - Introduction to Information Technology Minimum Credits: 3
- Select one MAT foundations course
- Select one EFAH exploration elective
- Select one ESBS exploration elective
- Select one ESTM exploration elective

Major Courses: 27 Credits

- CJ 104 - Ethics and the Criminal Justice Leader Minimum Credits: 3

- CJ 202 - Writing for the Criminal Justice Profession Minimum Credits: 3
- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 331 - Juvenile Justice System Minimum Credits: 3
- JUS 375 - Criminal Law Minimum Credits: 3
- Select one of the following:*
- JUS 102 - American Policing Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3

Free Electives: 9 Credits

Total Credits: 60

Criminal Justice, B.S. (with concentration options)

The Bachelor of Science in Criminal Justice program will provide an extensive, outcomes-based and career-focused overview of the Criminal Justice system. The curriculum will serve to compliment effective academic content with an emphasis on preparation for employment candidacy or advancement in the Criminal Justice profession. The program will seek to educate traditional students as well as promote criminal justice workforce development by targeting persons currently working in the field.

The Bachelor of Science in Criminal Justice program will provide students opportunities to understand foundational reasons for the profession's expansion and where s/he may best qualify for employment within it. The program bridges the gap between current theory and sanctioned practice in order to maintain credibility, facilitate proper career planning, and prepare graduates to immediately contribute to the field. The program will enforce and encourage adherence to rigorous academic standards and develop professionally objective skill sets. Students will be prepared to make ethical, methodical, evidence-based decisions that will serve their prospective professional organizations and communities well.

Criminal Justice Curriculum - Bachelor of Science

General Education Program: 45 Credits

School of Arts and Sciences Core: 9 Credits

- POL 210 - American Politics Minimum Credits: 3
- PSY 108 - Introduction to Psychology Minimum Credits: 3
- SOC 112 - Introduction to Sociology Minimum Credits: 3

Major Courses: 30 Credits

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- CJ 202 - Writing for the Criminal Justice Profession Minimum Credits: 3
- CJ 104 - Ethics and the Criminal Justice Leader Minimum Credits: 3
- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3

- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 331 - Juvenile Justice System Minimum Credits: 3
- JUS 375 - Criminal Law Minimum Credits: 3
- JUS 455 - Legal Traditions Minimum Credits: 3
- CJ 480 - Criminal Justice Capstone Minimum Credits: 3

Criminal Justice Electives: 12 Credits

Select four from the following OR complete a concentration:

- CJ 303 - Psychopaths, Sociopaths and Serial Killers Minimum Credits: 3
- CJ 330 - Leadership/Management in Criminal Justice Organizations Minimum Credits: 3
- CJ 331 - Effective Patrol and Community Policing Minimum Credits: 3
- CJ 332 - Crisis Intervention for Police Minimum Credits: 3
- CJ 400 - Crime Analysis and Effective Police Service Minimum Credits: 3
- CJ 401 - Emergency and Disaster Management Minimum Credits: 3
- CJ 430 - Terrorist Techniques Minimum Credits: 3
- CJ 467 - Threat Assessment Fundamentals Minimum Credits: 3
- CJ 468 - Intelligence, Surveillance, and Reconnaissance Minimum Credits: 3
- CJ 469 - Counterterrorism Techniques Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 201 - Criminal Investigation Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 309 - White Collar Crime Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 496 - Administrative Law Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3

Criminology Concentration

- CJ 303 - Psychopaths, Sociopaths and Serial Killers Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3

Homeland Security and Counter Terrorism Concentration

- CJ 430 - Terrorist Techniques Minimum Credits: 3
- CJ 467 - Threat Assessment Fundamentals Minimum Credits: 3
- CJ 468 - Intelligence, Surveillance, and Reconnaissance Minimum Credits: 3
- CJ 469 - Counterterrorism Techniques Minimum Credits: 3

Legal Studies and Advocacy Concentration

- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 496 - Administrative Law Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3

Police Administration and Operations Concentration

- CJ 330 - Leadership/Management in Criminal Justice Organizations Minimum Credits: 3
- CJ 331 - Effective Patrol and Community Policing Minimum Credits: 3
- CJ 332 - Crisis Intervention for Police Minimum Credits: 3
- CJ 400 - Crime Analysis and Effective Police Service Minimum Credits: 3

Free Electives: 24 Credits

Total Credits: 120

Curriculum and Instruction, M.Ed. (can lead to Curriculum Administrator certification)

Certified teachers seeking leadership roles in the area of curriculum (curriculum coordinators, department chairs, lead teachers, etc.) will be eligible to receive Curriculum Administrator Certification through the State of New Hampshire.

Required Courses

- EDU 520 - The Educator Researcher Minimum Credits: 3
- EDU 533 - Learning through Technology Minimum Credits: 3
- EDU 547 - Curriculum Development Minimum Credits: 3
- EDU 550 - Educational Assessment Minimum Credits: 3
- EDU 555 - Student Centered Curriculum/Instruction Minimum Credits: 3
- EDU 582 - Educational Factors of Diversity Minimum Credits: 3
- EDU 610 - Ethics and School Law Minimum Credits: 3
- EDU 775 - Practicum in Curriculum and Instruction Minimum Credits: 1
- Also choose three electives
- Exit Evaluation - ePortfolio

Total Credits: 31

Curriculum and Instruction, M.Ed. (with concentration option)

The program in curriculum and instruction is designed for the certified teacher who seeks an in-depth study of teaching and learning. The program does not lead to initial early childhood, elementary or secondary certification.

This 33-semester hour program consists of a core of eight courses plus an individually designed sequence of three courses chosen by the student or one of four concentration options. The flexible program allows for a plan of study designed to meet each student's interests and professional needs.

Curriculum Administrator

Certified teachers seeking leadership roles in the area of curriculum (curriculum coordinators, department chairs, lead teachers, etc.) will be eligible to receive Curriculum Administrator certification through the State of New Hampshire.

Core Courses

- EDU 520 - The Educator Researcher Minimum Credits: 3
- EDU 533 - Learning through Technology Minimum Credits: 3
- EDU 547 - Curriculum Development Minimum Credits: 3
- EDU 550 - Educational Assessment Minimum Credits: 3
- EDU 555 - Student Centered Curriculum/Instruction Minimum Credits: 3
- EDU 582 - Educational Factors of Diversity Minimum Credits: 3
- EDU 610 - Ethics and School Law Minimum Credits: 3
- EDU 775 - Practicum in Curriculum and Instruction Minimum Credits: 1

Dyslexia Studies and LBLD Concentration

- SPED 610 - Executive Function and Study Skills Minimum Credits: 3
- SPED 630 - Expressive Language-Skills and Writing Minimum Credits: 3
- SPED 635 - Reading Interventions for Students with LBLD Minimum Credits: 3

Educational Leadership Concentration

- EDU 760 - School Facilities and Finance Minimum Credits: 3
- EDU 765 - School and Community Relations Minimum Credits: 3
- EDU 780 - School Organizational Leadership Minimum Credits: 3

Reading Specialist Concentration

- RDG 503 - Emerging and Early Literacy Development K-4 Minimum Credits: 3
- RDG 504 - Content Area Literacy Grades 4-8 Minimum Credits: 3
- RDG 582 - Assessing and Instructing Students with Literacy Difficulty Minimum Credits: 3

Special Education Concentration

- SPED 521 - Effective Learning Environments Minimum Credits: 3
- SPED 525 - Critical Issues/Students w/Disabilities Minimum Credits: 3
- SPED 561 - Consultation and Collaboration Minimum Credits: 3

Technology Integration Specialist Concentration

- EDU 640 - Integrating Digital Technology I K-12 Minimum Credits: 3
- EDU 641 - Integrating Digital Technology II K-12 Minimum Credits: 3
- EDU 642 - Integration Specialist Toolbox Minimum Credits: 3

Individualized Sequence of Study

The student's individualized sequence of study consists of three courses chosen from graduate electives.

- Exit Evaluation ePortfolio

Total Credits: 31

Cybersecurity Graduate Certificate

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate degrees and wish to enhance or update their skills in specific justice disciplines. Students who hold Bachelor degrees and have the necessary educational background and/or professional experience may also pursue the Certificate Programs. The M.S. in Justice Studies degree and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a Graduate Degree Program.

Students pursuing Graduate Certificates only may be required to satisfy foundational course work as specified by each course required to complete the Graduate Certificate of choice. Please refer to the official course descriptions listed in this catalog.

This optional 12-credit Graduate Certificate is designed for students interested in careers in public or private sector cybersecurity or continued graduate study in crime and technology. Students will study related topics including information technology, information security, and telecommunications.

Required Courses

- IT 500 - Information Technology Minimum Credits: 3
- IT 548 - Information Security Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3

Select one (1) of the following courses:

- JUS 605 - Organized Crime Minimum Credits: 3
- JUS 606 - Planning/Tactics: Homeland and WMD Minimum Credits: 3
- JUS 607 - Terrorism and Strategic Response Minimum Credits: 3
- JUS 609 - Private Sector Justice Minimum Credits: 3

Total Credits: 12

Data Analytics, B.S.

Executive Director: Dr. Gwendolyn Britton

Across multiple industries, organizations are innovating customer-relations practices, consumer and public outreach, design of products and services, and decision-making practices by harnessing massive amounts of internal and external data. Businesses are becoming smarter, more efficient, and savvier at predicting future opportunities and risks through data analytics, and the need for talented professionals to shepherd data analytics initiatives forward is ever-increasing. With the increase in availability and access to public and private data, organizations face a number of challenges:

1. What data should an organization use?

2. Where should an organization look for data opportunities?
3. How does an organization leverage that data appropriately?
4. What technologies can streamline analytics processes and provide immediate access to results?
5. What are the most efficient and ethical ways to secure data and protect users, consumers, and organizations?
6. How can an organization use the insight from analytics to transform business and operations?

The Bachelor of Science program in Data Analytics provides students with the technical abilities, business expertise, and practical, applied skills to help organizations in a variety of industries leverage data analytics to innovate practices, products, and processes. Students are exposed to the entire lifecycle of data analytics initiatives from consulting stakeholders on data opportunities to delivering accurate, persuasive presentations of recommendations. Emphasis is placed on practical, contextual strategies by exploring various cases relevant to many industries, such as health care, marketing, operational management, information technology, financial management, and government. Students also develop an ethical perspective on crucial privacy and security issues related to data collection, storage, and analysis.

Data Analytics Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Data Analytics Core: 30 Credits

- IT 145 - Intro to Software Development Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- QSO 300 - Operations Management Minimum Credits: 3

Select one of the following:

- IT 215 - Introduction to SAS Minimum Credits: 3
- IT 220 - Introduction to SQL Minimum Credits: 3

Select two of the following:

- BUS 206 - Business Law I Minimum Credits: 3
- COM 227 - Public Relations Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- IT 242 - Intro to Geographic Information Systems Minimum Credits: 3
- IT 431 - Software Development in Distributed Systems Minimum Credits: 3
- MKT 229 - Principles of Integrated Marketing Communications Minimum Credits: 3
- MKT 337 - Marketing Research Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3

Major Courses: 33 Credits

- DAT 210 - Foundations of Data Analytics Minimum Credits: 3
- DAT 220 - Fundamentals of Data Mining Minimum Credits: 3
- DAT 310 - Data Analytics I Minimum Credits: 3
- DAT 320 - Data Analytics II Minimum Credits: 3
- DAT 410 - Decision Support Presentation Minimum Credits: 3
- IT 204 - Intro to Data and Information Management Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- DAT 490 - Data Analysis Portfolio Minimum Credits: 3

Free Electives: 12 Credits**Total Credits: 120**

Data Analytics, M.S.

Executive Director: Dr. Gwendolyn Britton

Today's businesses, government, health care organizations, manufacturing operations, and information technology security organizations (among many others) are wrestling with how to effectively leverage "big data" for competitiveness, risk-assessment, mission-critical decision-making, and organizational effectiveness. Data has become increasingly ubiquitous, particularly in unstructured formats and through disparate sources, requiring organizations to become more advanced in the collection, storage, analysis, security, and reporting of data. With increasing demand within organizations to make big decisions with big data, so too does the need for professionals with specialized skills and education in data analytics to fill the talent gap that exists today.

The M.S. in Data Analytics focuses on the strategic and advanced uses of data analytics across a broad range of industries and occupations. Students in the program are engaged in advanced technologies for data mining, visualization, modeling, and optimization while understanding the requirements and needs of the organizational environment through business research and in-depth analysis. The ethical uses of data and ensuring appropriate security measures for data collection and storage are a key feature of the program and students will engage in advanced techniques for protecting the integrity and privacy of data, organizations, and consumers. The graduate degree program prepares students to position themselves as a strategic asset to any organization by making data immediately beneficial to strategic decision-making for any organization.

M.S. Data Analytics Curriculum**Foundation Courses (as needed):**

This coursework may be exempt based on undergraduate coursework.

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- DAT 500 - Data and Information Management Minimum Credits: 3

Major Courses: 36 credits

- DAT 510 - Foundations of Data Minimum Credits: 3
- DAT 515 - Enterprise Data Management Minimum Credits: 3
- DAT 520 - Decision Methods and Modeling Minimum Credits: 3
- DAT 530 - Presentation and Visualization of Data Minimum Credits: 3
- DAT 610 - Optimization and Risk Assessment Minimum Credits: 3
- DAT 640 - Predictive Analytics Minimum Credits: 3
- DAT 650 - Advanced Data Analytics Minimum Credits: 3
- DAT 690 - Capstone in Data Analytics Minimum Credits: 3
- QSO 500 - Business Research Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3

Total Credits: 36

Dyslexia Studies and LBLD Graduate Certificate

Executive Director: Dr. Barbara Orr**Associate Dean: Dr. Daniel White**

Teachers, administrators, parents and other caregivers have become increasingly aware of how students with language-based learning disabilities (LBLD) can be well served by deliberate instructional planning and engagement. The Graduate Certificate for Dyslexia and Other Language Based Learning Disabilities allows for myriad stakeholders to learn more about six guiding principles and how these can be leveraged to help school-aged students with language-based learning disabilities achieve academic and social success. Graduate certificate seekers are required to complete five courses that focus on how students with LBLD process information, express knowledge, respond well to appropriate instructional models and exemplars, and must learn to self-advocate for their own learning. This graduate certificate does not lead to initial teacher licensure or administrator endorsement.

Required Courses: 15 credits

- SPED 610 - Executive Function and Study Skills Minimum Credits: 3
- SPED 630 - Expressive Language-Skills and Writing Minimum Credits: 3
- SPED 635 - Reading Interventions for Students with LBLD Minimum Credits: 3
- SPED 640 - Language-Based Learning Environments Minimum Credits: 3
- SPED 650 - Social-Emotional Competencies and Students with LBLD Minimum Credits: 3

Total Credits: 15

Early Childhood Education – Pre K-3 Certification, M.Ed.

The Early Childhood Program is designed for professional practitioners working in education, policy, administration and research. This program leads to New Hampshire teacher certification in pre-kindergarten through grade 3. M.Ed. candidates in early childhood education must complete the following specialized courses:

Required Courses

- DEV 560 - Family and Culture Minimum Credits: 3
- DEV 565 - Play Minimum Credits: 3
- EDU 503 - Methods of Teaching Elementary Math Minimum Credits: 3
- EDU 521 - Exploring the Principles of Education Minimum Credits: 3 *
- EDU 533 - Learning through Technology Minimum Credits: 3 *
- EDU 535 - Early Childhood Health and Science Minimum Credits: 3
- EDU 537 - Social Studies/Arts for Young Children Minimum Credits: 3
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3 *
- EDU 552 - Assessment for and of Learning Minimum Credits: 3
- RDG 503 - Emerging and Early Literacy Development K-4 Minimum Credits: 3
- RDG 531 - Literature for Children Pre-K-8 Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
- EDU 571 - Student Teaching and Seminar Minimum Credits: 6
or
- EDU 770 - Certification Internship Minimum Credits: 3
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

* Required for Teacher Certification Program (TCP) Acceptance

Field Experiences are embedded in courses.

Total Credits: 39-42 (dependent on student teaching)

Economics Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in Economics by successfully completing the following six courses:

Prerequisites

Complete the following courses:

Choose one from:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
and
- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3

Required Courses

- ECO 201 - Microeconomics Minimum Credits: 3
- ECO 202 - Macroeconomics Minimum Credits: 3
- ECO 301 - Managerial Economics Minimum Credits: 3
- ECO 306 - Money and Banking Minimum Credits: 3
- ECO - Complete two ECO electives of 200-level or higher

Total Credits: 18**Economics/Finance, B.S.****Executive Director: Dr. Joseph Cappa****Associate Dean: Kimberly Blanchette**

The Economics/Finance Program has a dual mission: to examine the behavior of the economy and its relationship to business and government, and to study the funding and investment needs of corporations, individuals and institutions. The primary goal of the program is to establish a solid foundation in the applied and theoretical areas of international and domestic finance, business and economics. Economics/finance majors develop the analytical and quantitative skills needed for corporate and individual financial management and economic modeling and forecasting.

Students who choose to major in the Economics/Finance Program will be prepared for careers in industry, financial organizations and government. Many go on to graduate school to continue their studies in economics, finance, other business-related disciplines or law.

Economics/Finance Curriculum - Bachelor of Science**General Education Program: 45 Credits**

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 30 Credits

- ECO 301 - Managerial Economics Minimum Credits: 3
- ECO 306 - Money and Banking Minimum Credits: 3
- ECO 402 - Intermediate Macroeconometrics Minimum Credits: 3
- FIN 330 - Corporate Finance Minimum Credits: 3
- FIN 340 - Fundamentals of Investments Minimum Credits: 3
- ECO/FIN - Four 200+level Economics or Finance electives

Select one of the following:

- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3

- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3

Free Electives: 15 Credits

Total Credits: 120

Education Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

This course of study is designed for students who are working toward a degree in another major area. An Education minor can be a career-enhancing addition to any other major and can also expose students to the world of education and potential careers.

Required Courses

- EDU 200 - Introduction to Education Minimum Credits: 3
- EDU 235 - Learning with Technology Minimum Credits: 3
- EDU 270 - Foundations of Teaching and Learning Minimum Credits: 3
- SPED 260 - Children with Exceptionalities Minimum Credits: 3

Select one of the following:

- DEV 260 - Family and Culture Minimum Credits: 3
- DEV 340 - Meaning and Development of Play Minimum Credits: 3
- EDU 245 - Lit for Children and Young Adolescents Minimum Credits: 3
- PSY 201 - Educational Psychology Minimum Credits: 3
- SPED 210 - Early Childhood Issues/Disabilities Minimum Credits: 3

Total Credits: 15

Education Technology Integration Specialist, M.Ed.

The Master of Education for Technology Integration Specialist may be an initial certification or be pursued by students who already hold an initial certification in another area. This program is for students who wish to become certified to become an integration specialist in grades K-12 with a special focus on integrating digital and emerging technologies into the curriculum.

Required Courses

- EDU 521 - Exploring the Principles of Education Minimum Credits: 3 *
- EDU 533 - Learning through Technology Minimum Credits: 3 *
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3 *
- EDU 547 - Curriculum Development Minimum Credits: 3
- EDU 550 - Educational Assessment Minimum Credits: 3
- EDU 582 - Educational Factors of Diversity Minimum Credits: 3

- EDU 640 - Integrating Digital Technology I K-12 Minimum Credits: 3
- EDU 641 - Integrating Digital Technology II K-12 Minimum Credits: 3
- EDU 642 - Integration Specialist Toolbox Minimum Credits: 3
- EDU 685 - Global Educational Technology Minimum Credits: 3
- EDU 571 - Student Teaching and Seminar Minimum Credits: 6
or
- EDU 770 - Certification Internship Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

* Required for Teacher Certification Program (TCP) Acceptance

Field Experiences are embedded in courses.

Total Credits: 36

Educational Leadership – Principal Certification, M.Ed.

This program is designed for individuals who wish to become certified building principals. The program shall provide students with skills, competencies, and knowledge to provide leadership in the following areas: philosophy of learning; culture of teaching and learning; management of the organization and operation of a school; relationships with the broader community; ethics in learning; and the political, social, economic, legal, and cultural context of learning. The program shall allow for individualized programs of study and experience. Prerequisite: Three years of teaching experience.

Required Courses

- EDU 520 - The Educator Researcher Minimum Credits: 3
- EDU 533 - Learning through Technology Minimum Credits: 3
- EDU 547 - Curriculum Development Minimum Credits: 3
- EDU 550 - Educational Assessment Minimum Credits: 3
- EDU 555 - Student Centered Curriculum/Instruction Minimum Credits: 3
- EDU 582 - Educational Factors of Diversity Minimum Credits: 3
- EDU 610 - Ethics and School Law Minimum Credits: 3
- EDU 760 - School Facilities and Finance Minimum Credits: 3
- EDU 765 - School and Community Relations Minimum Credits: 3
- EDU 780 - School Organizational Leadership Minimum Credits: 3
- EDU 790 - Practicum in School Leadership Minimum Credits: 3
- Elective
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Total Credits: 36

Educational Studies, M.Ed.

The M.Ed. in Educational Studies is appropriate for non-certified teachers working under the NH State Certification, Alternative IV and students that want a degree in education but do not want to acquire New Hampshire Teacher Certification.

Required Courses

- EDU 520 - The Educator Researcher Minimum Credits: 3
- EDU 521 - Exploring the Principles of Education Minimum Credits: 3
- EDU 533 - Learning through Technology Minimum Credits: 3
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3
- Graduate Electives - Select six (6) electives with advisor including one in each of the following areas: curriculum, reading and assessment.
- Exit Evaluation - ePortfolio

Total Credits: 33

Elementary Education – K-8 Certification, M.Ed.

The Elementary Education Program leads to New Hampshire teacher certification for grades K–8. M.Ed. candidates in elementary education must complete the following specialized courses:

Required Courses

- EDU 503 - Methods of Teaching Elementary Math Minimum Credits: 3
- EDU 521 - Exploring the Principles of Education Minimum Credits: 3 *
- EDU 533 - Learning through Technology Minimum Credits: 3 *
- EDU 535 - Early Childhood Health and Science Minimum Credits: 3
- EDU 537 - Social Studies/Arts for Young Children Minimum Credits: 3
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3 *
- EDU 552 - Assessment for and of Learning Minimum Credits: 3
- EDU 571 - Student Teaching and Seminar Minimum Credits: 6
or
- EDU 770 - Certification Internship Minimum Credits: 3
- RDG 503 - Emerging and Early Literacy Development K-4 Minimum Credits: 3
- RDG 504 - Content Area Literacy Grades 4-8 Minimum Credits: 3
- RDG 531 - Literature for Children Pre-K-8 Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

**Required for Teacher Certification Program (TCP) Acceptance*

Field Experiences are embedded in courses.

Total Credits: 39

Elementary Education with Special Education, B.A.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The Elementary Education with Special Education Program leads to elementary teaching certification for grades K-8 and general special education teaching certification for grades K-12. The program provides graduates with comprehensive knowledge of instructional theory and practice and a content area concentration in general special education. Students examine traditional and innovative research-based approaches to teaching a diverse population of students with mild/moderate disabilities. Requirements for both endorsements are accomplished without taking any additional credits (120 total credits). Students who complete this program are highly marketable candidates for both elementary education and special education teaching positions.

Elementary Education with Special Education Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Note: MAT 106 and MAT 206 are required for Teacher Certification.

Major Courses: 78 Credits

- DEV 106 - Child Development II Minimum Credits: 3
- EDU 200 - Introduction to Education Minimum Credits: 3
- EDU 208 - Assessment, Accountability and Teaching in the Classroom Minimum Credits: 3
- EDU 235 - Learning with Technology Minimum Credits: 3
- EDU 250 - Examining Science Content Minimum Credits: 3
- EDU 266 - Exploring Social Studies Content Minimum Credits: 3
- EDU 270 - Foundations of Teaching and Learning Minimum Credits: 3
- EDU 324 - The Inclusive Classroom Minimum Credits: 3
- EDU 330 - Mathematics Instruction/Young Children Minimum Credits: 3
- EDU 335 - Methods of Teaching Elementary Mathematics Minimum Credits: 3
- EDU 359 - Writing/Literature/Elem Minimum Credits: 3
- EDU 361 - Emerging and Early Literacy: Grades K-4 Minimum Credits: 3
- EDU 362 - Literacy in the Content Areas: 4-8 Minimum Credits: 3
- EDU 363 - Literacy Facilitation for all Learners Minimum Credits: 3
- EDU 370 - Science for Early Learners Minimum Credits: 3
- EDU 419 - Integrating Social Studies/Arts in Elementary Schools Minimum Credits: 3
- EDU 440 - Differentiating Instruction Minimum Credits: 3
- SPED 210 - Early Childhood Issues/Disabilities Minimum Credits: 3
- SPED 230 - Implications of Special Education Minimum Credits: 3
- SPED 260 - Children with Exceptionalities Minimum Credits: 3
- SPED 314 - Consultation and Collaboration Minimum Credits: 3
- SPED 350 - Special Education Assessment Minimum Credits: 3
- EDU 490 - Student Teaching and Seminar Minimum Credits: 12

Total Credits: 123

Elementary Education, B.A.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The Elementary Education Program leads to teaching certification for grades K-8. The program provides graduates with comprehensive knowledge of instructional theory and practice. Students examine traditional and innovative research-based approaches to teaching a diverse population of elementary students.

Elementary Education Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Note: MAT 106 and MAT 206 are required for Teacher Certification.

Major Courses: 69 Credits

- DEV 106 - Child Development II Minimum Credits: 3
- DEV 260 - Family and Culture Minimum Credits: 3
- EDU 200 - Introduction to Education Minimum Credits: 3
- EDU 208 - Assessment, Accountability and Teaching in the Classroom Minimum Credits: 3
- EDU 235 - Learning with Technology Minimum Credits: 3
- EDU 250 - Examining Science Content Minimum Credits: 3
- EDU 266 - Exploring Social Studies Content Minimum Credits: 3
- EDU 270 - Foundations of Teaching and Learning Minimum Credits: 3
- EDU 324 - The Inclusive Classroom Minimum Credits: 3
- EDU 330 - Mathematics Instruction/Young Children Minimum Credits: 3
- EDU 335 - Methods of Teaching Elementary Mathematics Minimum Credits: 3
- EDU 359 - Writing/Literature/Elem Minimum Credits: 3
- EDU 361 - Emerging and Early Literacy: Grades K-4 Minimum Credits: 3
- EDU 362 - Literacy in the Content Areas: 4-8 Minimum Credits: 3
- EDU 363 - Literacy Facilitation for all Learners Minimum Credits: 3
- EDU 370 - Science for Early Learners Minimum Credits: 3
- EDU 419 - Integrating Social Studies/Arts in Elementary Schools Minimum Credits: 3
- EDU 440 - Differentiating Instruction Minimum Credits: 3
- SPED 260 - Children with Exceptionalities Minimum Credits: 3
- EDU 490 - Student Teaching and Seminar Minimum Credits: 12

Free Electives: 6 Credits

Total Credits: 120

English and Creative Writing, M.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

The Master of Arts in English and Creative Writing at Southern New Hampshire University emphasizes the study of literature and how literacy study informs creative work. Additionally, it offers students the opportunity to produce a professionally-competent manuscript in a chosen genre – fiction, nonfiction, poetry, or screenwriting. Weighted slightly toward the traditional study of literature in English, the program provides graduates a credible background for teaching responsibilities in both literature and genre-specific creative writing. Too, this combined M.A. degree prepares graduates for either a Ph.D. track or an M.F.A. track in further studies toward a terminal degree.

M.A. in English and Creative Writing Required Courses

- LIT 500 - Graduate Studies in Literary Theory Minimum Credits: 3
- ENG 550 - Graduate Studies in English Language Minimum Credits: 3
- ENG 670 - Seminar in Writing Instruction Minimum Credits: 3
- or
- ENG 675 - Online Teaching Experience Minimum Credits: 3

Choose three of the following:

- LIT 506 - Graduate Studies in Medieval Literature Minimum Credits: 3
- LIT 514 - Graduate Studies in American Realism and Naturalism Minimum Credits: 3
- LIT 555 - American Modernism Minimum Credits: 3
- LIT 650 - Graduate Seminar in American Literature Minimum Credits: 3
- LIT 651 - Graduate Seminar in British Literature Minimum Credits: 3
- LIT 652 - Graduate Seminar in Global Literature Minimum Credits: 3

Choose two of the following:

- ENG 523 - Screenwriting Fundamentals Minimum Credits: 3
- ENG 528 - Poetry Fundamentals Minimum Credits: 3
- ENG 529 - Fiction Fundamentals Minimum Credits: 3
- ENG 530 - Non-Fiction Fundamentals Minimum Credits: 3

Choose two of the following:

- ENG 531 - Fiction and Film Minimum Credits: 3
- ENG 532 - Studies in Place & Setting Minimum Credits: 3
- ENG 540 - Contemporary Writers and Publishing Minimum Credits: 3

Choose either one concentration or the non-concentration option:

Non-concentration option:

Choose one additional English Fundamentals course:

- ENG 523 - Screenwriting Fundamentals Minimum Credits: 3
- ENG 528 - Poetry Fundamentals Minimum Credits: 3
- ENG 529 - Fiction Fundamentals Minimum Credits: 3
- ENG 530 - Non-Fiction Fundamentals Minimum Credits: 3

Capstone Requirement:

Students who choose the non-concentration option, must also take the English and Creative Writing Capstone:

- ENG 690 - English and Creative Writing Capstone Minimum Credits: 3

Fiction

- ENG 529 - Fiction Fundamentals Minimum Credits: 3
- ENG 549 - Fiction Thesis Writing Minimum Credits: 3
- ENG 559 - Fiction Thesis Completion Minimum Credits: 3

Non-Fiction

- ENG 530 - Non-Fiction Fundamentals Minimum Credits: 3
- ENG 541 - Non-Fiction Thesis Writing Minimum Credits: 3
- ENG 551 - Nonfiction Thesis Writing II Minimum Credits: 3

Poetry

- ENG 528 - Poetry Fundamentals Minimum Credits: 3
- ENG 548 - Poetry Thesis Writing Minimum Credits: 3
- ENG 558 - Poetry Thesis Completion Minimum Credits: 3

Screenwriting

- ENG 523 - Screenwriting Fundamentals Minimum Credits: 3
- ENG 547 - Screenwriting Thesis Minimum Credits: 3
- ENG 557 - Screenwriting Thesis Part II Minimum Credits: 3

Total Credits: 36

English for Speakers of Other Languages (ESOL) Education – K-12 Certification, M.Ed.

English Language Learners are among the fastest growing segment of students in New Hampshire public schools. The Master of Education in English for Speakers of Other Languages (ESOL) Education prepares students for a career as an ESOL teacher in the United States or overseas. This program enables students to put theory into practice, through extensive field experience opportunities and formal coursework. This program provides a thorough

foundation in pedagogy, assessment, literacy, language acquisition, and linguistics. Successful graduates will meet the NH Department of Education requirements for certification in ESOL grades K-12. M.Ed. candidates in ESOL Education must complete the following specialized courses:

Required Courses

- EDU 521 - Exploring the Principles of Education Minimum Credits: 3
 - EDU 533 - Learning through Technology Minimum Credits: 3 *
 - EDU 506 - Teaching English Learners Minimum Credits: 3
 - EFL 501 - Language Learning and Acquisition Minimum Credits: 3
 - EFL 502 - Evaluation and Assessment Minimum Credits: 3
 - EFL 503 - Descriptive Linguistics of American English Minimum Credits: 3
 - EFL 504 - Introduction to Curriculum Development, Design and Implementation Minimum Credits: 3
 - EFL 526 - Aspects of Literacy/Multilingual Learner Minimum Credits: 3
 - EFL 536 - Content-Based Instruction Minimum Credits: 3
 - EFL 540 - Socio-Cultural Context of Language Teaching Minimum Credits: 3
 - EDU 571 - Student Teaching and Seminar Minimum Credits: 6
- or
- EDU 770 - Certification Internship Minimum Credits: 3
 - SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
 - Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

**Required for Teacher Certification Program (TCP) Acceptance*

Field experiences are embedded in courses.

Total Credits: 39

English Language and Literature Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in English Language and Literature by successfully completing the following five courses:

Required Courses

- LIT - Two 200-level LIT courses
- LIT - One 300-level LIT course
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3
- ENG 350 - The English Language Minimum Credits: 3

Note(s):

Students must take two LIT electives, one of which may also be used to satisfy a Fine Arts and Humanities Exploration course requirement in the University's General Education Program.

Total Credits: 15

English Language and Literature, B.A.

Interim Executive Director: Anthony Siciliano

Turn your passion for reading and writing into a career. Gain the communication and research skills needed in the workplace today. Learn to think critically and write effectively. Welcome to SNHU's BA in English language and literature program.

The BA in English language and literature degree opens up several career possibilities beyond the traditional roles of writers and teachers. English language and literature majors also go on to become lawyers, politicians, marketing communication professionals, historians, museum curators, and nonprofit directors, just to name a few.

Classes are generally small. The literature courses, for example, average about 20 students and the writing courses just about 15 students. This allows professors to keep the classes lively and highly interactive. You won't ever find yourself sitting in a huge auditorium, struggling to follow along with a lecture. In fact, some of the most unique learning opportunities might take place out of the classroom.

Because of SNHU's ideal location in the heart of New England, the birthplace of American literature, professors often build in visits to historic literary sites such as Walden Pond to add depth to the subject matter.

The program includes an extensive overview of American and British literature and a sampling of world literature. You'll also be required to take courses in linguistics, literary theory, and Shakespeare. Optional courses include Postcolonial Studies, multinational literature, as well as regularly rotating courses on single authors (Dickens or Hemingway, for example) and specific genres (drama, poetry, and the novel).

English Language and Literature Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- FAS 201 - Introduction to Humanities I Minimum Credits: 3
- FAS 202 - Introduction to Humanities II Minimum Credits: 3

Select one of the following:

- HIS - One 100-level History elective
- HIS - One 200-level History elective

Major Courses: 33 Credits

- ENG 350 - The English Language Minimum Credits: 3
- LIT 300 - Literary Theory Minimum Credits: 3
- LIT 319 - Shakespeare Minimum Credits: 3
- LIT - One 200-level Literature elective
- LIT - Three 300-level Literature electives

- LIT - One 400-level Literature elective

Select one of the following:

- LIT 485 - Senior Thesis in Literature Minimum Credits: 3 (6 credits)
- LIT - Two 300- or 400-level Literature electives

Select one of the following:

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3

Free Electives: 33 Credits**Total Credits: 120**

English, M.A.

Interim Executive Director: Anthony Siciliano

The Master of Arts in English at Southern New Hampshire University emphasizes the study of traditional and non-traditional literature and helps strengthen the students' critical interpretation skills. This program prepares students for a wide range of career choices: studies toward a doctoral degree in literature or an M.F.A.; professional degrees in law or business administration; careers in teaching on the college or secondary level; publishing, editing, public relations, research, and a variety of other industries and professions.

M.A. in English Required Courses

- ENG 550 - Graduate Studies in English Language Minimum Credits: 3
- ENG 555 - Composition Theory & Teaching of Writing Minimum Credits: 3
- LIT 500 - Graduate Studies in Literary Theory Minimum Credits: 3
- LIT 502 - Topics in American Literature Minimum Credits: 3 *
- LIT 503 - Topics in British Literature Minimum Credits: 3 *
- LIT 652 - Graduate Seminar in Global Literature Minimum Credits: 3

Choose one of the following

- LIT 650 - Graduate Seminar in American Literature Minimum Credits: 3
- LIT 651 - Graduate Seminar in British Literature Minimum Credits: 3

Note(s):

** If waived, replace with LIT electives*

Literature Electives

Choose one course from each section:

American Literature

- LIT 512 - Graduate Studies in Early American Literature Minimum Credits: 3
- LIT 513 - Graduate Studies in the American Renaissance Minimum Credits: 3
- LIT 514 - Graduate Studies in American Realism and Naturalism Minimum Credits: 3
- LIT 515 - Graduate Studies in 20th Century American Literature Minimum Credits: 3
- LIT 555 - American Modernism Minimum Credits: 3

British Literature before 1800

- LIT 506 - Graduate Studies in Medieval Literature Minimum Credits: 3
- LIT 507 - Graduate Studies in Renaissance and Restoration Literature Minimum Credits: 3
- LIT 508 - Graduate Studies in 18th Century British Literature Minimum Credits: 3
- LIT 519 - Graduate Studies in Shakespeare Minimum Credits: 3

British Literature after 1800

- LIT 509 - Graduate Studies in Romantic Literature Minimum Credits: 3
- LIT 510 - Graduate Studies in Victorian Literature Minimum Credits: 3
- LIT 511 - Graduate Studies in Modern British Literature Minimum Credits: 3

Alternative perspective/new-traditions

- LIT 528 - Graduate Studies in Multi-Ethnic Literature Minimum Credits: 3
- LIT 530 - Graduate Studies in Gender and Text Minimum Credits: 3
- LIT 545 - Graduate Studies Postcolonial Encounters Minimum Credits: 3
- LIT 550 - Graduate Studies in the Black Literary Tradition Minimum Credits: 3

Required Capstone

- LIT 690 - MA in English Capstone Minimum Credits: 3

Total Credits: 36

Environmental Science, B.S.

Executive Director: Dr. Gwendolyn Britton

The ever increasing role of science in our lives demands a scientifically literate citizenry to choose the best path into the future. According to the United States National Center for Education Statistics, "scientific literacy is the knowledge and understanding of scientific concepts and processes required for personal decision making, participation in civic and cultural affairs, and economic productivity." A scientifically literate citizen is able to evaluate independently the source, methodology and quality of scientific information and arrive at valid conclusions. Consequently, the Science

Department has developed a number of interdisciplinary science courses specifically designed to provide science literacy for the non-science majors.

Perhaps the greatest challenge in the future will focus on the environment. Environmental science is the interdisciplinary field that integrates the physical and biological sciences into the study of the environment and applies a systems approach to the solution of environmental issues. Many of the non-science faculty at SNHU share this interest in the environment and contribute a diversity of perspectives and dimensions to the major. Students with degrees in environmental science have a variety of opportunities to apply their education to the growing demand for an understanding and expertise in sustainability required by the corporate and nonprofit worlds alike. A minor in environmental studies is also offered for the non-science students who would like to add another dimension to their education.

Environmental Science Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Note: Students must take MAT 240 as part of the General Education Requirement.

Arts & Sciences Required Courses: 9 Credits

- PHL 363 - Environmental Ethics Minimum Credits: 3

Select two of the following:

- ENV 319 - US Environmental Law and Politics Minimum Credits: 3
- ENV 349 - Comparative Environmental Law and Sustainable Development Minimum Credits: 3
- GEO 200 - World Geography Minimum Credits: 3
- HIS 270 - American Environmental History Minimum Credits: 3

Major Courses: 25 Credits

- BIO 101 - General Biology Minimum Credits: 3
- BIO 101L - General Biology Lab Minimum Credits: 1
- BIO 315 - Ecological Principles and Field Methods Minimum Credits: 3
- CHM 101 - Fundamentals of Chemistry Minimum Credits: 3
- CHM 101L - Fundamentals of Chemistry Lab Minimum Credits: 1
- ENV 101 - Environmental Science Minimum Credits: 3
- ENV 250 - Environmental Research Methods Minimum Credits: 3
- ENV 344 - Environmental Science Colloquium I Minimum Credits: 1
- ENV 444 - Environmental Science Colloquium II Minimum Credits: 1
- PHY 101 - Principles of Physics Minimum Credits: 3
- PHY 105 - Geology Minimum Credits: 3

Natural Resources and Conservation Concentration: 12 Credits**Select four of the following:**

- BIO 330 - Conservation Biology Minimum Credits: 3
- ENV 305 - Global Climate Change Minimum Credits: 3
- SCI 218 - Natural Resources Minimum Credits: 3
- SCI 220 - Energy and Society Minimum Credits: 3
- SCI 333 - Waste: Sources, Reduction, & Remediation Minimum Credits: 3

Free Electives: 30 Credits**Total Credits: 121**

Environmental Studies Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

This course of study is designed for students who are working towards a degree other than Environmental Science. As environmental concerns become more relevant, a minor in Environmental Studies can enhance a student's education and expand career opportunities. Students may earn a minor in Environmental Studies by successfully completing the sequence of five courses below:

Required Courses

- PHL 363 - Environmental Ethics Minimum Credits: 3
- ENV 219 - Environmental Issues Minimum Credits: 3
- or*
- SCI 219 - Environmental Issues Minimum Credits: 3

Select three of the following:

- ENV 305 - Global Climate Change Minimum Credits: 3
- or*
- SOC 318 - Sustainable Communities Minimum Credits: 3
- ENV 325 - Industrial Ecology Minimum Credits: 3
- GEO 200 - World Geography Minimum Credits: 3
- HIS 270 - American Environmental History Minimum Credits: 3
- LIT 231 - Nature Writers Minimum Credits: 3
- SOC 350 - G.R.E.E.D. Minimum Credits: 3

Total Credits: 15

Fashion Merchandising and Management, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The business of fashion remains impervious to the economic environment. Fashion in the US is a multi-billion dollar industry. Despite economic shifts, people still buy clothing, buyers still choose fashions to sell, and retailers and contract manufacturers still make and sell clothing. Graduates of fashion merchandising management programs must demonstrate the skills, knowledge, and ability required for careers in the field.

The Fashion Merchandising and Management program at Southern New Hampshire University fills a niche in the New England fashion education marketplace. It is one of only seven such programs in New England. It provides a strong combination of business, fashion and experiential learning to students enrolled in the program. Students explore the ever-changing fashion industry by investigating how fashion apparel is developed, marketed and distributed. They learn how technological and organizational changes affect the business of fashion. Through field trips, guest speaker series and internships, students develop a broad perspective about the business of fashion. Upon successfully completing the program students develop an understanding of merchandise planning and operation systems.

Fashion Merchandising and Management Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 24 Credits

The Business Core

Major Courses: 27 Credits

- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
- FMM 204 - Textiles and Color Theory Minimum Credits: 3
- FMM 208 - History of Fashion and Costume Minimum Credits: 3
- FMM 225 - Merchandise Planning Minimum Credits: 3
- FMM 325 - Sustainability in Fashion Minimum Credits: 3
- FMM 340 - Merchandise Management Strategies Minimum Credits: 3
- FMM 410 - Fashion Research and Forecasting Minimum Credits: 3
- FMM 457 - Strategic Fashion Management Minimum Credits: 3
- MKT 490 - Marketing Internship Minimum Credits: 0 (variable credit course)

Allied Course: 3 Credits

- QSO 330 - Supply Chain Management Minimum Credits: 3

Select one of the following Fashion Focus Options: 6 Credits

Consumer Promotion Focus

Select two of the following:

- MKT 230 - Retail Sales Promotion Minimum Credits: 3
- MKT 231 - Visual Merchandising Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3

International Focus

- FMM 417 - Global Sourcing and Apparel Minimum Credits: 3
- MKT 322 - International Retailing Minimum Credits: 3

Retail Focus**Select two of the following:**

- MKT 222 - Principles of Retailing Minimum Credits: 3
- MKT 228 - Technology in Fashion and Retailing Minimum Credits: 3
- MKT 442 - Retail Management Minimum Credits: 3

Free Electives: 15 Credits**Total Credits: 120**

Fashion Merchandising Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in Fashion Merchandising by successfully completing the following courses:

Prerequisites

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 222 - Principles of Retailing Minimum Credits: 3

Required Courses

- FMM 101 - Basic Design and Color Theory Minimum Credits: 3
or
- GRA 101 - Basic Design and Color Theory Minimum Credits: 3
- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
- FMM 204 - Textiles and Color Theory Minimum Credits: 3
- FMM 225 - Merchandise Planning Minimum Credits: 3
- MKT 230 - Retail Sales Promotion Minimum Credits: 3

Total Credits: 15

Fashion Merchandising, A.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Associate Degree in Fashion Merchandising offers students a concentrated course of study that prepares them for entry-level positions in soft goods retailing or wholesaling in the fashion industry. Many students choose careers in the merchandising or operations departments of specialty, department and discount stores. Others opt for positions in manufacturers' showrooms or as sales representatives.

Fashion Merchandising students are required to participate in an internship that will combine valuable practical experience with theories learned in the classroom.

Since many of our two-year degree recipients stay on to complete four-year degree programs, the transition between the two-year Fashion Merchandising Program and its closely related four-year counterpart, the Retailing Program, is a smooth one. Students anticipating transfer to a four-year degree program should consult with their advisors regarding the most effective choices of free electives.

It also is possible for students to complement Fashion Merchandising courses with other majors, such as Marketing or Communications. Such pursuits are limited only by students' needs, interests and creativity.

Fashion Merchandising Curriculum - Associate of Science

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ECO 201 - Microeconomics Minimum Credits: 3
- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
- FMM 204 - Textiles and Color Theory Minimum Credits: 3
- FMM 225 - Merchandise Planning Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 222 - Principles of Retailing Minimum Credits: 3
- MKT 230 - Retail Sales Promotion Minimum Credits: 3
- MKT 270 - Professional Selling Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- PSY 108 - Introduction to Psychology Minimum Credits: 3
- FMK 290 - Fashion Merchandising Internship Minimum Credits: 3

Select one of the following:

- FMM 101 - Basic Design and Color Theory Minimum Credits: 3
- GRA 101 - Basic Design and Color Theory Minimum Credits: 3

Select one of the following:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3

- MAT 240 - Applied Statistics Minimum Credits: 3

Free Electives: 6 Credits

Total Credits: 60

Finance Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

This program provides students pursuing the Global M.B.A. or other master of science degree with focused study in finance theory to enable them to pursue management positions in the financial services industry, including corporations, insurance companies, banks, investment firms and government agencies. All courses taken in the Certificate Program could be applied toward an M.S. in Finance for those students who decide to continue their graduate education.

Required Courses

- ACC 500 - Managerial Accounting Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 630 - Capital Budgeting & Financing Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- FIN - One FIN elective at the 500, 600, or 700 levels.

Total Credits: 21

Finance Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in Finance by successfully completing the following six courses:

Prerequisites

- ECO 201 - Microeconomics Minimum Credits: 3 (for FIN 320 and FIN 340)

Required Courses

- ECO 202 - Macroeconomics Minimum Credits: 3
- FIN 320 - Principles of Finance Minimum Credits: 3
- FIN 330 - Corporate Finance Minimum Credits: 3
- FIN 340 - Fundamentals of Investments Minimum Credits: 3

Select two of the following:

- ECO 306 - Money and Banking Minimum Credits: 3
- FIN 250 - Personal Financial Planning Minimum Credits: 3
- FIN 260 - Risk Management and Insurance Minimum Credits: 3
- FIN 336 - Multinational Corporate Finance Minimum Credits: 3
- FIN 345 - Student Managed Investment Fund Minimum Credits: 3
- FIN 426 - Contemporary Issues in Finance Minimum Credits: 3

Total Credits: 18**Finance, M.S. (with concentration option)****Executive Director: Dr. Bruce Stetar****Associate Dean: Dr. Alexandru Manus**

The M.S. program in Finance is designed for professionals seeking the tools and knowledge needed for effective business analysis, decision-making and management in a wide variety of organizations, including non-financial corporations, banks, insurance companies, investment firms and government units. NOTE: A maximum of one (1) course may be exempted by students meeting the appropriate education criteria. As required of all M.S. degree programs offered in the School of Business, a minimum of twelve (12) courses (36 credits) are required to complete the M.S. in Finance degree. M.S. Finance students are required to fulfill the 36-credit minimum by taking finance electives as needed.

Required Courses

- ACC 500 - Managerial Accounting Minimum Credits: 3
- ECO 500 - Managerial Economics Minimum Credits: 3
- ECO 610 - Fiscal & Monetary Policies & Practices Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 620 - Money and Capital Markets Minimum Credits: 3
- FIN 630 - Capital Budgeting & Financing Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3
- FIN 670 - Option Analysis & Financial Derivatives Minimum Credits: 3
- FIN 690 - Financial Econometrics Minimum Credits: 3
- FIN 700 - Seminar in Finance Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- Select one FIN or ECO elective or INT 620 *

Note(s):

** Elective credits may be satisfied with a thesis or internship option, up to a maximum of 3 credits for internships.*

Total Credits: 39**Concentrations****M.S. Finance/Corporate Finance – Required Concentration Courses**

- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 660 - Creating Value: Merger/Acquisition Minimum Credits: 3
- FIN 665 - Long-Term Financing & Capital Structure Theory Minimum Credits: 3

M.S. Finance/Investment and Securities – Choose three Concentration Courses

- FIN 645 - Analytical Tools in Portfolio Management Minimum Credits: 3
- FIN 670 - Option Analysis & Financial Derivatives Minimum Credits: 3
- FIN 655 - International Investments/Portfolio Management Minimum Credits: 3
- INT 620 - Multinational Corporate Finance Minimum Credits: 3

Total Credits with a Concentration: 36

Forensic Accounting and Fraud Examination Graduate Certificate

Executive Director: Dr. Bruce Stetar**Associate Dean: Dr. Alexandru Manus**

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Required Courses

- ACC 646 - Intro to Forensic Accounting/Fraud Exam Minimum Credits: 3
- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3

Total Credits: 12

Game Design and Development Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Game Design and Development by successfully completing the following five courses:

Required Courses

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
or
- GAM 135^ - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
or
- GAM 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
or
- GAM 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3
or
- GAM 305 - Digital Game Development Minimum Credits: 3
- GDD - One GDD Elective (as recommended by an advisor)

Total Credits: 15

Game Design and Development, B.A. (with concentration option)

Executive Director: Dr. Gwendolyn Britton

The B.A. in Game Design and Development focuses on the creative design facet of game production. Students become familiar with creating game assets, building game environments, characters, character animation, game interface design, and interactive storytelling. Particular attention is given the game artist's role in game development collaboration through the production pipeline. Students learn to take an idea to concept and model creation while gaining knowledge of the most used techniques in the gaming industry for a wide variety of platforms (mobile, console, PC).

Game Design and Development Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- COM 212 - Public Speaking Minimum Credits: 3
- PSY 108 - Introduction to Psychology Minimum Credits: 3

Choose one of the following:

- BIO 210 - Introduction to Anatomy and Physiology Minimum Credits: 3
- MAT 350 - Applied Linear Algebra Minimum Credits: 3

Major Courses: 33 Credits

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3
- IT 430 - 3-D Modeling and Animation Minimum Credits: 3
- IT 450 - Artificial Intelligence Minimum Credits: 3
- IT 465 - Digital Multimedia Development Minimum Credits: 3

Select four courses within one of the following concentrations:**Visual and Interactive Storytelling**

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- COM 327 - Screenwriting for Media Arts Minimum Credits: 3
- LIT 229 - World Mythology Minimum Credits: 3
- LIT 322 - Popular and Contemporary Fiction Minimum Credits: 3

Game Development and Supporting Technologies

- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 230 - Software Development with C#.NET Minimum Credits: 3
- IT 232 - Software Development w/C++.NET Minimum Credits: 3
- IT 315 - Object Oriented Analysis and Design Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3

Free Electives: 33 Credits**Total Credits: 120****Game Design and Development, B.S. (with concentration option)****Executive Director: Dr. Gwendolyn Britton**

Electronic gaming has become one of the most popular forms of entertainment in the world today. It is used also for education, training, and other serious purposes. The Bachelor of Science in Game Design and Development (GDD) prepares students to succeed in this rapidly expanding field. Students complete the business core and a set of required GDD courses which give them a solid preparation for entry into the electronic gaming industry. Students also select GDD electives in order to enhance their background in this relatively new career field and to focus their

particular interests in the gaming industry. Students may concentrate their GDD electives in Interactive Storytelling or Game Development.

Game Design and Development Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 24 Credits

The Business Core

Major Courses: 33 Credits

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
or
- GAM 135^ - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
or
- GAM 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
or
- GAM 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3
or
- GAM 305 - Digital Game Development Minimum Credits: 3
- IT 430 - 3-D Modeling and Animation Minimum Credits: 3
or
- GAM 430^ - 3-D Modeling and Animation Minimum Credits: 3
- IT 450 - Artificial Intelligence Minimum Credits: 3
or
- GAM 450 - Artificial Intelligence Minimum Credits: 3
- IT 465 - Digital Multimedia Development Minimum Credits: 3
or
- GAM 465 - Digital Multimedia Development Minimum Credits: 3

Select four courses within one of the following concentrations:

Interactive Storytelling and Supporting Arts

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- LIT 229 - World Mythology Minimum Credits: 3
- LIT 322 - Popular and Contemporary Fiction Minimum Credits: 3
- COM 327 - Screenwriting for Media Arts Minimum Credits: 3

Game Development and Supporting Technologies

- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 230 - Software Development with C#.NET Minimum Credits: 3
- IT 232 - Software Development w/C++.NET Minimum Credits: 3
- IT 315 - Object Oriented Analysis and Design Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3

Free Electives: 18 Credits

Total Credits: 120

Gender Studies Minor

The minor in gender studies offers students of any major an interdisciplinary examination of gender across cultures. Students may declare the minor by filling out the Undergraduate Program Modification form and taking five courses with a significant focus on gender (from an evolving list of offerings).

Required Courses

Take Five of the following:

- SOC 320 - Sociology of Gender Minimum Credits: 3
- SOC 330 - Sociology of Minority Relations Minimum Credits: 3
- LIT 330 - Gender and Text Minimum Credits: 3
- PSY 319 - Social Development: Child and Adolescent Minimum Credits: 3
- PSY 331 - Human Sexuality Minimum Credits: 3
- FAS 380 - Women, Art and Society Minimum Credits: 3
- DEV 260 - Family and Culture Minimum Credits: 3

Total Credits: 15

General Studies in Education, B.A.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The General Studies in Education Program provides students not seeking certification a degree in the field of education.

A plan of study allows the individual to design a program to accomplish career goals in the areas of educational services or related fields that do not require certification. Individuals may select courses from related disciplines to complete the 45 credit hours for the General Studies in Education program. Students design a plan of study with an academic advisor from the School of Education. Acceptance into the major requires approval by the faculty.

General Studies in Education Curriculum - Bachelor of Arts**General Education Program: 45 Credits**

The General Education Program

Major Courses: 12 Credits

- EDU 200 - Introduction to Education Minimum Credits: 3
- EDU 208 - Assessment, Accountability and Teaching in the Classroom Minimum Credits: 3
- EDU 235 - Learning with Technology Minimum Credits: 3
- SPED 260 - Children with Exceptionalities Minimum Credits: 3

Allied Disciplines: 45 Credits

Student proposed as approved by the faculty.

Free Electives: 18 Credits**Total Credits: 120****General Studies, B.A.****Interim Executive Director: Anthony Siciliano**

The purpose of the B.A. General Studies is to serve those students who want a broad general education without an in-depth study in one discipline area. This program provides students a broad education that permits them the freedom to take coursework in multiple academic disciplines but, at the same time, allows them to earn a concentration in one area of study. The degree consists of four separate sections. The first section of 45 credits is the university general education core. The core provides the broad general education that the university believes should be the foundation for all SNHU students. The second component of the degree consists of a degree planning course. The third section of the general studies degree is the 12 credit concentration. The final section of the general studies degree consists of 60 credits of free electives for students. These free electives serve multiple purposes. First, they enable the student to explore different discipline areas; an exploration that may lead to their changing their general studies degree to a specific discipline major or it may lead them to continue their general studies program with a specific concentration. Free electives also allow students who have chosen a concentration to complete any prerequisites that may be required for courses in that program.

Students must take/transfer twelve credits of 300-400 level coursework in the BA General Studies program.

General Studies Curriculum - Bachelor of Arts**General Education Program: 45 Credits**

The General Education Program

Major Courses: 3 Credits

- IND 201 - Self-Designed Degree Program Planning Minimum Credits: 3

Select one concentration: 12 Credits

Concentration Courses: *The following list includes the concentrations permitted within the BA General Studies degree. Students in the General Studies degree program, in consultation with their IND-201 instructor, will select a concentration from the following list and take/transfer in courses within their indicated concentration. Students may take no more than two 100-level courses in any concentration.*

Accounting

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ACC 207 - Cost Accounting Minimum Credits: 3
- ACC - One 300/400-level Accounting elective

Forensic Accounting and Fraud Examination

- ACC 308 - Intermediate Accounting II Minimum Credits: 3
- ACC 421 - Auditing and Forensic Accounting Minimum Credits: 3
- ACC 423 - Detection/Prevention Fraudulent Financial Statements Minimum Credits: 3
- ACC 425 - Interview Techniques/Legal Aspects Fraud Minimum Credits: 3

Accounting / Finance

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- FIN 320 - Principles of Finance Minimum Credits: 3
- FIN - One Finance elective

Accounting Information Systems

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- IT - Two Information Technology electives

Advertising

- ADV 263 - Advertising Copy and Design Minimum Credits: 3
- ADV 340 - Advertising Media Planning Minimum Credits: 3
- ADV 428 - Promotional Research & Media Management Minimum Credits: 3
- ADV 429 - Advertising Campaigns Minimum Credits: 3

Applied Political Science

- POL 210 - American Politics Minimum Credits: 3
- POL 370 - Analysis and Research in Political Science Minimum Credits: 3

Select two of the following:

- POL 211 - International Relations Minimum Credits: 3
- POL 309 - American State and Local Government Minimum Credits: 3
- POL 313 - Political Theory and Applications Minimum Credits: 3
- POL 327 - US Government and Contemporary Issues Minimum Credits: 3
- POL 328 - The Legal System in America Minimum Credits: 3
- POL 360 - Introduction to Comparative Politics Minimum Credits: 3
- POL 364 - Globalization and World Politics Minimum Credits: 3
- POL 371 - Political Parties and Interest Groups Minimum Credits: 3
- POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
- POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3

Campaign Leadership

- POL 210 - American Politics Minimum Credits: 3
- POL 371 - Political Parties and Interest Groups Minimum Credits: 3
- POL 372 - Campaign Finance and Fundraising Minimum Credits: 3
- POL 374 - Campaign Organizing and Mobilization Minimum Credits: 3

Business Administration

- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 211 - Human Resource Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3

Business Information Systems

- IT - Two Information Technology electives
- MAT - Two Mathematics electives

Business Studies**Select four of the following:**

No more than two from each subject area

- ACC - Accounting elective
- BUS - Business elective
- ECO - Economics elective
- FIN - Finance elective
- OL - Organizational Leadership elective
- QSO - Quantitative Studies elective

Small Business Management

- OL 215 - Principles of Management Minimum Credits: 3

- OL 317 - Small Business Management Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 321 - Business Plan Preparation Minimum Credits: 3

Business Studies / Sports Management

- OL - Two Organizational Leadership electives
- SPT - Two Sport Management electives

Communication

- COM 212 - Public Speaking Minimum Credits: 3

Select three of the following:

- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- COM 227 - Public Relations Minimum Credits: 3
- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- COM 232 - Desktop Publishing Minimum Credits: 3
- COM 235 - Introduction to Journalism Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- COM 320 - Exploring World Cultures/Mass Media Minimum Credits: 3
- COM 430 - Organizational Communications Minimum Credits: 3
- COM 490 - Communication Internship Minimum Credits: 0 (variable credit course)

Professional Writing

- COM 325 - Editing for Media and Publication Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 341 - Technical Writing Minimum Credits: 3
- COM 445 - Writing for New Media Minimum Credits: 3

Public Relations

Select four of the following:

- COM 227 - Public Relations Minimum Credits: 3
- COM 336 - Electronic Public Relations Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 448 - Media Ethics and Law Minimum Credits: 3
- COM 452 - Public Relations Campaign Planning Seminar Minimum Credits: 3

Computer Informational Technology

- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3

- IT 340 - Network and Telecommunication Management Minimum Credits: 3

Creative Writing and English

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3

Select three of the following:

- ENG 323 - Intro to Screenwriting Workshop Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3
- ENG 350 - The English Language Minimum Credits: 3

Creative Writing and English / Fiction

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 349 - Intermediate Fiction Writing Workshop Minimum Credits: 3
- ENG 359 - Advanced Fiction Writing Workshop Minimum Credits: 3

Creative Writing and English / Nonfiction

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3
- ENG 341 - Intermediate Nonfiction Writing Workshop Minimum Credits: 3
- ENG 351 - Advanced Nonfiction Writing Workshop Minimum Credits: 3

Creative Writing and English / Poetry

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 348 - Intermediate Poetry Writing Workshop Minimum Credits: 3
- ENG 358 - Advanced Poetry Writing Workshop Minimum Credits: 3

Creative Writing and English / Screenwriting

- ENG 226 - Introduction to Creative Writing Minimum Credits: 3
- ENG 323 - Intro to Screenwriting Workshop Minimum Credits: 3
- ENG 347 - Intermediate Screenwriting Workshop Minimum Credits: 3
- ENG 357 - Advanced Screenwriting Workshop Minimum Credits: 3

English Language and Literature

****ENG-101; ENG-120; ENG-122; ENG-123; ENG-200 are not applicable****

- ENG - One English elective
- LIT - Three Literature electives

Fashion Merchandising

- FMM 101 - Basic Design and Color Theory Minimum Credits: 3
- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
- FMM 204 - Textiles and Color Theory Minimum Credits: 3
- MKT - One 300/400-level Marketing elective

Finance / Economics

- FIN - Two Finance electives
- ECO - Two Economics electives

History**Select four of the following:**

- HIS 113 - United States History I: 1607-1865 Minimum Credits: 3
- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
- HIS 117 - World Civilizations, Prehistory to 1500 Minimum Credits: 3
- HIS 118 - World Civilizations, 1500 to Present Minimum Credits: 3
- HIS 220 - Modern European History: 1890-Present Minimum Credits: 3
- HIS 245 - United States History since 1945 Minimum Credits: 3
- HIS 314 - European Conquest of New World Minimum Credits: 3
- HIS 321 - The Ancient World of Greece and Rome Minimum Credits: 3
- HIS 340 - Making History Minimum Credits: 3
- HIS 460 - History Research Seminar Minimum Credits: 3

European History**Select four of the following:**

- HIS 117 - World Civilizations, Prehistory to 1500 Minimum Credits: 3
- HIS 118 - World Civilizations, 1500 to Present Minimum Credits: 3
- HIS 220 - Modern European History: 1890-Present Minimum Credits: 3
- HIS 240 - World War I Minimum Credits: 3
- HIS 241 - World War II Minimum Credits: 3
- HIS 314 - European Conquest of New World Minimum Credits: 3
- HIS 321 - The Ancient World of Greece and Rome Minimum Credits: 3
- HIS 340 - Making History Minimum Credits: 3
- HIS 374 - The Renaissance and the Reformation Minimum Credits: 3
- HIS 460 - History Research Seminar Minimum Credits: 3

American History**Select four of the following:**

- HIS 113 - United States History I: 1607-1865 Minimum Credits: 3

- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
- HIS 245 - United States History since 1945 Minimum Credits: 3
- HIS 330 - Civil War and Reconstruction Minimum Credits: 3
- HIS 332 - Colonial New England Minimum Credits: 3
- HIS 338 - Young America Minimum Credits: 3
- HIS 340 - Making History Minimum Credits: 3
- HIS 460 - History Research Seminar Minimum Credits: 3

Middle Eastern History

- HIS 371 - History of the Middle East I Minimum Credits: 3
- HIS 372 - History of the Middle East II Minimum Credits: 3
- HIS 373 - Arab-Israeli Conflict Minimum Credits: 3
- HIS - One History elective

Military History

- HIS - One History elective

Select three of the following:

- HIS 223 - Modern War & Society Minimum Credits: 3
- HIS 240 - World War I Minimum Credits: 3
- HIS 241 - World War II Minimum Credits: 3
- HIS 245 - United States History since 1945 Minimum Credits: 3
- HIS 330 - Civil War and Reconstruction Minimum Credits: 3

Human Resource Management

- OL - One Organizational Leadership elective

Select three of the following:

- OL 211 - Human Resource Management Minimum Credits: 3
- OL 318 - Employee and Labor Relations Minimum Credits: 3
- OL 325 - Total Rewards Minimum Credits: 3
- OL 442 - Human Resource Strategy and Development Minimum Credits: 3

International Business

- INT 113 - Introduction to International Business Minimum Credits: 3
- INT 309 - Legal Environment of International Business Minimum Credits: 3
- INT 315 - International Management Minimum Credits: 3
- INT 316 - Cultural & Political Environment of International Business Minimum Credits: 3

Justice Studies

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3

Select one of the following:

- JUS 102 - American Policing Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3

Select two of the following:

- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 455 - Legal Traditions Minimum Credits: 3

Crime and Criminology

Select two of the following:

- JUS 211 - Organized Crime Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3

Select one of the following:

- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3

Select one of the following:

- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3

Law and Legal Process

- BUS 206 - Business Law I Minimum Credits: 3
- POL - One Politics elective

Select two of the following:

- JUS 261 - Judicial Administration Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3

- JUS 331 - Juvenile Justice System Minimum Credits: 3
- JUS 376 - Criminal Procedure Minimum Credits: 3
- JUS 485 - Forensic Law Minimum Credits: 3

Policing and Law Enforcement

Select four of the following:

- JUS 102 - American Policing Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 201 - Criminal Investigation Minimum Credits: 3
- JUS 345 - Probation and Parole Minimum Credits: 3
- JUS 394 - Problems in Policing Minimum Credits: 3
- JUS 465 - Police Organization and Management Minimum Credits: 3

Terrorism and Homeland Security

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Select one of the following:

- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3

Marketing

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT - One Marketing elective
- MKT - Two 300/400-level Marketing electives

Social Media Marketing

- MKT 355 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 455 - Social Media Marketing Campaigns Minimum Credits: 3
- MKT - One Marketing elective

Select one of the following:

- COM 310 - Social Media Minimum Credits: 3
- MKT 229 - Principles of Integrated Marketing Communications Minimum Credits: 3

Mathematics

****MAT-050 is not applicable****

- MAT - Four Mathematics electives

****The mathematics courses taken as general education courses do not count towards this concentration****

Operations and Project Management

- QSO 300 - Operations Management Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3

Psychology

- PSY - Two Psychology electives
- PSY - Two 300/400-level Psychology electives

Addictions

- PSY 200 - Foundations of Addictions Minimum Credits: 3
- PSY 406 - Contemporary Issues in Addictions Minimum Credits: 3

Select two of the following:

- PSY 225 - Health Psychology Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3

Applied Psychology

- PSY 407 - Contemporary Issues in Applied Psychology Minimum Credits: 3

Select three of the following:

- PSY 201 - Educational Psychology Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 225 - Health Psychology Minimum Credits: 3
- PSY 226 - Sport Psychology Minimum Credits: 3
- PSY 258 - Industrial Organizational Psychology Minimum Credits: 3
- PSY 442 - Community Psychology Minimum Credits: 3

Child and Adolescent Development

- PSY 314 - Disorders of Childhood and Adolescence Minimum Credits: 3
- PSY 321 - Issues in Childhood Development Minimum Credits: 3
- PSY - Two Psychology electives

Industrial Organizational Psychology

- PSY 258 - Industrial Organizational Psychology Minimum Credits: 3

Select three of the following:

- PSY 108 - Introduction to Psychology Minimum Credits: 3
- PSY 224 - Research II: Scientific Investigations Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 305 - Cognitive Psychology Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3

Social Psychology

Select four of the following:

- PSY 323 - Psychology of Gender Minimum Credits: 3
- PSY 324 - Cross-Cultural Psychology Minimum Credits: 3
- PSY 326 - Social Cognition and Perception Minimum Credits: 3
- PSY 327 - Social Influence Minimum Credits: 3
- PSY 405 - Contemporary Issues in Social Psychology Minimum Credits: 3

Public Administration

****No more than two from POL or SOC electives****

Select four of the following:

- PAD - Public Administration elective
- CED - Community Economic Development elective
- POL - Political Science elective
- SOC - Sociology elective

Retailing

- MKT 222 - Principles of Retailing Minimum Credits: 3
- MKT 322 - International Retailing Minimum Credits: 3

Select two of the following:

- OL - Organizational Leadership elective
- QSO - Quantitative Studies elective
- FMM - Fashion Merchandising Management elective

Social Entrepreneurship

Select four of the following:

- CED 301 - Intro Community Economic Development Minimum Credits: 3
- CED 335 - Social Issues and Economic Policies CED Minimum Credits: 3
- CED 405 - Financial Literacy for Social Services Minimum Credits: 3

- OL 215 - Principles of Management Minimum Credits: 3
- OL 265 - Intro to Managing Not-for-Profit Orgs Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 326 - Social Environment of Business Minimum Credits: 3
- PAD 330 - Public Administration Minimum Credits: 3
- PHL 316 - Business Ethics Minimum Credits: 3

Sociology

- SOC - Two Sociology electives
- SOC - Two 300/400-level Sociology electives

Sport Management

- SPT 111 - Introduction to Sport Management Minimum Credits: 3
- SPT 201 - Governance/Management of Sport Organizations Minimum Credits: 3

Select two of the following:

- SPT 208 - Sport Marketing Minimum Credits: 3
- SPT 307 - Sport Law Minimum Credits: 3
- SPT 319 - Sport Sales and Promotions Minimum Credits: 3
- SPT 320 - Media/Public Relations in Sport Minimum Credits: 3

Free Electives: 60 Credits

Total Credits: 120

Graphic Design and Media Arts, B.A.

Interim Executive Director: Anthony Siciliano

The mission of the SNHU Graphic Design major is to equip students to be professional graphic designers competent in the latest design technologies and educated in the cultural contexts of the liberal arts. The SNHU Graphic Design major is the most technologically oriented B.A. graphics program in the region. Its graduates are equipped with high level skills using professional equipment that makes them competitive in the marketplace. At the same time, its grounding in liberal education and the humanities gives students a cultural frame of reference that enriches them both professionally and personally. Their liberal arts background prepares them for undertaking "real-world" visual communication projects that demand an understanding of a broad range of content. Professional graphic designers turn ideas into visual statements. The Graphic Design major is the program of choice for students who have artistic talent or interests and also seek meaningful creative employment upon graduation.

Graphic Design and Media Arts Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- BIO 210 - Introduction to Anatomy and Physiology Minimum Credits: 3
- COM 212 - Public Speaking Minimum Credits: 3
- HIS - One 200+ level History elective

Major Courses: 33 Credits

- COM 128 - Language and Practice of Media Arts Minimum Credits: 3
- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- COM 232 - Desktop Publishing Minimum Credits: 3
- FAS 226 - Digital Photography Minimum Credits: 3
- GRA 101 - Basic Design and Color Theory Minimum Credits: 3
- GRA 220 - Introduction to Digital Imaging Minimum Credits: 3
- GRA 310 - Digital Graphic Design for the Web Minimum Credits: 3
- GRA 340 - Typography Minimum Credits: 3
- GRA 410 - Advanced Digital Graphic Design for Web Minimum Credits: 3
- GRA 420 - Advanced Digital Imaging Minimum Credits: 3

Select one of the following:

- FAS 320 - History of Design Minimum Credits: 3
- FAS 326 - History of Photography Minimum Credits: 3

Free Electives: 33 Credits**Total Credits: 120**

Graphic Design Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Graphic Design by successfully completing the following five courses in addition to the degree requirements of the student's major:

Required Courses

- COM 230 - Graphics and Layout in Print Media Minimum Credits: 3
- COM 232 - Desktop Publishing Minimum Credits: 3
- FAS 342 - Modernism Minimum Credits: 3
- GRA 220 - Introduction to Digital Imaging Minimum Credits: 3
- GRA 310 - Digital Graphic Design for the Web Minimum Credits: 3

Total Credits: 15

Health Information Management, B.S. (with concentration option)

Executive Director: Dr. Sherrie Palmieri

Health Information (HI) professionals possess the knowledge, attitudes, and skills to facilitate effective integration of technology to meet the legal, fiscal, human, and regulatory processes needed to effectively run healthcare organizations.

The need for qualified HI professionals to facilitate the transition, implementation, and ongoing management of health information systems that support the goals of an effective and efficient healthcare system is growing substantially. The provisions of the American Recovery and Reinvestment Act (ARRA) to invest in rapid implementation and meaningful use of electronic health records accelerate this demand. However, the US Bureau of Labor Statistics' (BLS's) data projects the number of active HI professionals will fall well below the necessary level to accomplish this transformation. This shortfall is due to an aging workforce, coupled with an insufficient number of graduates from too few HI academic programs (AHIMA, 2009).

The AHIMA calls upon leaders of the healthcare industry and federal and state governments to support and fund the education necessary to ensure adequate numbers of HI professionals are in place to provide access to accurate, complete health information in this transitional electronic environment, and to manage, sustain, and improve our nation's use of health information in the years to come. This goal of this program is to help close the gap between supply and demand of HI professionals.

Health Information Management Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Note: Students must take BIO 210 and MAT 240 as part of the General Education Requirement.

Major Courses: 45 Credits

- HCM 200 - Introduction to Health Information Technology Minimum Credits: 3
- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 204 - Intro to Data and Information Management Minimum Credits: 3
- HCM 220 - Healthcare Data Management Minimum Credits: 3
- HCM 215 - Coding & Classification Systems Minimum Credits: 3
- HCM 310 - Pathophysiology and Pharmacology Concepts Minimum Credits: 3
- HCM 340 - Healthcare Delivery Systems Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- HCM 345 - Healthcare Reimbursement Systems Minimum Credits: 3
- HCM 350 - Communication and Technologies Minimum Credits: 3
- HCM 360 - Coding and Classifications Systems II Minimum Credits: 3
- HCM 420 - Ethical Considerations of Healthcare Minimum Credits: 3
- HCM 430 - Healthcare Quality Management Minimum Credits: 3
- HCM 450 - Healthcare Management and Finance Minimum Credits: 3
- HCM 480 - Healthcare Management Capstone Minimum Credits: 3

Major Electives or Professional Practice Concentration: 9 Credits

Students select three additional HCM, IHP, or PHE electives or choose the concentration

Professional Practice Concentration

- OL 211 - Human Resource Management Minimum Credits: 3
- DAT 220 - Fundamentals of Data Mining Minimum Credits: 3
- HCM 445 - Professional Practical Experience Minimum Credits: 3

Free Electives: 21 Credits**Total Credits: 120****Health Promotion, B.S.****Executive Director: Dr. Sherrie Palmieri**

Health promotion is a discipline that seeks to improve the health of individuals and communities through education, behavioral change, and environmental improvement. Health promotion draws from a number of complementary disciplines, such as psychology, sociology, the biological and clinical sciences, to help individuals and communities change their behaviors and improve their environments. In short, health promotion is "the process of enabling people to increase control over and to improve their health." (Ottawa Charter, First International Conference of Health Promotion, 1986)cas.ou.edu/what-is-health-promotion.

Health Promotion Curriculum - Bachelor of Science**General Education Program: 45 Credits**

The General Education Program

Major Courses: 51 Credits

- COM 212 - Public Speaking Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- HCM 210 - Health Promotion Minimum Credits: 3
- HCM 330 - Principles of Epidemiology Minimum Credits: 3
- IHP 220 - Applied Nutrition Minimum Credits: 3
- IHP 323 - Health Aspects of Human Sexuality Minimum Credits: 3
- IHP 325 - Dimensions of Mental Health Minimum Credits: 3
- PHE 101 - Foundations of Public Health Minimum Credits: 3
- PHE 321 - Biological Concepts for Public Health Minimum Credits: 3
- PHE 327 - Research and Assessment in Public Health Minimum Credits: 3
- PHE 423 - Evaluation Methods in Public Health Minimum Credits: 3
- PHE 425 - Program Planning in Public Health Minimum Credits: 3
- PHL 246 - Understanding Non-Western Philosophy Minimum Credits: 3
- PSY 201 - Educational Psychology Minimum Credits: 3
- PSY 225 - Health Psychology Minimum Credits: 3

- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 328 - Sociology of Aging Minimum Credits: 3

Free Electives: 24 Credits

Total Credits: 120

Healthcare Administration, M.S.M.

Executive Director: Dr. Sherrie Palmieri

Developed according to standards within The Healthcare Leadership Alliance and **American College of Healthcare Executives (ACHE)**, Healthcare Executive Competencies Assessment Tool (2010), the MSM in Healthcare Administration degree curriculum provides essential learning to meet the requirements within the 'Business Skills and Knowledge' competency:

- General Management
- Financial Management
- Human Resource Management
- Organizational Dynamics and Governance
- Strategic Planning and Marketing
- Information Management
- Risk Management
- Quality Improvement

With the core business foundation courses, students will have the ability to apply business principles, including systems thinking to the healthcare environment. To address the fourth competency, 'Knowledge of the Healthcare Environment,' Southern New Hampshire University's MSM in Healthcare Administration degree provides students with a solid understanding of the healthcare system and the environment in which healthcare managers and providers function. These healthcare competencies considered an essential competency according to The Healthcare Leadership Alliance and ACHE include:

- Healthcare Systems and Organizations
- Healthcare Personnel
- The Patient's Perspective
- The Community and the Environment

M.S.M. Healthcare Administration Required Courses

Foundation Course (as needed)

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3

Management Core Courses

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3
- MKT 668 - Services Marketing Minimum Credits: 3
- CSR 610 - Business Ethics and Culture Minimum Credits: 3
- MGT 700 - Critical Issues in Management Capstone Minimum Credits: 3

Specialty Healthcare Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- IHP 504 - Healthcare Policy and Financing Minimum Credits: 3
- IHP 505 - Leadership in Clinical Microsystems and Process Minimum Credits: 3
- IHP 605 - Error Science, Risk Assess & Disclosure Minimum Credits: 3
- IHP 610 - Health Policy, Law, Ethics, and Regulation Minimum Credits: 3

Choose two electives

- CSR 510 - Strategic Corporate Social Responsibility Minimum Credits: 3
- HCM 525 - Inferential Statistics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- IHP 501 - Global Health and Diversity Minimum Credits: 3
- MKT 660 - Marketing Strategies for Not-For-Profit Organizations Minimum Credits: 3
- MKT 690 - Corporate Communications Minimum Credits: 3
- QSO 610 - Management of Service Operations Minimum Credits: 3
- WCM 610 - Intro Org Conflict Management Minimum Credits: 3
- Any one 600 level OL Course
- Any one 600 level PAD Course
- Any one 600 level PSY Course

Total Credits: 36

Healthcare Management, B.S.

Executive Director: Dr. Sherrie Palmieri

Healthcare will generate 3.2 million new wage and salary jobs between 2008 and 2018, more than any other industry, largely in response to rapid growth in the elderly population (Bureau of Labor Statistics, 2011). With the high demand for healthcare comes an increase demand for healthcare administrators, which is expected to experience a 16% job growth between 2008 and 2018. The Bachelor of Science in Healthcare Management program provides students with the knowledge, skills, attitudes and competencies to effectively manage within the complex healthcare delivery system. The management oriented curriculum offers students the opportunity to enhance knowledge of leadership while exploring contemporary issues in healthcare from the business perspective.

Healthcare Management Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Note: Students must take BIO 210, MAT 240, PHL 212 as part of the General Education Requirement.

Business Core: 24 Credits

The Business Core

Major Courses: 33 Credits

- HCM 205 - Medical Terminology Minimum Credits: 3
- HCM 210 - Health Promotion Minimum Credits: 3
- HCM 215 - Coding & Classification Systems Minimum Credits: 3
- HCM 220 - Healthcare Data Management Minimum Credits: 3
- HCM 330 - Principles of Epidemiology Minimum Credits: 3
- HCM 340 - Healthcare Delivery Systems Minimum Credits: 3
- HCM 345 - Healthcare Reimbursement Systems Minimum Credits: 3
- HCM 420 - Ethical Considerations of Healthcare Minimum Credits: 3
- HCM 430 - Healthcare Quality Management Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- HCM 480 - Healthcare Management Capstone Minimum Credits: 3

Free Electives: 18 Credits**Total Credits: 120**

Higher Education Administration, M.S.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The field of higher education administration continues to evolve as it tries to keep pace with revolutionary changes in learning, technology, student demographics, and myriad regulations in our increasingly inclusive 21st century world. Effective administrators embrace this complexity and are now, more than ever, required to make empirical data-based decisions to create fiscally sound programs that capably address students' academic and non-academic needs. Furthermore, effective administrators must collaboratively craft accountability and evidence-based continuous improvement plans that will further the success of these programs and the university mission.

The Master of Science in Higher Education Administration degree program equips graduates with the analytical skills necessary for leading within an institution of higher education in the 21st Century. After post-secondary education foundations are established, heavy emphasis is placed on the use of empirical research, data-centric decision-making and analytical problem-solving across various higher education contexts. Students will analyze and work with a variety of datasets to derive/infer the effectiveness of initiatives, draw data-based conclusions, and apply findings to solve real world problems.

Higher Education Administration Curriculum - Master of Science

Major Courses: 27 credits

- HEA 510 - Philosophy and History of Higher Education Minimum Credits: 3
- HEA 520 - Contemporary Issues in Higher Education Minimum Credits: 3
- HEA 530 - Data-Driven Decision-Making in Higher Education Minimum Credits: 3
- HEA 540 - Program Evaluation Minimum Credits: 3
- HEA 550 - Higher Education Law and Regulation Minimum Credits: 3
- HEA 610 - Enrollment Management and Marketing Minimum Credits: 3
- HEA 620 - Financial Management in Higher Education Minimum Credits: 3

- HEA 630 - Leading Change in Higher Education Minimum Credits: 3
- HEA 690 - Capstone in Higher Education Minimum Credits: 3

Program Electives: 9 Credits

Choose two (2) from:

- HEA 560 - Education Policy Making Minimum Credits: 3
- HEA 640 - Critical Issues in Student Affairs Minimum Credits: 3
- HEA 660 - Community College Administration Minimum Credits: 3

Choose one (1) from above or:

- COM 600 - Communication for Leadership Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3

Total Credits: 36

History Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in History by successfully completing five history courses.

Required Courses

Students must complete one year of a survey, either:

- HIS 117 - World Civilizations, Prehistory to 1500 Minimum Credits: 3
and
- HIS 118 - World Civilizations, 1500 to Present Minimum Credits: 3
or
- HIS 113 - United States History I: 1607-1865 Minimum Credits: 3
and
- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
- HIS - Three HIS electives

Note(s):

Students who have taken one of the survey courses to meet the General Education requirement must take four courses in addition to the two surveys.

Total Credits: 18

History, B.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

The History Major at Southern New Hampshire University is designed to be both comprehensive and flexible when compared to undergraduate programs throughout the country. Students receive a broad foundation in United States

history and Western Civilization, primarily through primary sources, and then may, in consultation with their advisor, design their own course of study incorporating coursework from throughout the university. Students may choose a general course based in United States, European, or world studies, or may organize their degree around a specific theme such as religion, African-American, political, social, intellectual, or economic topics to name a few. All history majors complete required courses in historical methods and a senior colloquium where they write a senior thesis. In addition, the student may pursue a secondary interest in more depth since the major allows for 21 credits in electives.

History Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- COM 212 - Public Speaking Minimum Credits: 3

Select one of the following:

- 200-level LIT
- 300-level LIT

Select one of the following:

- FAS 201 - Introduction to Humanities I Minimum Credits: 3
- FAS 202 - Introduction to Humanities II Minimum Credits: 3
- MUS 223 - Appreciation and History of Music Minimum Credits: 3
- FAS 370 - American Art Minimum Credits: 3

Major Courses: 33 Credits

- HIS 113 - United States History I: 1607-1865 Minimum Credits: 3
- HIS 114 - United States History II: 1865-Present Minimum Credits: 3
(HIS 114 above will fulfill a requirement of the general education program and thus is not counted as a credit in the major.)
- HIS 117 - World Civilizations, Prehistory to 1500 Minimum Credits: 3
- HIS 118 - World Civilizations, 1500 to Present Minimum Credits: 3
- HIS 340 - Making History Minimum Credits: 3
- HIS 460 - History Research Seminar Minimum Credits: 3
- HIS - Six 200+ level History electives

Select one concentration or select three additional free elective courses:

American History

Select three of the following:

- HIS 245 - United States History since 1945 Minimum Credits: 3

- HIS 270 - American Environmental History Minimum Credits: 3
- HIS 319 - African-American History since the Civil War Minimum Credits: 3
- HIS 330 - Civil War and Reconstruction Minimum Credits: 3
- HIS 332 - Colonial New England Minimum Credits: 3
- HIS 338 - Young America Minimum Credits: 3
- HIS 357 - American Slavery Minimum Credits: 3

European History

Select three of the following:

- HIS 220 - Modern European History: 1890-Present Minimum Credits: 3
- HIS 235 - Modern Russia Minimum Credits: 3
- HIS 240 - World War I Minimum Credits: 3
- HIS 241 - World War II Minimum Credits: 3
- HIS 314 - European Conquest of New World Minimum Credits: 3
- HIS 321 - The Ancient World of Greece and Rome Minimum Credits: 3
- HIS 374 - The Renaissance and the Reformation Minimum Credits: 3

Middle Eastern Studies

- HIS 371 - History of the Middle East I Minimum Credits: 3
- HIS 372 - History of the Middle East II Minimum Credits: 3
- HIS 373 - Arab-Israeli Conflict Minimum Credits: 3

Military History

Select three of the following:

- HIS 223 - Modern War & Society Minimum Credits: 3
- HIS 240 - World War I Minimum Credits: 3
- HIS 241 - World War II Minimum Credits: 3
- HIS 245 - United States History since 1945 Minimum Credits: 3
- HIS 330 - Civil War and Reconstruction Minimum Credits: 3

Free Electives: 24 or 33 Credits

Free elective credits are dependent upon if a concentration is selected

Total Credits: 120

History, M.A. (with concentration option)

Interim Executive Director: Anthony Siciliano

People often say that "history repeats itself," implying that there is a tangible benefit in accessing, absorbing, and understanding history. While many would deny that old adage, the implication is still true—history is not only relevant, but crucial for comprehending the present, articulating and justifying viewpoints, and preserving cultural identities. The practical need for historians is ever-present, including traditional historians, government employees, library curators, preservationists, secondary and post-secondary teachers, and educational publishers.

The Master of Arts in History degree extends students' expertise in the discipline by effectively preparing them to apply their skills in a variety of professions and contexts. Students deepen their knowledge of the process of "making" history, through analyzing primary and secondary sources, evaluating historiography, applying research methods, defining and researching a specific area of history, and effectively defending and articulating theses. Students have the option of exploring history through traditional coursework, focused on research and writing, or by investigating subjects pertinent to public history, such as understanding the latest technology for preserving and digitizing history. Emphasis is also placed on strategies to keep the student on the cutting-edge of the field, such as using quantitative reasoning in historical analysis and information systems to promote the dissemination of meaningful interpretation of the past.

This program will provide students the skills they need to function both ethically and practically in the real world and place themselves within the context of their field, whether in academia, the private business world, or the public realm. The abilities here will make the student a better researcher, writer, and critical thinker.

M.A. History Curriculum

Major Courses: 18 credits

- HIS 501 - Historiography Minimum Credits: 3
 - HIS 502 - Historical Methods Minimum Credits: 3
 - HIS 510 - Comparative History and Research Minimum Credits: 3
 - HIS 520 - Historical Lenses and Scholarship Minimum Credits: 3
 - HIS 790 - Research Seminar for Historians Minimum Credits: 3
 - HIS 791 - Capstone for Research Historians Minimum Credits: 3
- **HIS791 is replaced by HIS 792 if completing the Public History concentration

Choose five 600-level HIS electives or one concentration below:

- HIS 600 - Early American Encounters Minimum Credits: 3
- HIS 601 - New American Nation Minimum Credits: 3
- HIS 602 - Era of the Civil War Minimum Credits: 3
- HIS 603 - The Gilded Age and Progressive Era Minimum Credits: 3
- HIS 604 - America and the World Wars Minimum Credits: 3
- HIS 605 - Cold War and the American Empire Minimum Credits: 3
- HIS 620 - History of Military Thought Minimum Credits: 3
- HIS 630 - Russian Revolutions Minimum Credits: 3
- HIS 640 - Chinese Imperialism Minimum Credits: 3
- HIS 660 - Introduction to Public History Minimum Credits: 3
- HIS 661 - Public History Strategic Management Minimum Credits: 3
- HIS 662 - Digitization of History Minimum Credits: 3

- HIS 663 - Documentary Editing Minimum Credits: 3
- HIS 664 - Archival Management Minimum Credits: 3
- HIS 665 - Museum Collection Management Minimum Credits: 3

American History Concentration: 15 credits

Select five of the following:

- HIS 600 - Early American Encounters Minimum Credits: 3
- HIS 601 - New American Nation Minimum Credits: 3
- HIS 602 - Era of the Civil War Minimum Credits: 3
- HIS 603 - The Gilded Age and Progressive Era Minimum Credits: 3
- HIS 604 - America and the World Wars Minimum Credits: 3
- HIS 605 - Cold War and the American Empire Minimum Credits: 3

Military History Concentration: 15 credits

Required Course:

- HIS 620 - History of Military Thought Minimum Credits: 3

Choose four of the following:

- HIS 602 - Era of the Civil War Minimum Credits: 3
- HIS 604 - America and the World Wars Minimum Credits: 3
- HIS 605 - Cold War and the American Empire Minimum Credits: 3
- HIS 630 - Russian Revolutions Minimum Credits: 3
- HIS 640 - Chinese Imperialism Minimum Credits: 3

Public History Concentration: 15 credits

Required Courses:

- HIS 660 - Introduction to Public History Minimum Credits: 3
- HIS 661 - Public History Strategic Management Minimum Credits: 3
- HIS 662 - Digitization of History Minimum Credits: 3
- HIS 792 - Capstone for Public Historians Minimum Credits: 3
**HIS 792 replaces HIS 791 in major for this concentration

Choose two of the following:

- HIS 663 - Documentary Editing Minimum Credits: 3
- HIS 664 - Archival Management Minimum Credits: 3
- HIS 665 - Museum Collection Management Minimum Credits: 3

Total Credits: 33

Human Resource Management Certificate

Department Chair(s): Dr. Maria Manus Painchaud & Dr. Sue Losapio

Certificate Programs

Certificate programs are designed for those individuals who need basic skills for entry-level positions or for employees who want to be promoted or transferred within their organizations.

Required Courses

- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 211 - Human Resource Management Minimum Credits: 3
- OL 318 - Employee and Labor Relations Minimum Credits: 3
- OL 325 - Total Rewards Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3
- OL 442 - Human Resource Strategy and Development Minimum Credits: 3

Guidelines for Certificate Programs

Prior credits: Students may transfer credits from other accredited institutions for courses in which a minimum grade of "C-" was earned. Official transcripts should be submitted for analysis immediately after entering the certificate program.

Students also may receive credit for equivalent prior learning by means of "CLEP," Southern New Hampshire University institutional tests or portfolio assessments. Students should consult an academic advisor for more details.

Note: Certificate candidates may use transfer or prior learning credit courses, but they must take four courses in residence at Southern New Hampshire University.

Prerequisites: Various certificate courses require preparatory background. IT 210 requires IT 100 Introduction to Information Technology or appropriate work experience with computers. When waived for certificate candidates with appropriate work experience, prerequisite courses still remain as requirements for degree candidates (but may be satisfied by transfer- or prior-credit awards).

Time limits: Most certificate programs are scheduled so that concentration courses can be completed within one year, but students are free to set their own paces.

Satisfactory performance: A student must maintain a minimum cumulative grade-point average of "C" (2.0 on a 4-point scale) to receive a certificate.

Certificate conferral: The student must complete a petition for a certificate in accordance with the following deadlines: by January 1 for an April, May or June conferral, by April 1 for a July, August or September conferral, by July 1 for an October, November or December conferral, by October 1 for a January, February or March conferral.

Credit earned: All credits earned in the certificate programs are recorded on students' transcripts and may be applied to degree programs.

Dual certificates: To receive another certificate, a student must take a minimum of four courses toward the second certificate.

Total Credits: 18

Human Resource Management Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

This Certificate Program prepares students to manage compensation and employee relations and administer employee benefits. It equips M.B.A.-degree holders with the skills needed for managerial positions in human resources across industries.

Foundation Requirements

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3

Required Courses

Select two of the following required courses:

- OL 610 - Employee and Labor Relations Minimum Credits: 3
- OL 620 - Total Rewards Minimum Credits: 3
- OL 665 - Leading/Managing Not-For-Profit Orgs Minimum Credits: 3
- OL 675 - Leadership and Ethics Minimum Credits: 3

Total Credits: 15

Human Resource Management, M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Human resource management has evolved significantly over the past 50 years from the industrial relations professional to a strategic partner of the C-level executives in modern corporations. It is increasingly vital that individuals interested in joining organizations as an HR professional are prepared to enter the workplace with the appropriate business acumen and technical knowledge, skills, and preparation necessary to support an organization's vision, mission, and goals.

The Master of Science in Human Resource Management degree offers students an opportunity to develop advanced human resource management skills in critical areas that prepare them to be an effective business partner. The program takes an integrated approach to developing relevant HR expertise by focusing on communication and

negotiation skills, critical legal and ethical principles, strategic HR program development, and the global and cultural context of HR today. These skills are all developed in applied settings where graduates will acquire the appropriate business skills that support HR functions while they gain expertise in human resources theory and management.

The Master of Science curriculum and outcomes of the graduate program were developed in accordance with the guidelines set forth by the Society of Human Resource Management (SHRM) competencies and master's degree curriculum standards. Graduates of this program will be well equipped to enter management-level positions in human resources and related business professions.

M.S. Human Resource Management Curriculum

Foundation Courses (as needed):

This coursework may be exempt based on undergraduate coursework.

- OL 501 - Business Foundations Minimum Credits: 3

Major Courses: 36 credits

- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- OL 620 - Total Rewards Minimum Credits: 3
- OL 645 - Law, Ethics, and Politics in HR Minimum Credits: 3
- OL 655 - Talent Development and Workforce Planning Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3
- OL 667 - Human Resource Information Systems Minimum Credits: 3
- OL 668 - Human Resources in Global Contexts Minimum Credits: 3
- OL 751 - Human Resource Management Capstone Minimum Credits: 3
- MKT 690 - Corporate Communications Minimum Credits: 3
- QSO 500 - Business Research Minimum Credits: 3
- WCM 510 - Negotiation/Advocacy in the Workplace Minimum Credits: 3
- WCM 620 - Managing Difficult Conversations at Work Minimum Credits: 3

Total Credits: 36

Human Services, B.A. (with concentration option)

The focus of human services is to help people living in a variety of circumstances negotiate the complexities of American society and the systems that have been established to provide assistance. This help can range from direct, one-on-one services to the direction and management of large programs and organizations. These professional services are delivered within a complex web of laws and regulations, augmented with a fully developed set of professional ethics. In addition, recent changes in funding have increased the need for effective needs assessments, planning, monitoring, and evaluation in an atmosphere of evidence-based practice and outcome measurement. According to the US Department of Labor (2014), the demand for workers in Human Services is projected to double over the next decade largely due to the aging of the U.S. population.

The Bachelor's in Human Services degree program prepares the graduate to assess the needs of clients and populations and to plan and implement programs and services that will assist in promoting improvement in personal and social functioning. Students will acquire the knowledge and skills to provide direct client services in sincere and compassionate relationships. In addition to direct services, students will learn the structures and underlying forces that characterize organizations and communities and the role that diversity plays in the functioning of larger groups.

Basic knowledge of organizational management principles are provided as well as concepts relating to program advocacy and support development. The techniques and formal tools of conducting needs assessments and outcomes measurement and evaluation are presented to introduce students to the effective monitoring of interventions and programs.

Human Services Curriculum - Bachelor of Arts

General Education Program: 45 Credits

School of Arts and Sciences Core: 9 Credits

- PSY 211 - Lifespan Development Minimum Credits: 3
- PSY 216 - Psychology of Personality Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3

Major Courses: 24 Credits

- HSE 101 - Introduction to Human Services Minimum Credits: 3
- HSE 220 - Communication Skills for Human Service Professionals Minimum Credits: 3
- HSE 230 - Research Methods in Human Services Minimum Credits: 3
- HSE 320 - Human Services Organizational Systems Minimum Credits: 3
- HSE 330 - Public Policy and Advocacy Minimum Credits: 3
- HSE 340 - Law and Ethics in Human Services Minimum Credits: 3
- HSE 410 - Case Management Minimum Credits: 3
- HSE 480 - Human Services Capstone Minimum Credits: 3

Human Services Electives or complete the concentration: 12 Credits

Select four courses from the following:

- HSE 210 - Healthcare Systems Minimum Credits: 3
- HSE 215 - Child Growth and Cognitive Development Minimum Credits: 3
- HSE 310 - Family and Community Systems Minimum Credits: 3
- HSE 315 - Role and Impact of Trauma on Children and Families Minimum Credits: 3
- HSE 325 - Ethics and Laws in Child Welfare Minimum Credits: 3
- HSE 335 - Prevention and Crisis Intervention Minimum Credits: 3
- PHE 101 - Foundations of Public Health Minimum Credits: 3
- PSY 230 - Psychology of Individual Differences and Special Needs Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 291 - Experiential Learning Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- PSY 442 - Community Psychology Minimum Credits: 3
- SOC 317 - Sociology of the Family Minimum Credits: 3

Child and Family Services Concentration

- HSE 215 - Child Growth and Cognitive Development Minimum Credits: 3
- HSE 310 - Family and Community Systems Minimum Credits: 3
- HSE 315 - Role and Impact of Trauma on Children and Families Minimum Credits: 3

- HSE 325 - Ethics and Laws in Child Welfare Minimum Credits: 3

Free Electives: 30 Credits

Total Credits: 120

Information Technologies, A.S.

Students in this two-year Associate Degree program will learn the fundamentals of information technology. The courses required in the associate program align to the requirements of the bachelor's degree program in Information Technologies, should students wish to pursue a Bachelor of Science degree later.

Information Technologies Curriculum - Associate of Science

CIT Core Requirements: 24 Credits

- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- SNHU 107 - Success Strategies for Online Learning Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
- Select one EFAH exploration elective
- Select one ESBS exploration elective
- Select two ESTM exploration electives

Major Core Courses: 27 Credits

- MAT 140 - Precalculus Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- IT 145 - Intro to Software Development Minimum Credits: 3
- IT 200 - Fundamentals of Information Technology Minimum Credits: 3
- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 204 - Intro to Data and Information Management Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- IT 270 - Web Site Design Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3

Free Electives: 9 Credits

Total Credits: 60

Information Technologies, B.A.

Technology has become an indispensable part of an organization's operation and there is more need than ever to rethink current digital strategies to leverage data, collaborate in an increasingly virtual marketplace, and put the cloud to work. The Bachelor of Arts program in Information Technologies provides students with the technical abilities and practical skills to help any organization leverage new technologies to innovate practices, products, and processes. Aligned to the Accreditation Board for Engineering and Technology (ABET), this degree program provides a framework that is capable of developing students as leaders in innovation and emerging technologies, while providing

a high-quality education that meets the standards of today's professional environment. Students will be exposed to the fundamental information technologies, systems, data manipulation methods, and computational thinking strategies necessary to support organizational decision-making strategies and recommend effective system design and maintenance solutions.

Information Technologies Curriculum - Bachelor of Arts

General Education Program: 45 Credits

Arts & Sciences Core: 9 Credits

- COM 126 - Introduction to Mass Communication Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
Select one of the following:
- SCI 218 - Natural Resources Minimum Credits: 3
- SCI 220 - Energy and Society Minimum Credits: 3

Major Courses: 48 Credits

- IT 145 - Intro to Software Development Minimum Credits: 3
- IT 200 - Fundamentals of Information Technology Minimum Credits: 3
- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- IT 270 - Web Site Design Minimum Credits: 3
- IT 315 - Object Oriented Analysis and Design Minimum Credits: 3
- IT 328 - Project Management in Information Technology Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- IT 331 - Human Factors in Information Technology Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3
- IT 380 - Cybersecurity and Information Assurance Minimum Credits: 3
- IT 385 - Information Technology Communications Minimum Credits: 3
- IT 412 - Cyberlaw and Ethics Minimum Credits: 3
- IT 415 - Advanced Information Systems Design Minimum Credits: 3
- IT 420 - Advanced Information Systems Implementation Minimum Credits: 3
- IT 489 - Information Technology Portfolio Planning Minimum Credits: 3

Free Electives: 18 Credits

Total Credits: 120

Information Technologies, B.S. (with concentration options)

Technology has become an indispensable part of an organization's operation and there is more need than ever to rethink current digital strategies to leverage data, collaborate in an increasingly virtual marketplace, and put the cloud to work. The Bachelor of Science program in Information Technologies provides students with the technical abilities, business expertise, and practical skills to help any organization leverage new technologies to innovate practices, products, and processes. Aligned to the Accreditation Board for Engineering and Technology (ABET), this degree program provides a framework that is capable of developing students as leaders in innovation and emerging

technologies, while providing a high-quality education that meets the standards of today's professional environment. Students will be exposed to the fundamental information technologies, systems, data manipulation methods, and computational thinking strategies necessary to support organizational decision-making strategies and recommend effective system design and maintenance solutions.

Information Technologies Curriculum, B.S.

General Education Program: 45 Credits

Major Courses: 57 Credits

- MAT 140 - Precalculus Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 328 - Leadership Minimum Credits: 3
- IT 145 - Intro to Software Development Minimum Credits: 3
- IT 200 - Fundamentals of Information Technology Minimum Credits: 3
- IT 201 - Computer Platform Technologies Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- IT 270 - Web Site Design Minimum Credits: 3
- IT 315 - Object Oriented Analysis and Design Minimum Credits: 3
- IT 328 - Project Management in Information Technology Minimum Credits: 3
- IT 330 - Database Design and Management Minimum Credits: 3
- IT 331 - Human Factors in Information Technology Minimum Credits: 3
- IT 340 - Network and Telecommunication Management Minimum Credits: 3
- IT 380 - Cybersecurity and Information Assurance Minimum Credits: 3
- IT 385 - Information Technology Communications Minimum Credits: 3
- IT 412 - Cyberlaw and Ethics Minimum Credits: 3
- IT 415 - Advanced Information Systems Design Minimum Credits: 3
- IT 420 - Advanced Information Systems Implementation Minimum Credits: 3
- IT 489 - Information Technology Portfolio Planning Minimum Credits: 3

Information Technologies Concentration or Electives: 12 Credits

Complete a concentration or select 12 credits from the following:

- DAT 210 - Foundations of Data Analytics Minimum Credits: 3
- DAT 220 - Fundamentals of Data Mining Minimum Credits: 3
- DAT 310 - Data Analytics I Minimum Credits: 3
- DAT 410 - Decision Support Presentation Minimum Credits: 3
- GAM 211 - Interactive Animation Minimum Credits: 3
- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 209 - Introduction to Robotics Minimum Credits: 3
- IT 215 - Introduction to SAS Minimum Credits: 3
- IT 220 - Introduction to SQL Minimum Credits: 3
- IT 230 - Software Development with C#.NET Minimum Credits: 3
- IT 241 - Human Factors in Cybersecurity Minimum Credits: 3
- IT 251 - Intro to UNIX/LINUX Operating System Minimum Credits: 3

- IT 252 - Information Technology Teams and Group Dynamics Minimum Credits: 3
- IT 261 - IT Service Management Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3
- IT 320 - Network Security Minimum Credits: 3
- IT 332 - Infrastructure Management Minimum Credits: 3
- IT 335 - Security Principles Minimum Credits: 3
- IT 345 - Network Planning and Maintenance Minimum Credits: 3
- IT 349 - Database Administration Minimum Credits: 3
- IT 355 - Web and Mobile User Experience Minimum Credits: 3
- IT 390 - Mobile Apps Design and Development Minimum Credits: 3
- IT 431 - Software Development in Distributed Systems Minimum Credits: 3
- IT 450 - Artificial Intelligence Minimum Credits: 3
- IT 460 - Machine Learning Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3

Cybersecurity Concentration

- IT 241 - Human Factors in Cybersecurity Minimum Credits: 3
- IT 251 - Intro to UNIX/LINUX Operating System Minimum Credits: 3
- IT 320 - Network Security Minimum Credits: 3
- IT 335 - Security Principles Minimum Credits: 3

Data Analytics Concentration

- DAT 210 - Foundations of Data Analytics Minimum Credits: 3
- DAT 310 - Data Analytics I Minimum Credits: 3
- DAT 410 - Decision Support Presentation Minimum Credits: 3
Select one of the following:
- IT 215 - Introduction to SAS Minimum Credits: 3
- IT 220 - Introduction to SQL Minimum Credits: 3

Database Management Concentration

- DAT 210 - Foundations of Data Analytics Minimum Credits: 3
- DAT 220 - Fundamentals of Data Mining Minimum Credits: 3
- IT 220 - Introduction to SQL Minimum Credits: 3
- IT 349 - Database Administration Minimum Credits: 3

Game Design and Development Concentration

- GAM 211 - Interactive Animation Minimum Credits: 3
- IT 207 - Information Technology and Digital Games Minimum Credits: 3
- IT 303 - Design of Virtual Game Environments Minimum Credits: 3
- IT 305 - Digital Game Development Minimum Credits: 3

IT Management Concentration

- IT 261 - IT Service Management Minimum Credits: 3
- IT 252 - Information Technology Teams and Group Dynamics Minimum Credits: 3
- IT 332 - Infrastructure Management Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3

Network and Telecommunications Concentration

- IT 251 - Intro to UNIX/LINUX Operating System Minimum Credits: 3
- IT 261 - IT Service Management Minimum Credits: 3
- IT 320 - Network Security Minimum Credits: 3
- IT 345 - Network Planning and Maintenance Minimum Credits: 3

Robotics and Artificial Intelligence Concentration

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 209 - Introduction to Robotics Minimum Credits: 3
- IT 450 - Artificial Intelligence Minimum Credits: 3
- IT 460 - Machine Learning Minimum Credits: 3

Software Development Concentration

- IT 135 - Interactive 3-D Virtual Environments Minimum Credits: 3
- IT 230 - Software Development with C#.NET Minimum Credits: 3
- IT 390 - Mobile Apps Design and Development Minimum Credits: 3
- IT 431 - Software Development in Distributed Systems Minimum Credits: 3

Web Design and Development Concentration

- IT 355 - Web and Mobile User Experience Minimum Credits: 3
- IT 390 - Mobile Apps Design and Development Minimum Credits: 3
- IT 431 - Software Development in Distributed Systems Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3

Free Electives: 6 Credits**Total Credits: 120**

Information Technology Graduate Certificate

Executive Director: Dr. Gwendolyn Britton

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Technical Track

Courses required for the technical track certificate-only option:

- IT 510 - Advanced Information Technology Minimum Credits: 3
- IT 610 - Object-Oriented Systems Analysis Minimum Credits: 3
- IT 625 - Information Technology Project and Team Management Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3
- IT 650 - Principles of Database Design Minimum Credits: 3

Management Track

Courses required for the management track certificate-only option:

- IT 500 - Information Technology Minimum Credits: 3
- IT 503 - Digital Commerce and eBusiness Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3
- IT 647 - Web Site Construction and Management Minimum Credits: 3

Note(s):

Notebook computer required.

Total Credits: 15

Information Technology, M.S. (with concentration option)

Executive Director: Dr. Gwendolyn Britton

The M.S. in Information Technology program is designed for students who wish to pursue careers in the analysis, design, creation and management of information technology systems. The 12-course (36-credit) program will meet the needs of students in IT-related occupations and those who wish to move into the field from another career specialty.

Businesses today are looking for employees with capabilities beyond traditional programming and IT expertise. People who can bridge the communication gap between IT and business are valuable but hard to find, and the demand for this new breed of IT professional is growing. The U.S. Bureau of Labor Statistics' projection is that IT will add 1.15 million jobs by 2012, an annual growth rate of 3.1 percent, compared to a projected overall US job growth rate of 1.4 percent over that same period. The M.S. in IT prepares students for just these kinds of positions.

The IT faculty has extensive business experience and professional connections, has published fourteen books, holds twenty-eight patents, publishes in professional literature, and serves in editorial positions for three scholarly journals. Our students benefit by receiving leading edge knowledge and skills in both the classroom and through internship and job placements. Usually after one term of successful enrollment, qualified students are encouraged to apply for a limited number of Research Assistantships, Lab Assistantships, and Scholarships.

The goals of the M.S. program in IT are to:

- establish a firm foundation in the theory and practice of information technology systems analysis, design, creation and management.
- expose students to the most current tools and approaches.
- enable students to develop additional technical competency through internships and concentrated studies within the curriculum.

In addition to the core requirements for the graduate M.S. in IT program, the department encourages students to work with advisors to shape their courses of study to fit their academic and professional interests.

We provide a pool of electives and independent study arrangements for the greatest flexibility in customizing each student's curriculum. We encourage interdisciplinary studies.

Faculty advisors are available to guide and encourage students to actively participate in designing and customizing their programs of study beyond the core courses by selecting an integrated set of courses that match their interests.

Beyond the defined programs, topical seminars are offered within the context of special topics courses and through ongoing seminar programs on campus that facilitate the introduction of emerging technology and other new topics.

Notebook computers are required of all M.S. in Information Technology majors for use in graduate IT courses.

Information Technology Core Courses

- IT 511 - Object Oriented Application Development Minimum Credits: 3
 - IT 510 - Advanced Information Technology Minimum Credits: 3
 - IT 515 - Innovations in Information Technology Minimum Credits: 3
 - IT 520 - Technical Communication Minimum Credits: 3
 - IT 600 - Operating Systems Minimum Credits: 3
 - IT 625 - Information Technology Project and Team Management Minimum Credits: 3
 - IT 640 - Telecommunications and Networking Minimum Credits: 3
 - IT 650 - Principles of Database Design Minimum Credits: 3
 - IT 700 - Information Technology Strategy & Policy Minimum Credits: 3
- Take 3 courses from DAT 510, 520, 530, IT 549, 550, 552, 643, 647, 648, 649, 655, 657, 659, 665, 675 or one of the concentrations below

Note(s):

Students who qualify to waive a required IT course in the M.S. in Information Technology degree program are required to replace the waived course with a graduate IT elective.

Concentrations**M.S. Information Technology/Data Analytics - Required Concentration Courses**

- DAT 510 - Foundations of Data Minimum Credits: 3
- DAT 520 - Decision Methods and Modeling Minimum Credits: 3
- DAT 530 - Presentation and Visualization of Data Minimum Credits: 3

M.S. Information Technology/Database Design – Required Concentration Courses

- IT 655 - Database Application Development Minimum Credits: 3

- IT 665 - Client/Server Systems Minimum Credits: 3
- IT 675 - Data Warehouse Concepts and Design Minimum Credits: 3

M.S. Information Technology/Game Design and Development – Required Concentration Courses

- IT 518 - Game Design and Development Minimum Credits: 3
- IT 620 - Object-Oriented Systems Design Minimum Credits: 3
- IT 660 - Artificial Intelligence Minimum Credits: 3

M.S. Information Technology/Healthcare Informatics – Required Concentration Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3

M.S. Information Technology/Internet Security – Required Concentration Courses

- IT 549 - Foundation in Information Assurance Minimum Credits: 3
- IT 552 - Human Factors in Security Minimum Credits: 3
- IT 643 - Network Assessment and Defense Minimum Credits: 3

M.S. Information Technology/IT Management - Required Concentration Courses

- IT 550 - Management of Information Technology Minimum Credits: 3
- IT 657 - Enterprise Resource Planning Minimum Credits: 3
- IT 659 - Cyberlaw and Ethics Minimum Credits: 3

M.S. Information Technology/Web Design – Required Concentration Courses

- IT 647 - Web Site Construction and Management Minimum Credits: 3
- IT 648 - Advanced Website Design and Management Minimum Credits: 3
- IT 649 - Interface Design for Websites Minimum Credits: 3

Total Credits: 36

Instructional Design and Technology, M.S.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

There is a growing recognition across both educational and corporate training settings that innovative and emerging technologies have the potential to dramatically improve learning and performance. However, technology in and of itself is not transformative. Critical decisions surrounding the adoption and intentional use of learning technologies must be informed by sound instructional theories and models. Otherwise, considerable time, resource, and energy can be expended with few gains to show for it.

The Master of Science in Instructional Design and Technology prepares graduates to integrate cutting-edge learning

technologies with proven research-based instructional strategies across a variety of settings including education and corporate performance improvement. Students develop the knowledge and skill to design, develop, and evaluate effective learning solutions that positively impact learning. The curriculum balances in-depth analysis of the theories and principles of instructional design with hands-on practice and experience. Students are immersed in the real-world problems facing instructional designers and educational technologists in the workplace. Successful navigation of the curriculum will heighten students' abilities to manage "change" – a constant within the field.

Students will engage the latest technological tools while acquiring instructional design strategies that promote learning in myriad contexts including online, face-to-face, and hybrid delivery modes. Throughout the program, students will build a professional portfolio that will be aligned with professional standards for professional practice. This portfolio will allow students to demonstrate to their prospective employers their concrete knowledge and skills to further institutional missions or corporate growth. Finally, students will be required to authentically demonstrate what they have learned through a real-life project that will serve as a capstone experience.

Students will be required to purchase software packages necessary for effective instructional design

M.S. Instructional Design and Technology Curriculum

Major Courses: 36 credits

- IDT 510 - Instructional Design and Tech Profession Minimum Credits: 3
- IDT 520 - Theories of Learning for Instruct Design Minimum Credits: 3
- IDT 530 - Technology for Learning Minimum Credits: 3
- IDT 540 - Assessment and Evaluation Minimum Credits: 3
- IDT 550 - Learning Design I Minimum Credits: 3
- IDT 610 - Multimedia Design and Production I Minimum Credits: 3
- IDT 620 - Learning Design II Minimum Credits: 3
- IDT 630 - Multimedia Design and Production II Minimum Credits: 3
- IDT 640 - Managing ID&T Projects Minimum Credits: 3
- IDT 650 - Learning Design III Minimum Credits: 3
- IDT 670 - Seminar in Instructional Design and Technology Minimum Credits: 3
- IDT 690 - Capstone in Instructional Design and Technology Minimum Credits: 3

Total Credits: 36

International Business Administration, I.M.B.A. (with concentration options)

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

With an International M.B.A. from SNHU, you're preparing yourself to compete in the increasingly global 21st century. Since we allow you to tailor your International M.B.A. program around your interests, you're able to acquire the specific knowledge base and skill sets you'll need to achieve your career goals. Regardless of what you ultimately plan to do, when you graduate with an International M.B.A. from SNHU, you'll leave with:

Greater Cultural Awareness: By learning about foreign cultures, customs and practices, you'll expand your worldview and be better equipped to compete in the global marketplace.

Thorough Understanding of International Business: You'll discover how to take a holistic view of business by factoring in external influences on decision making such as politics, international law, economic policies and cultural beliefs.

Knowledge of a Specific Discipline: Whether you're interested in finance, marketing, accounting or another discipline, because you're able to customize your International M.B.A. program around your interests, you'll gain a fundamental understanding that subject matter — which you can then build on through further studies or career experiences.

Effective Research Strategies: As is the case with all SNHU M.B.A. programs, you'll learn how to effectively gather and analyze data and information from a variety of new media resources.

Interpersonal Communication Skills: Through written and oral presentations, you'll sharpen your ability to connect with people from different cultures and with different perspectives.

You will have an in-depth understanding of:

- the impact of international economic, social, and political relationships on corporations
- risk and funding strategies in international monetary relationships
- key issues in identifying developing relationships within international markets
- international trade, commercial policies, and how to improve international competitiveness
- effective negotiation skills for working with people from different cultures and societies
- how to formulate an international business strategy

Foundation Courses (as needed)

This coursework may be exempt based on undergraduate coursework.

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3
- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3

Required Courses

- ACC 500 - Managerial Accounting Minimum Credits: 3
- FIN 500 - Financial Management Minimum Credits: 3
- QSO 635 - International Supply Chain Management Minimum Credits: 3
- INT 601 - Global Entrepreneurship Minimum Credits: 3
- INT 610 - Multinational Corporate Environment Minimum Credits: 3
- INT 620 - Multinational Corporate Finance Minimum Credits: 3
- INT 640 - Multinational Market Strategies Minimum Credits: 3
- INT 650 - International Trade and Competitiveness Minimum Credits: 3
- INT 660 - International Negotiations Minimum Credits: 3
- INT 700 - Multinational Business Strategy Minimum Credits: 3
- Concentration Courses (3 required)

I.M.B.A. with concentration in Accounting - Required Courses

- ACC 610 - Financial Reporting I Minimum Credits: 3

- ACC 620 - Financial Reporting II Minimum Credits: 3
- TAX 660 - Tax Factors in Business Decisions Minimum Credits: 3

I.M.B.A. with concentration in Athletic Administration - Required Courses

This concentration is a 42 credit program.

- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 512 - Principles in Athletic Administration Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3
- SPT 612 - Advanced Topics/Athletic Administration Minimum Credits: 3

I.M.B.A. with concentration in Corporate Social Responsibility - Required Courses

- CSR 510 - Strategic Corporate Social Responsibility Minimum Credits: 3
- CSR 610 - Business Ethics and Culture Minimum Credits: 3
- CSR 620 - Corporate Governance and Accountability Minimum Credits: 3

I.M.B.A. with concentration in Economics - Required Courses

- ECO 510 - Mathematics and Statistics for Economics Minimum Credits: 3
- ECO 520 - Microeconomics Theory and Analysis Minimum Credits: 3
- ECO 530 - Macroeconomics Theory and Analysis Minimum Credits: 3

I.M.B.A. with concentration in Entrepreneurship - Required Courses

- OL 630 - Entrepreneurship and Small Business Management Minimum Credits: 3
- OL 635 - Consulting Minimum Credits: 3
- OL 640 - Franchising Minimum Credits: 3

I.M.B.A. with concentration in Finance - Required Courses

- FIN 610 - Short-Term Financial Management Minimum Credits: 3
- FIN 630 - Capital Budgeting & Financing Minimum Credits: 3
- FIN 640 - Investment Analysis & Portfolio Management Minimum Credits: 3

I.M.B.A. with concentration in Forensic Accounting - Required Courses

For this concentration ACC 500 is a foundation course. Students must take ACC 646 as a required core course.

- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3

I.M.B.A. with concentration in Healthcare Informatics - Required Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3

I.M.B.A. with concentration in Healthcare Management - Required Courses

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- HRM 630 - Topics in Health Administration Minimum Credits: 3

I.M.B.A. with concentration in Human Resources - Required Courses

- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- OL 620 - Total Rewards Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3

I.M.B.A. with concentration in Information Technology Management - Required Courses

- IT 503 - Digital Commerce and eBusiness Minimum Credits: 3
- IT 550 - Management of Information Technology Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3

I.M.B.A. with concentration in Internet Marketing - Required Courses

- MKT 625 - Strategic Internet Marketing Minimum Credits: 3
- MKT 635 - Websites and SEM/SEO Minimum Credits: 3
- MKT 645 - Online Marketing Channels Minimum Credits: 3

I.M.B.A. with concentration in Justice Studies - Required Courses**Choose three (3) of the following:**

- JUS 600 - Police in the American Experience Minimum Credits: 3
- JUS 601 - Correctional Policy and Practice Minimum Credits: 3
- JUS 602 - Courts and Judicial Process Minimum Credits: 3
- JUS 603 - Law, Ethics, and Justice System Minimum Credits: 3
- JUS 604 - Legal and Justice Research Minimum Credits: 3
- JUS 608 - Employment Law Minimum Credits: 3

I.M.B.A. with concentration in Leadership - Required Courses

- COM 600 - Communication for Leadership Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3
- PSY 614 - Psychology of Leadership Minimum Credits: 3

I.M.B.A. with concentration in Marketing - Required Courses**Choose three (3) of the following:**

- MKT 610 - Promotions Management Minimum Credits: 3
- MKT 615 - Relationship Selling Strategies Minimum Credits: 3

- MKT 620 - Consumer Behavior Minimum Credits: 3
- MKT 675 - Ethical and Legal Issues in Marketing Minimum Credits: 3
- MKT 678 - Brand Management Minimum Credits: 3
- MKT 690 - Corporate Communications Minimum Credits: 3

I.M.B.A. with concentration in Operations and Supply Chain Management - Required Courses

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
Choose two of the following:
- QSO 610 - Management of Service Operations Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 690 - Topics in Operations Management Minimum Credits: 3

I.M.B.A. with concentration in Project Management - Required Courses

- QSO 640 - Project Management Minimum Credits: 3
- QSO 680 - Seminar in Project Management Minimum Credits: 3
Choose one of the following:
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 645 - Project Management for PMP Certification Minimum Credits: 3

I.M.B.A. with concentration in Quantitative Analysis - Required Courses

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3

I.M.B.A. with concentration in Six Sigma Quality - Required Courses

- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3

I.M.B.A. with concentration in Social Media Marketing - Required Courses

- MKT 555 - Social Media Minimum Credits: 3
- MKT 655 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 666 - Social Media Marketing Campaigns Minimum Credits: 3

I.M.B.A. with concentration in Sport Management - Required Courses

This concentration is a 42 credit program.

- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 565 - Internationalization of Sport Business Minimum Credits: 3
- SPT 600 - Management of Sport Organizations Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3

I.M.B.A. with concentration in Sustainability and Environmental Compliance - Required Courses

- SEC 510 - Environmental Issues Minimum Credits: 3
- SEC 610 - Energy and Society Minimum Credits: 3
- SEC 620 - Environment Compliance/Sustainability Minimum Credits: 3

I.M.B.A. with concentration in Workplace Conflict Management - Required Courses

- WCM 510 - Negotiation/Advocacy in the Workplace Minimum Credits: 3
- WCM 610 - Intro Org Conflict Management Minimum Credits: 3
- WCM 620 - Managing Difficult Conversations at Work Minimum Credits: 3

Total Credits: 39

International Business Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

This Certificate Program provides students pursuing the M.B.A. or other master of science degree with focused study in international business theory to enable them to pursue management positions within organizations with foreign and/or multinational strategic interests. All courses taken in the Certificate Program could be applied toward an M.S. in International Business for those students who decide to continue their graduate education.

This is a 5 course (15 credits) certificate.

Courses required for the certificate-only option

- INT 610 - Multinational Corporate Environment Minimum Credits: 3
- INT 700 - Multinational Business Strategy Minimum Credits: 3
- INT - Select any three INT courses

Total Credits: 15

International Business Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in International Business by successfully completing the following courses:

Prerequisites

- ECO 202 - Macroeconomics Minimum Credits: 3 (for INT 433/MKT 433)
- FIN 320 - Principles of Finance Minimum Credits: 3 (for INT 336/FIN 336)
- MKT 113 - Introduction to Marketing Minimum Credits: 3 (for INT 433/MKT 433)
- OL 125 - Human Relations in Administration Minimum Credits: 3 (for INT 315 and INT 316)

Required Courses

- INT 113 - Introduction to International Business Minimum Credits: 3
- INT 400 - International Business Project Minimum Credits: 3
- INT 316 - Cultural & Political Environment of International Business Minimum Credits: 3
- INT 336 - Multinational Corporate Finance Minimum Credits: 3
or
- FIN 336 - Multinational Corporate Finance Minimum Credits: 3
- INT 433 - Multinational Marketing Minimum Credits: 3
or
- MKT 433 - Multinational Marketing Minimum Credits: 3

Total Credits: 15

International Business, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The International Business major provides students with a solid foundation in core business functions, specific understanding of global dimensions of business and integrated knowledge of major regions of the world. These are acquired through experiential learning, study abroad programs, language studies and live case studies explored in faculty directed international field trips.

The International Business program prepares aspiring students for careers in globally integrated for-profit and non-profit organizations as well as for cross-border entrepreneurial pursuits. More specifically, students will gain necessary analytical skills, knowledge and intellectual versatility to succeed in careers involving international market analysis, global business development, consulting, international banking and finance in any country and culture.

Students are encouraged to pursue "functional minor areas" to obtain depth in a business function that will complement their international business training and enhance their post-graduation placement opportunities. Students can choose minor areas in Finance, Marketing, Organizational Leadership, Operations Management, Hospitality and Sport Management.

International Business Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 30 Credits

- ACC 312 - International Managerial Accounting Minimum Credits: 3
- ECO 322 - International Economics Minimum Credits: 3
- INT 316 - Cultural & Political Environment of International Business Minimum Credits: 3
- INT 400 - International Business Project Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- INT - Five International Business electives

Free Electives: 15 Credits

Total Credits: 120

International Sport Management Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Required Courses

Foundation Requirements

- INT 640 - Multinational Market Strategies Minimum Credits: 3
- SPT 525 - Sport Licensing and Strategic Alliances Minimum Credits: 3
- SPT 565 - Internationalization of Sport Business Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3
- SPT 700 - Seminar in Sport Management Minimum Credits: 3

Select one of the following

- INT 600 - Multinational Corporate Management Minimum Credits: 3
- INT 610 - Multinational Corporate Environment Minimum Credits: 3

Total Credits: 18

International Sport Management Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in International Sport Management by successfully completing the following courses:

Prerequisites

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- ECO 202 - Macroeconomics Minimum Credits: 3
- OL 125 - Human Relations in Administration Minimum Credits: 3
- INT 113 - Introduction to International Business Minimum Credits: 3
- SPT 208 - Sport Marketing Minimum Credits: 3

Required Courses

- SPT 425 - Sport Licensing/Strategic Alliances Minimum Credits: 3
- SPT 465 - Global Sport Business Minimum Credits: 3
- INT 315 - International Management Minimum Credits: 3
- INT 433 - Multinational Marketing Minimum Credits: 3

Select one of the following:

- INT 316 - Cultural & Political Environment of International Business Minimum Credits: 3
- Study Abroad Option Minimum Credits: 3

Justice Studies Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Justice Studies by successfully completing the following courses:

Required Courses

- JUS 455 - Legal Traditions Minimum Credits: 3

Select one of the following:

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- POL 306 - The American Legal Tradition Minimum Credits: 3

Electives

- Select any three JUS courses

Total Credits: 15

Justice Studies, A.S.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The Associate of Science degree in Justice Studies is a two-year program. Students completing this program may transfer to a B.S. and then M.S. Justice Studies program.

Justice Studies Curriculum - Associate of Science

- COM 212 - Public Speaking Minimum Credits: 3
- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- IT 100 - Introduction to Information Technology Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- JUS 102 - American Policing Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3
- JUS 375 - Criminal Law Minimum Credits: 3
- JUS 455 - Legal Traditions Minimum Credits: 3

Select one of the following:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 230 - Discrete Mathematics Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3

Select two of the following:

The General Education Program

Select two of the following:

- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3

Free Electives: 6 Credits

Total Credits: 60

Justice Studies, B.S. (with concentration option)

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

Southern New Hampshire University's Bachelor of Science in Justice Studies presents a systematic vision of the justice system and exposes its majors to the panoply of careers, theories and applications, agencies and institutions that comprise American justice. The B.S. in Justice Studies consists of a core and a series of tracks which allows students to tailor the program toward their career goals. The core lays out the essential knowledge base for Justice Studies majors and reviews the fundamentals of legal and social science research, provides overview courses on the system at large, and instructs on criminal law and correctional systems. The B.S. in Justice Studies emphasizes the full range of justice functions, from policing to corrections, from law to private sector justice. The B.S. in Justice Studies delivers the "professional" perspective in the educational environment, preparing students for future careers in the justice sector.

Justice Studies Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- PHL 210 - Introduction to Philosophy Minimum Credits: 3
- PSY 108 - Introduction to Psychology Minimum Credits: 3
- SOC 112 - Introduction to Sociology Minimum Credits: 3

Major Courses: 18 Credits

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 375 - Criminal Law Minimum Credits: 3
- JUS 455 - Legal Traditions Minimum Credits: 3

Select one of the following:

- JUS 224 - Legal and Justice Research Methods Minimum Credits: 3
- PSY 224 - Research II: Scientific Investigations Minimum Credits: 3
- SCS 224 - Social Science Research Methods Minimum Credits: 3

Select two courses from each of the following areas of study: 18 Credits

Crime and Criminology

- JUS 211 - Organized Crime Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 309 - White Collar Crime Minimum Credits: 3

- JUS 429 - Terrorism Minimum Credits: 3
- JUS 468 - Crimes Against Children Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3

Law and Legal Process

- BUS 206 - Business Law I Minimum Credits: 3
- BUS 307 - Business Law II Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 331 - Juvenile Justice System Minimum Credits: 3
- JUS 376 - Criminal Procedure Minimum Credits: 3
- JUS 395 - The Death Penalty Minimum Credits: 3
- JUS 496 - Administrative Law Minimum Credits: 3
- JUS 497 - Law and Evidence Minimum Credits: 3
- POL 316 - Legal Reasoning and the Constitution Minimum Credits: 3

Policing and Law Enforcement

- JUS 102 - American Policing Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 111 - Introduction to Criminalistics Minimum Credits: 3
- JUS 201 - Criminal Investigation Minimum Credits: 3
- JUS 202 - Industrial and Retail Security Minimum Credits: 3
- JUS 345 - Probation and Parole Minimum Credits: 3
- JUS 394 - Problems in Policing Minimum Credits: 3
- JUS 465 - Police Organization and Management Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Justice Studies Electives: 6 Credits

Select two of the following:

- ACC 421 - Auditing and Forensic Accounting Minimum Credits: 3
- ACC 423 - Detection/Prevention Fraudulent Financial Statements Minimum Credits: 3
- ACC 425 - Interview Techniques/Legal Aspects Fraud Minimum Credits: 3
- ACC 427 - Investigating with Computers Minimum Credits: 3
- COM 448 - Media Ethics and Law Minimum Credits: 3
- ENV 319 - US Environmental Law and Politics Minimum Credits: 3
- ENV 329 - International Environmental Law and Negotiation Minimum Credits: 3
- INT 309 - Legal Environment of International Business Minimum Credits: 3
- JUS 400 - Foreign Study in Criminal Justice Minimum Credits: 3

- JUS 480 - Independent Study in Law and Justice Minimum Credits: 3
- JUS 498 - Criminal Justice Internship Minimum Credits: 0 (variable credit course)
- PAD 330 - Public Administration Minimum Credits: 3
- PHL 212 - Introduction to Ethics Minimum Credits: 3
- PHL 214 - Formal Logic Minimum Credits: 3
- POL 210 - American Politics Minimum Credits: 3
- POL 306 - The American Legal Tradition Minimum Credits: 3
- POL 309 - American State and Local Government Minimum Credits: 3
- POL 326 - World Legal Traditions Minimum Credits: 3
- POL 336 - Advocacy and the Law Minimum Credits: 3

Free Electives: 24 Credits

Justice Studies Concentrations: 36 Credits

Note: Students selecting a concentration will utilize 12 free elective credits to complete the concentration.

Crime and Criminology

This optional program is designed for students interested in future careers or graduate study in the areas of social work, criminal psychology, or sociology. Students explore related topics including victimology, sociology of deviance, and crimes against children.

Select six of the following:

Not otherwise completed as a requirement for the B.S. in Justice Studies major or other Justice Studies concentrations or certificates

- JUS 211 - Organized Crime Minimum Credits: 3
- JUS 215 - The Victim and the Justice System Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3
- JUS 309 - White Collar Crime Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 468 - Crimes Against Children Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3

Select two courses from each area of study outlined above:

- Police and Law Enforcement
- Law and Legal Process
- Justice Studies Electives

Law and Legal Process

This optional program is designed for students interested in future careers or graduate study in the areas of law, court administration, or legal administration. Students explore related topics including judicial administration, law and evidence, and criminal procedure.

Select six of the following:

Not otherwise completed as a requirement for the B.S. in Justice Studies major or other Justice Studies concentrations or certificates

- BUS 206 - Business Law I Minimum Credits: 3
- BUS 307 - Business Law II Minimum Credits: 3
- POL 316 - Legal Reasoning and the Constitution Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 331 - Juvenile Justice System Minimum Credits: 3
- JUS 376 - Criminal Procedure Minimum Credits: 3
- JUS 395 - The Death Penalty Minimum Credits: 3
- JUS 485 - Forensic Law Minimum Credits: 3
- JUS 496 - Administrative Law Minimum Credits: 3
- JUS 497 - Law and Evidence Minimum Credits: 3

Select two courses from each area of study outlined above:

- Police and Law Enforcement
- Crime and Criminology
- Justice Studies Electives

Policing and Law Enforcement

This optional program is designed for students interested in future careers or graduate study in policing and law enforcement. Students will explore related topics including community policing, police organization and management, and investigative techniques.

Select six of the following:

Not otherwise completed as a requirement for the B.S. in Justice Studies major or other Justice Studies concentrations or certificates

- JUS 102 - American Policing Minimum Credits: 3
- JUS 103 - Correctional Systems Minimum Credits: 3
- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 111 - Introduction to Criminalistics Minimum Credits: 3
- JUS 201 - Criminal Investigation Minimum Credits: 3
- JUS 202 - Industrial and Retail Security Minimum Credits: 3
- JUS 345 - Probation and Parole Minimum Credits: 3
- JUS 394 - Problems in Policing Minimum Credits: 3
- JUS 465 - Police Organization and Management Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Select two courses from each area of study outlined above:

- Crime and Criminology
- Law and Legal Process
- Justice Studies Electives

Terrorism and Homeland Security

This optional program is designed for students interested in future careers or graduate study in the area of terrorism, homeland security, or intelligence. Students explore related topics including terrorist organizations, terrorist tactics, and response by homeland security organizations.

- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 202 - Industrial and Retail Security Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Select two courses from each area of study outlined above:

Not otherwise completed as a requirement for the B.S. in Justice Studies major or other Justice Studies concentrations or certificates

- Crime and Criminology
- Police and Law Enforcement
- Law and Legal Process
- Justice Studies Electives

Total Credits: 120

Justice Studies, M.S. (with concentration option)

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

A professionally oriented program taught by faculty who work in the field, SNHU's online Justice Studies program provides students with the skills to analyze and critique operational and public policy from social, administrative, judicial, philosophical and managerial perspectives. Total credits required will be between 36-37 credit hours depending upon a thesis option. The program will consist of a core of 15 credits with the remainder being a series of elective choices. Students may select optional 12 credit concentrations in specific justice fields, including Terrorism and Homeland Security.

The M.S. in Justice Studies will deliver a knowledge base in a unique way. First, its curricular emphasis will be operational and applied. Working professionals will tackle subject matter that is cutting edge, professional, and of utility and meaning in the justice marketplace. As a result, Justice Studies majors will analyze and assess broad based, systematic courses in police, courts and corrections; master legal and justice research techniques and delve into a series of applications including but not limited to:

- Homeland Security
- Leadership and Management
- Employment and Benefits

- Finance and Accounting
- Law and Public Policy Analysis
- Private Sector Partnerships
- Ethical Issues in Justice Studies
- Planning and Strategic Vision

The program's underpinning is primarily operational—learning how to run and improve organizations, to compose policy and budget, to assess legal implications on departmental programs, and evaluate and measure the efficacy of operational policies. This is a program for experienced practitioners seeking personal, professional and intellectual growth. While some of its graduates may eventually pursue graduate or law school, the program focuses on ambitious agency heads, staff and managerial personnel, business leaders, community activists, and a host of other advanced players with much to gain from this type of instruction. By design, the MSJS allows seasoned practitioners and scholarly graduate students the opportunity to address, analyze and critique operational policy from a social, administrative, judicial, philosophical and managerial perspective. Special emphasis will be given to the ethical considerations common to justice practice. The program stresses critical inquiry in a wide assortment of justice dilemmas, troublesome perennial questions for justice and public service practitioners, and expects its majors to engage in a sophisticated dialogue and research regimen, which provides solutions and suggestions for repetitive problems. In this sense, the program will serve the public by scholarly examination and assessment of community based issues in need of resolution.

The Justice Studies faculty are committed to the art of teaching, scholarship and service. They understand that we learn in different ways, that learning occurs both inside and outside of the classroom, and that learning takes place only if an individual successfully integrates the intellectual, social, and emotional aspects of his or her development, and strives to stimulate critical thought and inquiry in the classroom. With its emphasis on legal reasoning, justice studies students engage in the Socratic dialogue as the Academy demands. Justice Studies frowns upon empty occupationalism. A cursory review of the curriculum reflects the depth and breadth of content which delivers greater levels of conceptual inquiry than the functionalism of task or role. Teaching, learning and critical inquiry are rooted in the foundation of Southern New Hampshire University.

Required Courses

- JUS 600 - Police in the American Experience Minimum Credits: 3
- JUS 601 - Correctional Policy and Practice Minimum Credits: 3
- JUS 602 - Courts and Judicial Process Minimum Credits: 3
- JUS 603 - Law, Ethics, and Justice System Minimum Credits: 3
- JUS 604 - Legal and Justice Research Minimum Credits: 3

Justice Studies Electives: 21 credits

Choose seven courses with a minimum of 2 JUS or PAD courses. Some electives are specific to the major/concentration as indicated below.

- ACC 500 - Managerial Accounting Minimum Credits: 3
- JUS 605 - Organized Crime Minimum Credits: 3
- JUS 608 - Employment Law Minimum Credits: 3
- JUS 609 - Private Sector Justice Minimum Credits: 3
- JUS 699 - Practicum in Justice Studies Minimum Credits: 3
- JUS 700 - Justice Studies Thesis Minimum Credits: 3
- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3
- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 670 - Organizational Leadership Minimum Credits: 3
- OL 750 - Contemporary Issues in Organizational Leadership Minimum Credits: 3

Electives for Cybersecurity & Terrorism and Homeland Security concentrations only:

- ACC 646 - Intro to Forensic Accounting/Fraud Exam Minimum Credits: 3
- ACC 691 - Detection/Prevention of Fraudulent Financial Statements Minimum Credits: 3
- ACC 692 - Interview Techniques/Legal Aspects of Fraud Minimum Credits: 3
- ACC 693 - Investigating with Computers Minimum Credits: 3
- MBA 610 - Business Law Minimum Credits: 3
- SPT 610 - Sport Law Minimum Credits: 3

Electives for major and Public Administration & Terrorism and Homeland Security concentrations only:

- IT 500 - Information Technology Minimum Credits: 3
- IT 548 - Information Security Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3

Electives for major and Cybersecurity & Public Administration concentrations only:

- JUS 606 - Planning/Tactics: Homeland and WMD Minimum Credits: 3
- JUS 607 - Terrorism and Strategic Response Minimum Credits: 3
- JUS 620 - Emergency Management Minimum Credits: 3
- JUS 621 - Contemporary Issues/Homeland Security Minimum Credits: 3

Electives for major and Cybersecurity & Terrorism and Homeland Security concentrations only:

- PAD 630 - Foundations of Public Administration Minimum Credits: 3
- PAD 631 - Strategic Management in Public Service Minimum Credits: 3
- PAD 632 - Foundations of Public Policy Minimum Credits: 3
- PAD 633 - Intergovernmental Relations Minimum Credits: 3

Total Credits: 36

Justice Studies Graduate Concentrations (optional)

Note: some electives are not allowed in some concentrations. See your advisor for details.

Cybersecurity

This optional 9 credit graduate concentration is designed for students interested in careers in public or private sector cybersecurity or continued graduate study in crime and technology. Students will study related topics including information technology, information security, and telecommunications.

Required courses

- IT 500 - Information Technology Minimum Credits: 3
- IT 548 - Information Security Minimum Credits: 3
- IT 641 - Telecommunications for Business Minimum Credits: 3

Public Administration

This optional 12 credit graduate concentration is designed for students interested in careers or continued graduate study in public administration. Students will explore related topics including foundations of public administration, public policy, strategic management, and intergovernmental relations.

Required courses

- PAD 630 - Foundations of Public Administration Minimum Credits: 3
- PAD 631 - Strategic Management in Public Service Minimum Credits: 3
- PAD 632 - Foundations of Public Policy Minimum Credits: 3
- PAD 633 - Intergovernmental Relations Minimum Credits: 3

Terrorism and Homeland Security

This optional 9 credit graduate concentration is designed for students interested in careers or continued graduate study in the area of terrorism, homeland security, or intelligence. Students will explore related topics including terrorism and strategic response, planning and tactics in homeland defense, and emergency response.

Required courses

- JUS 606 - Planning/Tactics: Homeland and WMD Minimum Credits: 3
- JUS 607 - Terrorism and Strategic Response Minimum Credits: 3

Select one (1) of the following courses:

- JUS 620 - Emergency Management Minimum Credits: 3
- JUS 621 - Contemporary Issues/Homeland Security Minimum Credits: 3

Law and Legal Process Certificate

For students in majors other than the B.S. in Justice Studies, non-matriculated students, part-time students, and other students by approval of Department Chair.

This optional 12-credit program is designed for students interested in future careers or graduate study in the areas of law, court administration, or legal administration. Students explore related topics including judicial administration, law and evidence, and criminal procedure.

Required Courses

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
or
- POL 306 - The American Legal Tradition Minimum Credits: 3
- JUS 261 - Judicial Administration Minimum Credits: 3

Select two (2) of the following:

- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 331 - Juvenile Justice System Minimum Credits: 3

- JUS 335^ - Private Security Law Minimum Credits: 3
- JUS 376 - Criminal Procedure Minimum Credits: 3
- JUS 395 - The Death Penalty Minimum Credits: 3
- JUS 485 - Forensic Law Minimum Credits: 3
- JUS 496 - Administrative Law Minimum Credits: 3
- JUS 497 - Law and Evidence Minimum Credits: 3
- BUS 206 - Business Law I Minimum Credits: 3
- BUS 307 - Business Law II Minimum Credits: 3
- POL 210 - American Politics Minimum Credits: 3
- POL 305 - State and Local Government Minimum Credits: 3
- POL 316 - Legal Reasoning and the Constitution Minimum Credits: 3

Total Credits: 12

Leadership of Non-Profit Organizations Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Required Courses

Foundation Requirements

- MKT 500 - Marketing Strategies Minimum Credits: 3
- MKT 660 - Marketing Strategies for Not-For-Profit Organizations Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3
- OL 665 - Leading/Managing Not-For-Profit Orgs Minimum Credits: 3
- OL 670 - Organizational Leadership Minimum Credits: 3

Total Credits: 18

Liberal Arts, A.A.

Interim Executive Director: Anthony Siciliano

The Associate of Arts degree in Liberal Arts is a two-year program. Students completing this program may transfer to a four-year liberal arts major or a four-year business program.

Liberal Arts Curriculum - Associate of Arts

- COM 212 - Public Speaking Minimum Credits: 3
- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- FAS 201 - Introduction to Humanities I Minimum Credits: 3
- FAS 202 - Introduction to Humanities II Minimum Credits: 3
- IT 100 - Introduction to Information Technology Minimum Credits: 3
- HIS - One History elective
- LIT - One English Literature elective
- PHL - One Philosophy elective
- SCI - One Science elective

Select one of the following:

- MAT 130 - Applied Finite Mathematics Minimum Credits: 3
- MAT 135 - The Heart of Mathematics Minimum Credits: 3
- MAT 140 - Precalculus Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 211 - Applied Calculus II Minimum Credits: 3
- MAT 230 - Discrete Mathematics Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
- MAT 299 - Mathematical Proof and Problem Solving Minimum Credits: 3

Select two of the following:

The General Education Program - Social and Behavioral Science (ESBS)

Free Electives: 15 Credits

Liberal Arts Electives: 6 Credits

Total Credits: 60

Management II, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Bachelor of Science in Management program is designed for motivated professionals who have earned a business-related associate degree and have a desire to advance in their careers. The B.S. in Management builds upon the general education foundation and business knowledge gained from a business-related associate degree through the concentrated study of management theory and practice.

Students will study topics related to core business functions and business sustainability, referred to as the triple bottom line (TBL), which addresses the interconnectedness of the economy, environment, and society (Crane & Matten, 2010). In order to prepare managers to respond to the opportunities and challenges in business and society today, the B.S. in Management closely examines such topics as economics, finance, leadership, marketing,

organizational behavior, project management, and systems analysis and design. Additionally, the B.S. in Management establishes the connection between business and society by exploring business sustainability topics including the social environment of business, environmental issues, and sustainable communities. Upon graduation, students will understand their roles as citizens in a globally engaged and diverse democracy and how they or their organizations' actions impact the greater society.

This program includes articulation agreements with approved institutions as a contingency for admissions.

Management II Curriculum - Bachelor of Science

Prior courses accepted through an articulation agreement with approved institutions.

General Education Program: 45 Credits

The General Education Program

Major Courses: 60 Credits

- BUS 206 - Business Law I Minimum Credits: 3
- ECO 301 - Managerial Economics Minimum Credits: 3
- FIN 320 - Principles of Finance Minimum Credits: 3
- IT 210 - Business Systems Analysis and Design Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- MKT 433 - Multinational Marketing Minimum Credits: 3
- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 326 - Social Environment of Business Minimum Credits: 3
- OL 328 - Leadership Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3
- PHL 316 - Business Ethics Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- SCI 219 - Environmental Issues Minimum Credits: 3
- SOC 318 - Sustainable Communities Minimum Credits: 3
- MGT 320 - Business Sustainability Minimum Credits: 3
- MGT 480 - Sustainability Business Strategy Capstone Minimum Credits: 3

Select three courses from the following disciplines:

- ACC - Accounting elective
- BUS - Business elective
- COM - Communication elective
- ECO - Economics elective
- ENV - Environmental Studies elective
- FIN - Finance elective
- IDS - Interdisciplinary Studies elective
- INT - International Business elective
- OL - Organizational Leadership elective
- MKT - Marketing elective
- POL - Political Science elective

- PSY - Psychology elective
- QSO - Quantitative Studies elective
- SCI - Science elective
- SOC - Sociology elective

Free Electives: 15 Credits**Total Credits: 120**

Management, M.S.

Executive Director: Dr. Bruce Stetar**Associate Dean: Dr. Alexandru Manus**

Today's managers are tasked with a multitude of strategic and tactical responsibilities that require them to be agile, adaptive, and accountable to the organization. Managers are stewards of the organization and the business' brand and are responsible for developing talent accordingly while maximizing production and output in ethical, effective, and supportive ways. Additionally, organizations face massive changes in structure, products, and goals in the midst of an ever-changing political, diverse, decentralized and global landscape. It is crucial that graduate education prepares individuals interested in assuming or advancing in current management positions to tackle these challenges with data driven decision making, strong ethics, courage, agility, and practical application of proven management theory.

The Master of Science in Management degree offers a wide range of students the opportunity to develop advanced management skills in a variety of areas and contexts. Students deepen their understanding in critical areas such as effective business communication, data-driven decision making, developing and supporting talent, project management, supporting and fostering stewardship of an organization's culture and brand, leadership, and strategic planning.

In this way, the M.S. in Management positions graduates as those who can support an organization's mission, values, and goals by getting the most out of their teams, resources, and processes. Graduates from this program will be well-prepared to manage through an unpredictable, changing landscape of business in whatever industry they choose.

M.S. Management Curriculum**Foundation Courses (as needed)**

- OL 501 - Business Foundations Minimum Credits: 3

Major Courses: 36 credits

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- QSO 500 - Business Research Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3
- MKT 690 - Corporate Communications Minimum Credits: 3
- MGT 510 - Cultivating Organizational Culture Minimum Credits: 3
- MGT 600 - Resource Planning and Decision Making Minimum Credits: 3
- MGT 701 - Critical Issues in Management Capstone Minimum Credits: 3

Choose four courses from the following:

- CSR 610 - Business Ethics and Culture Minimum Credits: 3
 - MKT 668 - Services Marketing Minimum Credits: 3
 - QSO 600 - Operations Management Minimum Credits: 3
 - QSO 610 - Management of Service Operations Minimum Credits: 3
 - WCM 610 - Intro Org Conflict Management Minimum Credits: 3
 - WCM 620 - Managing Difficult Conversations at Work Minimum Credits: 3
- Or choose any 600 level OL course

Total Credits: 36

Marketing Graduate Certificate

Executive Director: Dr. Bruce Stetar**Associate Dean: Dr. Alexandru Manus**

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Marketing is a valuable and exciting complement to any program of graduate study. The Graduate Certificate in Marketing program is designed to offer either an in-depth focus on a particular area of marketing, or a broad exposure to the range of the marketing discipline, depending upon the courses selected. Coursework engages students with current theories and the application of those theories to real world classic and contemporary challenges and issues.

Required Courses

- MKT 500 - Marketing Strategies Minimum Credits: 3
Select an additional four (4) courses with a prefix of MKT.

Total Credits: 15

Marketing Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The Marketing minor is comprised of six courses in marketing that give students a basic knowledge of the field. Students may earn a minor in Marketing by successfully completing the following courses:

Required Courses

May require additional prerequisites. Check course descriptions.

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 337 - Marketing Research Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- Choose three courses with MKT prefix.

Total Credits: 18

Marketing, A.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Associate degree in marketing provides students with a basic knowledge of the various aspects of the marketing discipline and augments it with additional knowledge in other business and liberal arts areas.

This program is designed for students seeking entry-level positions in the marketing field. Courses required in the associate program also meet the requirements of the bachelor's degree program in marketing should students wish to pursue a Bachelor of Science degree later.

Marketing Curriculum - Associate of Science

- ACC 201 - Financial Accounting Minimum Credits: 3
- ACC 202 - Managerial Accounting Minimum Credits: 3
- ECO 201 - Microeconomics Minimum Credits: 3
- ECO 202 - Macroeconomics Minimum Credits: 3
- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- MKT - Five Marketing electives

Select one of the following:

The General Education Program - Social and Behavioral Sciences (ESBS)

Select one of the following:

The General Education Program - Humanities and Fine Arts (EFAH)

Select one of the following:

The General Education Program - Science, Technology, and Mathematics (ESTM)

Free Electives: 9 Credits

Total Credits: 60

Marketing, B.S. (with concentration option)

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The marketing field encompasses activities related to: identifying needs of prospective customers, selecting a target market, designing a product, packaging, pricing, advertising, selling, distributing, and servicing products in both domestic and international markets. It is the driving force in business. Therefore, the degree to which companies are able to do it well and respond to customer needs and wants largely determines their success.

Southern New Hampshire University's Marketing Program integrates theory and application. Marketing majors also study general management, finance, organizational behavior, information technology and selected liberal arts courses, ensuring that students learn the tenets of marketing in concert with those disciplines. Domestic and international marketing internships and study abroad programs allow Marketing majors additional opportunities to link marketing theory with practice.

Students will also formulate an ePortfolio and a career portfolio which are included in the coursework of the marketing curriculum.

Marketing Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 30 Credits

- MKT 265 - Social Media & Marketing Communications Minimum Credits: 3
- MKT 270 - Professional Selling Minimum Credits: 3
- MKT 337 - Marketing Research Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- MKT 432 - Strategic Marketing Planning Minimum Credits: 3

Select five of the following or the concentration:

Note: If taking the concentration, select two Marketing electives.

- ADV 263 - Advertising Copy and Design Minimum Credits: 3
- ADV 340 - Advertising Media Planning Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- MKT 490 - Marketing Internship Minimum Credits: 0 (variable credit course)

- MKT - Any (1-5) Marketing elective(s)

Social Media Marketing

- MKT 355 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 455 - Social Media Marketing Campaigns Minimum Credits: 3

Select one of the following:

- COM 310 - Social Media Minimum Credits: 3
- MKT 229 - Principles of Integrated Marketing Communications Minimum Credits: 3

Free Electives: 15 Credits

Total Credits: 120

Marketing, M.S. (with concentration option)

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The Master of Science in Marketing curriculum includes an in-depth program of marketing study, while at the same time providing a broad range of elective courses that facilitate and support students' success in the workplace. Marketing Core Requirements provide a general marketing context while Marketing elective offerings provide more detailed study of specific areas within the marketing discipline. In addition, involvement with a variety of other disciplines, such as international business, information technology, sport management, is possible through related elective courses, allowing students to investigate and apply marketing theory and perspective in specific areas of interest.

A minimum of twelve courses are required to complete the M.S. in Marketing degree, including a minimum of 10 courses with an MKT designation.

Foundation Course:

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3

Marketing Core Requirements

- INT 640 - Multinational Market Strategies Minimum Credits: 3
- MKT 500 - Marketing Strategies Minimum Credits: 3
- MKT 605 - Integrated Marketing Communications Minimum Credits: 3
- MKT 618 - Marketing Analytics Minimum Credits: 3
- MKT 620 - Consumer Behavior Minimum Credits: 3
- MKT 625 - Strategic Internet Marketing Minimum Credits: 3
- MKT 675 - Ethical and Legal Issues in Marketing Minimum Credits: 3
- MKT 700 - Marketing Capstone Minimum Credits: 3

Marketing Electives

Choose four (4) courses from MKT, or the following:

QSO 510, QSO 600, QSO 630, QSO 640 or SPT 608

or Choose one concentration below:

Marketing Research Analytics

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- MKT 630 - Market Research Minimum Credits: 3
- MKT 635 - Websites and SEM/SEO Minimum Credits: 3
- MKT 679 - Advanced Marketing Research and Analytic Minimum Credits: 3

New Media and Communications

- COM 500 - Communication, Media & Society Minimum Credits: 3
- COM 540 - Second Self: Identity & Personal Brands Minimum Credits: 3
- COM 565 - Communication with Media Technology Minimum Credits: 3
- COM 568 - New Media Campaign Design & Marketing Minimum Credits: 3

Social Media Marketing

- MKT 555 - Social Media Minimum Credits: 3
- MKT 645 - Online Marketing Channels Minimum Credits: 3
- MKT 655 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 666 - Social Media Marketing Campaigns Minimum Credits: 3

Total Credits: 36

Mathematics Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The Mathematics Minor at SNHU is devoted to learning and understanding computational problems in calculus as well as proof and problem solving in pure mathematics. The Mathematics Minor has the following learning outcomes:

- Demonstrate the capacity to solve computational problems in calculus.
- Demonstrate the capacity to write proofs and problem solve in pure mathematics.

Required Courses

- MAT 299 - Mathematical Proof and Problem Solving Minimum Credits: 3

Select one of the following:

- MAT 210 - Applied Calculus I Minimum Credits: 3

- MAT 225 - Calculus I: Single-Variable Calculus Minimum Credits: 3

Select three of the following:

at least one of which must be MAT 415 or MAT 470.

Students may not take both MAT 211 and MAT 275

- MAT 211 - Applied Calculus II Minimum Credits: 3
- MAT 275 - Calculus II: Integration & Series Minimum Credits: 3
- MAT 135 - The Heart of Mathematics Minimum Credits: 3
- MAT 230 - Discrete Mathematics Minimum Credits: 3
- MAT 310 - Number Theory Minimum Credits: 3
- MAT 325 - Calculus III: Multivariable Calculus Minimum Credits: 3
- MAT 361 - Geometry for Teachers Minimum Credits: 3
- MAT 380 - Error-correcting Codes Minimum Credits: 3
- MAT 415 - Abstract Algebra Minimum Credits: 3
- MAT 460 - Topology Minimum Credits: 3
- MAT 470 - Real Analysis Minimum Credits: 3
- MAT 480 - Independent Study Minimum Credits: 3

Note(s):

MAT 211 and MAT 275 may not both be taken for credit. Also, AP credit for MAT 210, MAT 211, MAT 225, MAT 275, or MAT 240 may count towards the Mathematics Minor.

Total Credits: 15

Mathematics, B.A. (with concentration option)

Executive Director: Dr. Gwendolyn Britton

The Mathematics major at Southern New Hampshire University fosters an appreciation for the significant role mathematics has played in society from early times through the modern technological age. In particular, students pursuing the Mathematics major will develop an advanced ability in mathematical methods, reasoning and problem solving in three main areas of math: analysis, algebra and statistics. Students pursuing the Mathematics major also elect courses based on their particular interests in math, including mathematics education, pure mathematics or applied mathematics. An SNHU graduate with a Mathematics major is prepared for a broad range of careers in quantitative fields including, but not limited to, business, education and government agencies. In addition, the SNHU mathematics major will serve as strong preparation for students interested in pursuing graduate studies in quantitative fields.

Mathematics Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Note: Mathematics Majors must take MAT 230 and MAT 240 as part of General Education Program.

Arts & Sciences Required Courses: 9 Credits

- PHL 214 - Formal Logic Minimum Credits: 3
- GEO 200 - World Geography Minimum Credits: 3

Select one of the following:

- COM 341 - Technical Writing Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3

Major Courses: 33 Credits

- MAT 225 - Calculus I: Single-Variable Calculus Minimum Credits: 3
- MAT 275 - Calculus II: Integration & Series Minimum Credits: 3
- MAT 299 - Mathematical Proof and Problem Solving Minimum Credits: 3
- MAT 325 - Calculus III: Multivariable Calculus Minimum Credits: 3
- MAT 330 - Differential Equations Minimum Credits: 3
- MAT 350 - Applied Linear Algebra Minimum Credits: 3
- MAT 415 - Abstract Algebra Minimum Credits: 3
- MAT 470 - Real Analysis Minimum Credits: 3

Select three of the following or the Concentration:

- MAT 135 - The Heart of Mathematics Minimum Credits: 3
- MAT - 200+ level Mathematics electives
****Excluding: MAT 206; MAT 210; MAT 211; MAT 360; MAT 362; MAT 490; MAT 495; EDU 441****

Applied Mathematics Concentration: 9 Credits

- MAT 375 - Mathematical Modeling Minimum Credits: 3
- MAT 430 - Seminar in Applied Mathematics Minimum Credits: 3
Select one of the following:
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3
- MAT 410 - Operations Research Minimum Credits: 3
- MAT 420 - Dynamic Models Minimum Credits: 3

Note:

AP, IB or transfer credit for MAT 225; MAT 240 ; or MAT 275 may count towards the Mathematics Major.

Free Electives: 33 Credits**Total Credits: 120**

Nursing, B.S.N.

Executive Director: Dr. Sherrie Palmieri

The R.N. to B.S. in Nursing Program is designed for students who hold an Associate's Degree in Nursing and who wish to earn a Bachelor's of Science in Nursing. Students complete their education requirements towards nursing licensure prior to entry into this program. As students progress, they build upon the Institute's or Medicine *Nurse of the Future* competencies, widely adopted by the nursing profession as critical to the success of today's nurses. At the same time, this program is designed to meet Commission on Collegiate Nursing Education (CCNE) accreditation requirements. CCNE, an autonomous accrediting agency, ensures the quality and integrity of baccalaureate and graduate programs in nursing.

Hospitals, and other health profession employers, are increasingly seeking R.N.'s with Baccalaureate level education and demonstrable strength in the core competencies as described in the *Nurse of the Future* framework. The Institute of Medicine recommends states strive for an 80/20% ratio of bachelor's educated nurses compared to those with associate's degrees in a state's workforce. In New Hampshire only 20 percent of nurses hold a bachelor's degree as of January 2012. The median age in New Hampshire, Vermont, and Maine indicates that they are among the top 5 oldest of states in the US. The aging population will increase demand for qualified, competent nurses. On April 1, 2011, the US Bureau of Labor Statistics reported that the healthcare sector is continuing to grow. Hospitals, long-term care facilities, and other ambulatory care settings added 37,000 new jobs in March 2011. As the largest segment of the healthcare workforce, R.N.s likely will be recruited to fill many of these new positions. Students in this program prepare for positions as direct-care providers, Nurse Managers, Unit Managers and other leadership roles.

Nursing Curriculum - Bachelor of Science in Nursing

General Education Program: 42 Credits

- ENG 122 - English Composition I Minimum Credits: 3
- ENG 123 - English Composition II Minimum Credits: 3
- BIO 205 - Human Anatomy and Physiology I Minimum Credits: 3
- BIO 205L - Human Anatomy and Physiology I Lab Minimum Credits: 1
- BIO 211 - Anatomy and Physiology II Minimum Credits: 3
- BIO 211L - Anatomy and Physiology II Lab Minimum Credits: 1
- BIO 212 - Microbiology Minimum Credits: 3
- BIO 212L - Microbiology Lab Minimum Credits: 1
- IHP 220 - Applied Nutrition Minimum Credits: 3
- IHP 340 - Statistics for Healthcare Professionals Minimum Credits: 3
- PSY 108 - Introduction to Psychology Minimum Credits: 3
- PSY 211 - Lifespan Development Minimum Credits: 3
- EFAH - Two EFAH electives
- ESBS - One ESBS elective
- EGED - One EGED elective

Major Courses: 66 Credits

****Students with a completed associates degree or diploma in nursing are awarded 36 credits for coursework****

- NUR 310 - Nursing Leadership and Management Minimum Credits: 6
- NUR 320 - Patient-Centered Assessments Minimum Credits: 6
- NUR 330 - Research and Evidence-Based Practice Minimum Credits: 6
- NUR 410 - Community and Global Health Minimum Credits: 6
- NUR 480 - Policy, Law, Ethics, and Regulation Minimum Credits: 6
- ASN Transfer Electives: 36 Credits

Free Electives: 12 Credits**Total Credits: 120****Nursing, M.S.N. (with concentration option)****Executive Director: Dr. Sherrie Palmieri**

This graduate nursing program addresses the recommendations of the Institutes of Medicine (IOM), that nurses engage in life-long learning and that nurses have the authority to work to their educational capacity. The Master of Nursing program expands the partnership between the Community Colleges of Southern New Hampshire and SNHU to offer a seamless transition from an ADN to BSN with continuation of a graduate program that meets the competencies for the Clinical Leader and Nursing Leadership in Patient Safety and Quality.

In the Institute of Medicines, The Future of Nursing explores how nurses' roles, responsibilities, and education should change significantly to meet the increased demand for care that will be created by health care reform and to advance improvements in America's increasingly complex health system. The Institute for Healthcare Improvement has set a 5-year goal of focusing patient safety on patient-centered care. Nurses are uniquely positioned to contribute to the development of systems and processes to achieve that goal.

Recommendations included in the IOM text for the redesign of nursing education include: competencies necessary for continuous improvement of the quality and safety of healthcare systems- patient-centered care, teamwork and collaboration, evidence-based practice, along with the skills and methods for leadership and management for continual process improvement. The proposed graduate curriculum speaks to the above competencies.

Nursing Curriculum - Master of Science in Nursing**Foundation Requirement (as needed):**

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3

Required Courses: 30 credits

- NUR 500 - Advanced Nursing Concepts Minimum Credits: 3
- NUR 502 - Teaching and Learning in Nursing Minimum Credits: 3
- NUR 506 - Evidence-Based Practice Minimum Credits: 3
- NUR 680 - Nursing Capstone Seminar Minimum Credits: 3
- NUR 681 - Nursing Capstone Project Minimum Credits: 3
- IHP 501 - Global Health and Diversity Minimum Credits: 3
- IHP 504 - Healthcare Policy and Financing Minimum Credits: 3
- IHP 505 - Leadership in Clinical Microsystems and Process Minimum Credits: 3
- HCM 500 - Healthcare Informatics Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3

Select three of the following or one concentration: 9 credits

- HCM 525 - Inferential Statistics Minimum Credits: 3
- HCM 600 - Social & Organizational Issues in Healthcare Minimum Credits: 3
- IHP 605 - Error Science, Risk Assess & Disclosure Minimum Credits: 3
- IHP 610 - Health Policy, Law, Ethics, and Regulation Minimum Credits: 3

- IHP 615 - Independent Study Minimum Credits: 1
- NUR 601 - Advanced Pathophysiology Minimum Credits: 3
- NUR 602 - Advanced Pharmacology Across the Life Span Minimum Credits: 3
- NUR 603 - Epidemiology Minimum Credits: 3
- NUR 604 - Healthcare Quality and Improvement Minimum Credits: 3
- NUR 606 - Communications and Collaboration Minimum Credits: 3

Clinical Leader

- NUR 601 - Advanced Pathophysiology Minimum Credits: 3
- NUR 602 - Advanced Pharmacology Across the Life Span Minimum Credits: 3
- NUR 607 - Advanced Health Assessment Minimum Credits: 3

Patient Quality and Safety

- NUR 604 - Healthcare Quality and Improvement Minimum Credits: 3
- NUR 605 - Error Science, Risk Assessment and Disclosures Minimum Credits: 3
- NUR 606 - Communications and Collaboration Minimum Credits: 3

Total Credits: 39

Operations and Project Management Accelerated Track, B.S. to M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The Master of Science in Operations and Project Management (MSOPM) is a 36-credit program that gives students the knowledge, skills, and education necessary to pursue or accelerate careers in Operations Management and Project Management. This program provides a market-relevant combination of a comprehensive business education with real-world applications.

Operations and Project Management, B.S. Accelerated Track Curriculum

General Education Program: 45 credits

The General Education Program

Business Core: 30 credits

The Business Core

Major Courses: 30 credits

- QSO 310 - Management of Service Operations Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3

- QSO 340 - Project Management Minimum Credits: 3
- QSO 360 - Six Sigma Quality Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
Project Management Accelerated Track (two graduate courses):
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3
Choose two from the following:
- QSO 345 - Project Management/CAPM Certification Minimum Credits: 3
- QSO 490 - Operations/Project Management Internship Minimum Credits: 3
- ECO 301 - Managerial Economics Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3

Free Electives: 15 credits

M.S. Operations and Project Management Accelerated Track Curriculum

Major Courses: 30 credits

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 600 - Operations Management Minimum Credits: 3
- QSO 680 - Seminar in Project Management Minimum Credits: 3
- QSO 690 - Topics in Operations Management Minimum Credits: 3
Choose four elective courses out of the following (at least one of which should be a QSO course):
- QSO 500 - Business Research Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 610 - Management of Service Operations Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 625 - Six Sigma for Black Belt Certification Minimum Credits: 3
- QSO 630 - Supply Chain Management Minimum Credits: 3
- QSO 635 - International Supply Chain Management Minimum Credits: 3
- QSO 645 - Project Management for PMP Certification Minimum Credits: 3
- QSO 710 - Internship in Operations/Project Management Minimum Credits: 3
- ACC 500 - Managerial Accounting Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- MKT 500 - Marketing Strategies Minimum Credits: 3
- IT 630 - Computer Simulation and Modeling Minimum Credits: 3
Take ANY two graduate courses, in addition to the above courses.

Total Credits: 150

Operations and Project Management, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

Operations Management is the planning and execution of operations (routine work) in the service and manufacturing worlds, including demand forecasting, production planning, inventory control, quality management, and supply chain collaboration. Project Management is the planning and execution of projects (non-routine work) in the service and business worlds, including project initiating, project planning, project executing, project monitoring and controlling, and project closing. Efficient management of operations and projects is of utmost importance for both the success and survival of a firm. This program is designed for students interested in the production of goods and services and the application of quantitative methods to solve business problems. The program also serves students interested in planning and executing a variety of projects in service and manufacturing firms. The program helps students to pursue careers such as Operations Analyst/Manager, Project Analyst/Coordinator/Manager, Supply Chain Analyst/Manager, Production Planner, Logistics Engineer, Distribution Analyst/Manager, Purchasing Analyst/Manager, Inventory Control Analyst/Manager, Quality Analyst/Manager, Plant Manager, Warehouse Manager, Materials Manager, and Master Scheduler.

Operations and Project Management Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

Major Courses: 30 Credits

- QSO 310 - Management of Service Operations Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- QSO 340 - Project Management Minimum Credits: 3
- QSO 360 - Six Sigma Quality Management Minimum Credits: 3
- QSO 440 - Topics in Project Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3

Select three of the following:

- ECO 301 - Managerial Economics Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3
- MAT 210 - Applied Calculus I Minimum Credits: 3
- MAT 300 - Applied Statistics II: Regression Analysis Minimum Credits: 3
- QSO 345 - Project Management/CAPM Certification Minimum Credits: 3
- QSO 490 - Operations/Project Management Internship Minimum Credits: 3
Note: Students may use only 3 credits of QSO-490 towards the program

Free Electives: 15 Credits

Total Credits: 120

Operations and Project Management, M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The Master of Science in Operations and Project Management (MSOPM) is a 36-credit program that gives students the knowledge, skills, and education necessary to pursue or accelerate careers in Operations Management and Project Management. This program provides a market-relevant combination of a comprehensive business education with real-world applications.

Foundation Course:

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3

Program Requirements

Required Courses

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 600 - Operations Management Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3
- QSO 680 - Seminar in Project Management Minimum Credits: 3
- QSO 690 - Topics in Operations Management Minimum Credits: 3

Select five of the following and two business electives:

- ACC 500 - Managerial Accounting Minimum Credits: 3
- IT 630 - Computer Simulation and Modeling Minimum Credits: 3
- MKT 500 - Marketing Strategies Minimum Credits: 3
- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- QSO 500 - Business Research Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 610 - Management of Service Operations Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 625 - Six Sigma for Black Belt Certification Minimum Credits: 3
- QSO 630 - Supply Chain Management Minimum Credits: 3
- QSO 635 - International Supply Chain Management Minimum Credits: 3
- QSO 645 - Project Management for PMP Certification Minimum Credits: 3
- QSO 710 - Internship in Operations/Project Management Minimum Credits: 3
- Select any two graduate business electives

Note(s):

At least 21 credit hours must be QSO.

Total Credits: 36

Operations and Supply Chain Management Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Operations Management focuses on the effective management of resources and activities that produce or deliver the goods and services in manufacturing and service organizations. Supply Chain Management is a set of strategies, concepts, and techniques for integrating suppliers, manufacturers, warehouses, transportation providers, and retailers. This Certificate Program is designed to expose students to Operations and Supply Chain Management concepts and techniques necessary for a business to provide the right product at the right time in the right quantity to meet customer requirements.

Required Courses

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 600 - Operations Management Minimum Credits: 3
- QSO 630 - Supply Chain Management Minimum Credits: 3
- QSO 690 - Topics in Operations Management Minimum Credits: 3

Choose two from the following

- IT 630 - Computer Simulation and Modeling Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 610 - Management of Service Operations Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 635 - International Supply Chain Management Minimum Credits: 3
- QSO 710 - Internship in Operations/Project Management Minimum Credits: 3

Total Credits: 18

Operations and Supply Chain Management Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Operations and Supply Chain Management focuses on the effective management of resources and activities that produce or deliver the goods and services in manufacturing and service organizations. This minor will expose you to

concepts and techniques to effectively manage the people, materials, equipment, and processes that a business needs to design, produce and deliver its goods and services.

Choose five of the following:

- QSO 300 - Operations Management Minimum Credits: 3
 - QSO 310 - Management of Service Operations Minimum Credits: 3
 - QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
 - QSO 330 - Supply Chain Management Minimum Credits: 3
 - QSO 360 - Six Sigma Quality Management Minimum Credits: 3
 - QSO 490 - Operations/Project Management Internship Minimum Credits: 3
- NOTE: Students may use only 3 credits of QSO 490 towards the minor

Total Credits: 15

Organizational Leadership Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students may earn a minor in Organizational Leadership by successfully completing the following six courses:

Required Courses

- OL 125 - Human Relations in Administration Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3
- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 324 - Managing Quality Minimum Credits: 3
- OL 328 - Leadership Minimum Credits: 3
- OL 342 - Organizational Behavior Minimum Credits: 3

Total Credits: 18

Organizational Leadership, M.S.

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

The M.S. in Organizational Leadership focuses on providing students with the opportunity to develop skills in leadership, communication, problem-solving and teamwork. These skills are critical for successfully managing and leading organizations in today's chaotic environment. The 12-course (36-credit) program is designed for both experienced professionals who are seeking to advance in their careers, and for individuals with limited professional experience who are seeking to develop skills that will prepare them to successfully manage and lead teams, departments, areas and organizations.

Foundation Courses:

- MBA 501 - Mathematics and Statistics for Business Minimum Credits: 3
- MBA 502 - Economics for Business Minimum Credits: 3

Required Courses

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 600 - Strategic Human Resource Management Minimum Credits: 3
- OL 663 - Leading Change Minimum Credits: 3
- OL 670 - Organizational Leadership Minimum Credits: 3
- OL 690 - Responsible Corporate Leadership Minimum Credits: 3
- OL 750 - Contemporary Issues in Organizational Leadership Minimum Credits: 3
- Select three graduate OL electives
- Select three graduate business electives

Total Credits: 36

Patient Safety and Quality Graduate Certificate

Executive Director: Dr. Sherrie Palmieri

The Graduate Certificate in Patient Safety and Quality, provide health care professionals ways to design quality patient care practices and to develop an organizational culture of patient safety. Students will focus on inter-professional teamwork, communication and collaboration, medical error science, and organizational change. Graduates of the program will have the skills to design, implement, and lead a broad range of patient safety activities.

Required Courses:

- HCM 500 - Healthcare Informatics Minimum Credits: 3
- NUR 604 - Healthcare Quality and Improvement Minimum Credits: 3
- IHP 605 - Error Science, Risk Assess & Disclosure Minimum Credits: 3
- NUR 606 - Communications and Collaboration Minimum Credits: 3

Total Credits: 12

Philosophy Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Philosophy by successfully completing 15 credits in philosophy.

Required Courses

Select five (5) PHL courses

Total Credits: 15

Policing and Law Enforcement Certificate

For students in majors other than the B.S. in Justice Studies, non-matriculated students, part-time students, and other students by approval of Department Chair.

This optional 12-credit program is designed for students interested in future careers or graduate study in policing and law enforcement. Students will explore related topics including community policing, police organization and management, and investigative techniques.

Required Courses

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
or
- POL 306 - The American Legal Tradition Minimum Credits: 3
- JUS 102 - American Policing Minimum Credits: 3

Select two (2) of the following:

- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 201 - Criminal Investigation Minimum Credits: 3
- JUS 202 - Industrial and Retail Security Minimum Credits: 3
- JUS 345 - Probation and Parole Minimum Credits: 3
- JUS 351^ - Civil Liability of CJ Personnel Minimum Credits: 3
- JUS 394 - Problems in Policing Minimum Credits: 3
- JUS 465 - Police Organization and Management Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Total Credits: 12

Political Science Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The Political Science minor at Southern New Hampshire University provides students with a theoretical and practical foundation in the art and science of politics. It emphasizes the development of critical-thinking and analytical skills in political contexts, as well as the ability to communicate effectively both orally and in writing on topics of political concern.

A student may earn a minor in Political Science by completing the following courses:

Required Courses

- POL 210 - American Politics Minimum Credits: 3
- POL 211 - International Relations Minimum Credits: 3
- POL 314 - Political Theory Minimum Credits: 3

- SCS 224 - Social Science Research Methods Minimum Credits: 3

Choose one of the following:

- POL 305 - State and Local Government Minimum Credits: 3
- POL 306 - The American Legal Tradition Minimum Credits: 3
- POL 324 - Congress and the Legislative Process Minimum Credits: 3
- POL 362 - The American Presidency Minimum Credits: 3

Total Credits: 15

Political Science, M.S.

Interim Executive Director: Anthony Siciliano

The prospects for competent and professional entrants into the field of political science are boundless. In an age when political rhetoric can often take the forefront over sincere and critical debate of issues that directly involve the common good, the study of political science and its potential for affecting positive change is necessary in the 21st century marketplace.

The MS in Political Science at the College of Online and Continuing Education at SNHU benefits from this growth opportunity by taking a pragmatic approach to the study of Political Science and effectively preparing students for professional careers in a variety of occupations. Students will focus not only on theoretical approaches but also on the tools of statistical analysis of contemporary issues while promoting self-directed learning and the exploration of questions from a multitude of perspectives.

Graduates of the MS degree program could potentially pursue careers in advocacy, public policy, government business writing, education, campaign development and strategy, political statistical analysis, and many other fields.

M.S. Political Science Curriculum

Major Courses: 24 credits

- POL 500 - Research and Analysis in Political Science Minimum Credits: 3
- POL 510 - The Study and Practice of Political Science Minimum Credits: 3
- POL 520 - American Governmental Institutions Minimum Credits: 3
- POL 530 - Contemporary Political Thought Minimum Credits: 3
- POL 540 - Global Political Systems Minimum Credits: 3
- POL 550 - Political Parties, Interest Groups, and Lobbying Minimum Credits: 3
- PAD 632 - Foundations of Public Policy Minimum Credits: 3
- POL 790 - Capstone in Political Science Minimum Credits: 3

Major Electives: 12 credits

Choose 4 of the following (2 must be POL courses):

- COM 530 - Law & Ethics: A Line in the Sand Minimum Credits: 3
- COM 600 - Communication for Leadership Minimum Credits: 3
- PAD 631 - Strategic Management in Public Service Minimum Credits: 3
- PAD 633 - Intergovernmental Relations Minimum Credits: 3

- POL 608 - The Presidency and Congress Minimum Credits: 3
- POL 610 - Judicial Politics Minimum Credits: 3
- POL 612 - State, Local, and Urban Politics Minimum Credits: 3
- POL 614 - The Politics of Marginalization Minimum Credits: 3
- POL 632 - Advanced Campaign Management Minimum Credits: 3
- POL 634 - Campaigns, Elections, and Strategic Messaging Minimum Credits: 3
- POL 636 - Political Mobilization and Activism Minimum Credits: 3

Total Credits: 36

Professional Sales Minor

Students aspiring to enroll in the Professional Sales minor must demonstrate the potential and strong desire to pursue a career in sales. This minor allows students to develop their business-to-business communication, relationship building and sales skills through real life and experiential exercises. There is one-on-one coaching with Professional Sales industry professionals and thus this minor will be limited to those who display a strong aptitude and desire for the profession. Coursework is supplemented with opportunities for students to practice their sales skills through numerous role plays and presentations which are critiqued by faculty as well as sales professionals. This minor provides students with the necessary skills and experience to launch a successful career in sales. Students are strongly encouraged to complete a minimum of one sales-related internship and be an active member of the Students Professional Selling Association campus organization. Any student wishing to declare Professional Sales as a minor must complete a brief application process to ensure their understanding of the program and must receive a minimum of a "C" in MKT 270 Professional Selling.

Prerequisite:

- MKT 113 - Introduction to Marketing Minimum Credits: 3

Required Courses:

- MKT 270 - Professional Selling Minimum Credits: 3
- MKT 300 - Advanced Professional Selling Minimum Credits: 3
- MKT 320 - Sales Force Management Minimum Credits: 3
- MKT 331 - Business to Business Marketing Minimum Credits: 3
- Choose one from:
- ENG 220 - Business Communication Minimum Credits: 3
- PSY 258 - Industrial Organizational Psychology Minimum Credits: 3
- COM 322 - Advanced Public Speaking Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- MKT 490 - Marketing Internship Minimum Credits: 0 (variable credit course)

Total Credits: 15

Professional Writing Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Professional Writing by completing the following five courses:

Required Courses

- COM 235 - Introduction to Journalism Minimum Credits: 3
- COM 435 - Feature Writing Minimum Credits: 3
- ENG 220 - Business Communication Minimum Credits: 3
- ENG 350 - The English Language Minimum Credits: 3

Select one of the following:

- ENG 327 - Play Writing Workshop Minimum Credits: 3
- ENG 328 - Poetry Writing Workshop Minimum Credits: 3
- ENG 329 - Fiction Writing Workshop Minimum Credits: 3
- ENG 330 - Nonfiction Writing Workshop Minimum Credits: 3
- ENG 480 - Independent Study Minimum Credits: 3

Total Credits: 15

Project Management Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Project Management knowledge and skills are highly sought after by today's project-driven companies operating in the global market. The Project Management body of knowledge, tools and practices has grown over the years. This Certificate Program will prepare you to effectively manage the projects from start to finish.

Required Courses

- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3
- QSO 680 - Seminar in Project Management Minimum Credits: 3

Choose two from the following:

- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 630 - Supply Chain Management Minimum Credits: 3
- QSO 645 - Project Management for PMP Certification Minimum Credits: 3

- QSO 710 - Internship in Operations/Project Management Minimum Credits: 3

Total Credits: 15

Project Management Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The minor in Project Management would enable you to acquire the skills you will need to keep projects on task, on time, and on budget. The curriculum builds from theories of project management to real-world practices applicable to all industries and fields, including marketing, financial services, business administration, information technology, international trade, health sciences, government, construction, and more. A student may earn a minor in Project Management by completing the following courses:

Required Courses

- QSO 340 - Project Management Minimum Credits: 3
- QSO 440 - Topics in Project Management Minimum Credits: 3

Select three from the following:

- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
 - QSO 330 - Supply Chain Management Minimum Credits: 3
 - QSO 345 - Project Management/CAPM Certification Minimum Credits: 3
 - QSO 360 - Six Sigma Quality Management Minimum Credits: 3
 - QSO 490 - Operations/Project Management Internship Minimum Credits: 3
- NOTE: Students may use only 3 credits of QSO 490 towards the minor

Total Credits: 15

Psychology Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Psychology by successfully completing the following courses:

Required Courses

- PSY 108 - Introduction to Psychology Minimum Credits: 3
- PSY One PSY elective

Choose three of the following:

- PSY 211 - Lifespan Development Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3

- PSY 216 - Psychology of Personality Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 300 - Biopsychology Minimum Credits: 3
- PSY 305 - Cognitive Psychology Minimum Credits: 3

Total Credits: 15

Psychology, B.A. (with concentration option)

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

Our program stands out from those at other four-year institutions of higher education in that we put students in a position to start engaging in professional activities while they learn. Students are encouraged to participate in field experiences at mental health clinics and social service agencies, publish in Psychological journals and books, present professional papers, administer psychological tests, simulate therapy sessions and/or lead student organizations. Our program includes faculty who have won teaching awards and published books and journal articles.

We offer specific concentration areas including child/adolescent development, forensic psychology and mental health. Students also enjoy a variety of extracurricular opportunities. We have a Psychology Student Association and an honors association, Psi Chi. Alumni have attended graduate school or continued on to work (after graduating with a Bachelor of Arts degree) in such areas such as mental health clinics, social service agencies and human resource.

Psychology Curriculum - Bachelor of Arts

Psychology majors may choose to focus on a specific area of psychology. Students must take a minimum of 12 credits in the concentration

General Education Program: 45 Credits

The General Education Program

Note: Students must take MAT 240 as a General Education Requirement

Arts & Sciences Required Courses: 9 Credits

- BIO 210 - Introduction to Anatomy and Physiology Minimum Credits: 3

Select two of the following:

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
- JUS 325 - Law, Justice and Family Minimum Credits: 3
- JUS 468 - Crimes Against Children Minimum Credits: 3
- JUS 485 - Forensic Law Minimum Credits: 3
- POL 210 - American Politics Minimum Credits: 3
- POL 306 - The American Legal Tradition Minimum Credits: 3
- SCI 215 - Contemporary Health Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 317 - Sociology of the Family Minimum Credits: 3

- SOC 320 - Sociology of Gender Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3
- SOC 328 - Sociology of Aging Minimum Credits: 3

Major Courses: 24 Credits

- PSY 108 - Introduction to Psychology Minimum Credits: 3
- PSY 223 - Research I: Statistics for Psychology Minimum Credits: 3
- PSY 224 - Research II: Scientific Investigations Minimum Credits: 3
- PSY 444 - Senior Seminar in Psychology Minimum Credits: 3

Select four of the following:

- PSY 211 - Lifespan Development Minimum Credits: 3
- PSY 215 - Abnormal Psychology Minimum Credits: 3
- PSY 216 - Psychology of Personality Minimum Credits: 3
- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 300 - Biopsychology Minimum Credits: 3
- PSY 305 - Cognitive Psychology Minimum Credits: 3

Select four 200/300-level psychology electives or one concentration: 12 Credits**Child and Adolescent Development**

Psychology majors with a concentration in Child and Adolescent Development learn about how individuals gain skills and knowledge, progress socially, and grow physically from birth to adolescence. With the concentration, students gain the knowledge and skills necessary to work with infants, children and adolescents in a variety of settings and/or continue to graduate school.

- PSY 314 - Disorders of Childhood and Adolescence Minimum Credits: 3
- PSY 321 - Issues in Childhood Development Minimum Credits: 3
- PSY 322 - Issues in Adolescent Development Minimum Credits: 3

Select one of the following:

- PSY 201 - Educational Psychology Minimum Credits: 3
- PSY 230 - Psychology of Individual Differences and Special Needs Minimum Credits: 3
- PSY 291 - Experiential Learning Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- PSY 319 - Social Development: Child and Adolescent Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3
- PSY 443 - Psychology Internship Minimum Credits: 3
- PSY 480 - Independent Study Minimum Credits: 3

Forensic Psychology

Forensic Psychologists work at the intersection between psychology and law. The Forensic Psychology concentration challenges students to apply their research skills, psychological knowledge, and critical thinking abilities to a variety

of issues facing the legal system. Students who concentrate in this area study subjects such as; how psychologists serve as expert witnesses and advisors in courts, motives and patterns of criminal behavior, definitions for insanity, treatment, rehabilitation and assessments used in corrections and in private practice, eyewitness memory, and criminal profiling.

- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 310 - Criminal Psychology Minimum Credits: 3

Select two of the following courses:

- PSY 257 - Social Psychology Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3

Mental Health

Students selecting a concentration in Mental Health can be in the field as early as their freshman year gaining experience and augmenting their classroom learning. Students in this concentration will work closely with advisors.

- PSY 291 - Experiential Learning Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3
- PSY 443 - Psychology Internship Minimum Credits: 3

Addictions

The concentration in Addictions provides students with a venue to explore theories and contemporary research in addictive behaviors, which encompass many types beyond drug and alcohol addiction. Students will be exposed to the science behind addiction as well as practical applications related to treatment and prevention.

It is important to note that this concentration does not lead to licensure or certification of any kind in the addictions or substance abuse fields. However, students will be better prepared for pursuing peer-to-peer/community-related positions as well as pursuing graduate programs and/or future licensing opportunities. Behavioral Health Technician is another career direction that could be sought after completing this concentration.

- PSY 200 - Foundations of Addictions Minimum Credits: 3
- PSY 406 - Contemporary Issues in Addictions Minimum Credits: 3

Select two of the following:

- PSY 225 - Health Psychology Minimum Credits: 3
- PSY 315 - Counseling Process and Techniques Minimum Credits: 3
- PSY 335 - Assessment and Testing Minimum Credits: 3
- PSY 443 - Psychology Internship Minimum Credits: 3

Applied Psychology

The concentration in Applied Psychology encourages students to apply psychological concepts and research skills to the societal institutions of health, industry, education, law, and community service. Students will investigate how different areas of psychology seek to answer pertinent research questions and apply the approaches and theories

within these areas toward real-world situations. This concentration will help students identify potential specific areas of interest within psychology, which they may want to pursue further in graduate school.

- PSY 407 - Contemporary Issues in Applied Psychology Minimum Credits: 3

Select three of the following:

- PSY 201 - Educational Psychology Minimum Credits: 3
- PSY 205 - Forensic Psychology Minimum Credits: 3
- PSY 225 - Health Psychology Minimum Credits: 3
- PSY 226 - Sport Psychology Minimum Credits: 3
- PSY 258 - Industrial Organizational Psychology Minimum Credits: 3
- PSY 442 - Community Psychology Minimum Credits: 3

Social Psychology

The concentration in Social Psychology extends students' expertise in a fundamental area of psychology. It immerses students in specific topics that are at the core of social psychology, including conformity, obedience, attitudes, cross-cultural issues, and influence, among others. The design of the concentration courses assumes a base knowledge from the existing Social Psychology course; each course allows students to delve deeper into the rich body of social psychology knowledge and learn how it applies to contemporary society.

This concentration will provide students the skills they need to function practically in the real world and place themselves within the context of their selected field, whether in academia, the private business world, or the public realm. The abilities here will make the student a better researcher, writer, and critical thinker.

Select four of the following:

- PSY 323 - Psychology of Gender Minimum Credits: 3
- PSY 324 - Cross-Cultural Psychology Minimum Credits: 3
- PSY 326 - Social Cognition and Perception Minimum Credits: 3
- PSY 327 - Social Influence Minimum Credits: 3
- PSY 405 - Contemporary Issues in Social Psychology Minimum Credits: 3

Free Electives: 30 Credits

Total Credits: 120

Psychology, M.S. (with concentration option)

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The rapidly changing professional landscape of the 21st century has led to a growing demand for individuals with a formal psychology background. Industries such as business, marketing, education, health services, criminal justice, sports management, and information technology are increasingly seeking out individuals with these credentials to help improve performance, motivation, and general well-being within organizations.

The Master of Science in Psychology degree extends students' knowledge and expertise in the discipline, effectively preparing them to apply their skills in a wide variety of professions and contexts. Students deepen their understanding in critical areas such as research methods, cognitive psychology, social psychology, personality, learning theory, and ethical practice in psychology. Emphasis is placed on the practical application of psychological research to real world contexts. Students will sharpen and hone their skills as they work through ill-structured case studies relevant to psychological theories and methods.

While the Master of Science in Psychology degree does not lead to licensure or certification, students will find both the general psychology program and the concentrations well-aligned with industry standards and expectations. In addition, students will graduate with all of the knowledge and skill necessary for doctoral level coursework.

M.S. Psychology Required Courses:

Foundational Courses (as needed)

This coursework may be exempt based on undergraduate coursework.

- SCS 501 - Foundations in Statistics Minimum Credits: 3
- SCS 502 - Foundations in Research Methods Minimum Credits: 3

Major Courses

- PSY 510 - Research Methods in Psychology I Minimum Credits: 3
- PSY 520 - Research Methods in Psychology II Minimum Credits: 3
- PSY 530 - Advanced Social Psychology Minimum Credits: 3
- PSY 540 - Advanced Cognitive Psychology Minimum Credits: 3
- PSY 550 - Measurement and Assessment Minimum Credits: 3
- PSY 560 - Theories of Personality Minimum Credits: 3
- PSY 570 - Ethical Practice in Psychology Minimum Credits: 3
- PSY 790 - Capstone in Psychology Minimum Credits: 3

Choose either one concentration or the non-concentration option

Non-concentration option:

Choose four courses from the list (at least two of which must be 600-level courses):

- EDU 543 - Learning Theories and Instruction Minimum Credits: 3
- JUS 603 - Law, Ethics, and Justice System Minimum Credits: 3
- JUS 621 - Contemporary Issues/Homeland Security Minimum Credits: 3
- OL 675 - Leadership and Ethics Minimum Credits: 3
- OL 676 - Women in Leadership Minimum Credits: 3
- SPT 510 - Sport and Society Minimum Credits: 3
- WCM 510 - Negotiation/Advocacy in the Workplace Minimum Credits: 3
- WCM 610 - Intro Org Conflict Management Minimum Credits: 3
- WCM 620 - Managing Difficult Conversations at Work Minimum Credits: 3
- Any 500 or 600 level PSY course

Child and Developmental Psychology Concentration:

- PSY 632 - Advanced Developmental Psychology Minimum Credits: 3
- PSY 634 - Cognitive Neuropsychology Minimum Credits: 3
- PSY 636 - Intervention Strategies Minimum Credits: 3
- PSY 638 - Child and Developmental Psychology Seminar Minimum Credits: 3

Forensic Psychology Concentration

- PSY 545 - Forensic Psychology Minimum Credits: 3
- PSY 622 - Assessment for Forensic Psychology Minimum Credits: 3
- PSY 624 - Intersection of Law and Psychology Minimum Credits: 3
- PSY 626 - Psychology in the Courtroom Minimum Credits: 3

Industrial and Organizational Psychology Concentration:

- PSY 612 - Motivation in the Workplace Minimum Credits: 3
- PSY 614 - Psychology of Leadership Minimum Credits: 3
- PSY 616 - Organizational Consulting Minimum Credits: 3
- PSY 618 - Seminar in Industrial & Organizational Psychology Minimum Credits: 3

Total Credits: 36

Public Administration Graduate Certificate

Executive Director: Dr. Bruce Stetar**Associate Dean: Dr. Alexandru Manus**

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate degrees and wish to enhance or update their skills in specific justice disciplines. Students who hold Bachelor degrees and have the necessary educational background and/or professional experience may also pursue the Certificate Programs. The M.S. in Justice Studies degree and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a Graduate Degree Program.

Students pursuing Graduate Certificates only may be required to satisfy foundational course work as specified by each course required to complete the Graduate Certificate of choice. Please refer to the official course descriptions listed in this Graduate Catalog.

This optional 12-credit Graduate Certificate is designed for students interested in careers or continued graduate study in public administration. Students will study related topics including foundations of public administration, public policy, strategic management, and intergovernmental relations.

Required Courses

- PAD 630 - Foundations of Public Administration Minimum Credits: 3
- PAD 631 - Strategic Management in Public Service Minimum Credits: 3
- PAD 632 - Foundations of Public Policy Minimum Credits: 3
- PAD 633 - Intergovernmental Relations Minimum Credits: 3

Total Credits: 12

Public Administration, B.A.

Executive Director: Joe Cappa

Associate Dean: Kimberly Blanchette

Public administration prepares students for the world of government policy, organization and management. As a civil servant, public administrators both make policy and enforce programs to help build and strengthen communities and society. Students learn critical subjects such as government structure, administrative management, fiscal budgeting, community dynamics, politics and public policy. Public administration graduates are prepared for careers in government at the city, county, state, national, and international levels, as well as employment in nonprofit and quasi-governmental organizations.

The US Department of Labor's Bureau of Labor Statistics projects public administration employment opportunities are expected to grow at about the same rate as other occupations through 2014. Growth will come from the continued need for municipal governments to provide services such as fire protection, criminal justices systems, public works, libraries, schools, public health, transportation, housing and development due to an expanding population. Opportunities for those with public administration experience are increasing in the private sector as regulation becomes more complex.

Public Administration Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Note: Students must choose MAT 240

Arts & Sciences Required Courses: 9 Credits

- SOC 112 - Introduction to Sociology Minimum Credits: 3
- COM 212 - Public Speaking Minimum Credits: 3

Select one of the following:

- SCI 219 - Environmental Issues Minimum Credits: 3
- SCI 220 - Energy and Society Minimum Credits: 3

Major Courses: 36 Credits

- CED 301 - Intro Community Economic Development Minimum Credits: 3
- CED 335 - Social Issues and Economic Policies CED Minimum Credits: 3
- PAD 330 - Public Administration Minimum Credits: 3
- PAD 331 - Public Administrative Ethics and Theory Minimum Credits: 3
- PAD 332 - Municipal Government Operations Minimum Credits: 3
- PAD 340 - Public Fiscal Management Minimum Credits: 3
- PAD 341 - Disaster Recovery and Response Minimum Credits: 3
- POL 210 - American Politics Minimum Credits: 3

- POL 305 - State and Local Government Minimum Credits: 3
- SCS 224 - Social Science Research Methods Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 318 - Sustainable Communities Minimum Credits: 3

Free Electives: 30 Credits

Total Credits: 120

Public Relations Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The minor in Public Relations consists of five courses.

Required Courses

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- COM 227 - Public Relations Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3
- COM 340 - Writing for Public Relations Minimum Credits: 3
- COM 452 - Public Relations Campaign Planning Seminar Minimum Credits: 3

Total Credits: 15

Quantitative Analysis Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

As the world of business is becoming more complex and data driven, application of quantitative tools and techniques is becoming more important. Businesses value managers who can combine the use of data and facts with experience and judgment in making decisions. Recommendations based on analysis of hard data are always more easily accepted by the top management. Being able to handle quantitative information as well as qualitative information is a powerful combination for success in the business world. This graduate certificate would prepare you to make more scientific and optimal decisions based on the application of quantitative tools and techniques.

Required Courses: 12 credits

- QSO 500 - Business Research Minimum Credits: 3
- QSO 510 - Quantitative Analysis for Decision Making Minimum Credits: 3
- QSO 520 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 530 - Applied Statistics for Managers Minimum Credits: 3

Choose one: 3 credits

- FIN 690 - Financial Econometrics Minimum Credits: 3
- IT 630 - Computer Simulation and Modeling Minimum Credits: 3
- MKT 630 - Market Research Minimum Credits: 3
- Any QSO course

Total Credits: 15

Reading and Writing Specialist, M.Ed.

The Reading and Writing Specialist Program is for students who wish to become certified as reading and writing specialists in grades K-12. Certified classroom teachers with 2 years of classroom teaching experience can apply during their third year of teaching.

Required Courses

- EDU 501 - Methods of Teaching Reading Minimum Credits: 3
- EDU 533 - Learning through Technology Minimum Credits: 3 *
- EDU 547 - Curriculum Development Minimum Credits: 3
- EDU 550 - Educational Assessment Minimum Credits: 3
- EDU 582 - Educational Factors of Diversity Minimum Credits: 3
- EDU 750 - Seminar in Teaching Writing Minimum Credits: 3
- EFL 501 - Language Learning and Acquisition Minimum Credits: 3
- RDG 503 - Emerging and Early Literacy Development K-4 Minimum Credits: 3
- RDG 531 - Literature for Children Pre-K-8 Minimum Credits: 3
- RDG 582 - Assessing and Instructing Students with Literacy Difficulty Minimum Credits: 3
- RDG 701 - Reading Internship: K-4 Minimum Credits: 1
- RDG 702 - Reading Internship: 5-8 Minimum Credits: 1
- RDG 703 - Reading Internship: 9-12 Minimum Credits: 1
- SPED 525 - Critical Issues/Students w/Disabilities Minimum Credits: 3
- SPED 601 - Content-Based Literacy Minimum Credits: 3
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

Internship courses will be undertaken as the culminating experience upon completion of all coursework.

Field Experiences are embedded in courses.

Total Credits: 39

Retailing Minor

Students may earn a minor in Retailing by successfully completing the following courses:

Prerequisite

- MKT 113 - Introduction to Marketing Minimum Credits: 3

Required Courses

- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
OR
- MKT 322 - International Retailing Minimum Credits: 3
AND
- FMM 225 - Merchandise Planning Minimum Credits: 3
- MKT 222 - Principles of Retailing Minimum Credits: 3
- MKT 230 - Retail Sales Promotion Minimum Credits: 3
- MKT 442 - Retail Management Minimum Credits: 3

Total Credits: 15**Retailing, B.S.****Executive Director: Dr. Joseph Cappa****Associate Dean: Kimberly Blanchette**

Retailing, a key process in the marketing of goods and services, is one of the largest employment sectors in the US and global economies. A growing, fast-changing industry, retailing spans multiple aspects of the marketing discipline and at the same time demands skills in every other business discipline as well. The SNHU B.S. in Retailing is a multidisciplinary degree program which provides students with a core of critical retailing skills and information, the flexibility of focusing on a student's specific business interests in the area through its many tracks, and practical field experience through a required internship. It reflects the global dimensions of the industry, while concurrently supporting the specific business skills demanded of retail professionals.

Retailing Curriculum - Bachelor of Science**General Education Program: 45 Credits**

The General Education Program

Business Core: 24 Credits

The Business Core

Major Courses: 27 Credits

- FMM 114 - Introduction to Fashion Merchandising Minimum Credits: 3
- MKT 222 - Principles of Retailing Minimum Credits: 3
- MKT 322 - International Retailing Minimum Credits: 3
- MKT 442 - Retail Management Minimum Credits: 3
- MKT 469 - Emerging Trends in Retailing Minimum Credits: 3
- MKT 490 - Marketing Internship Minimum Credits: 0 (variable credit course)

Select three of the following:

- OL 317 - Small Business Management Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- MKT 230 - Retail Sales Promotion Minimum Credits: 3
- MKT 320 - Sales Force Management Minimum Credits: 3
- MKT 345 - Consumer Behavior Minimum Credits: 3
- QSO 300 - Operations Management Minimum Credits: 3

Allied Courses: 6 Credits

- FMM 225 - Merchandise Planning Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3

Free Electives: 18 Credits**Total Credits: 120**

School Business Administration Graduate Certificate

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The School Business Administrator Program is designed for individuals who wish to become certified business administrators or managers in New Hampshire school districts. The following courses are required for certification in business administration.

Required Courses

- OL 500 - Human Behavior in Organizations Minimum Credits: 3
- OL 610 - Employee and Labor Relations Minimum Credits: 3

Total Credits: 15

Secondary Education – English or Social Studies 5-12 Certification - M.Ed.

Secondary certification for grades 5–12 is available in English or Social Studies Education. Students are required to complete an undergraduate major in their area of specialization or the equivalent coursework. Teacher candidates in secondary education must complete the following specialized courses.

Required Courses

- DEV 515 - Adolescent Psychology Minimum Credits: 3
- EDU 511 - Methods of Teaching in Secondary Schools Minimum Credits: 3
- EDU 520 - The Educator Researcher Minimum Credits: 3
- EDU 521 - Exploring the Principles of Education Minimum Credits: 3 *

- EDU 533 - Learning through Technology Minimum Credits: 3 *
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3 *
- EDU 552 - Assessment for and of Learning Minimum Credits: 3
- EDU 560 - Methods of Teaching English in Middle and High Schools Minimum Credits: 3
or
- EDU 565 - Methods of Teaching Social Studies: in Middle/High School Minimum Credits: 3
- EDU 571 - Student Teaching and Seminar Minimum Credits: 6
- RDG 532 - Young Adult Literature Minimum Credits: 3
- RDG 535 - Content Area Literacy Grades 5-12 Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

**Required for Teacher Certification Program (TCP) Acceptance*

Field Experiences are embedded in courses.

Total Credits: 39

Six Sigma Quality Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

Six Sigma is one of the most widely used quality management approaches in today's business world. Six Sigma skills and certifications are highly sought after by business and supply chains competing in the global economy. This concentration will prepare you to effectively implement the Define-Measure-Analyze-Improve-Control (DMAIC) approach to identify the root causes of process inefficiencies and eliminate the same. It will also help you in preparing for Six Sigma Green Belt and Black Belt certification exams.

Required Courses

- QSO 530 - Applied Statistics for Managers Minimum Credits: 3
- QSO 620 - Six Sigma Quality Management Minimum Credits: 3
- QSO 625 - Six Sigma for Black Belt Certification Minimum Credits: 3
- QSO 640 - Project Management Minimum Credits: 3

Total Credits: 12

Social Entrepreneurship, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The B.S. in Social Entrepreneurship degree incorporates an understanding of business leadership and management with the power of civic engagement and social change. Social Entrepreneurship takes the basic core concepts of business and applies them to creating and developing industries and ventures that focus on social justice, social problem solving, and social capital. In this degree, students learn how to manage a nonprofit/NGO, navigate the world of social issues, operate with various levels of community partnerships, and address challenges facing the business of working for the common good. This program is intended for students who are interested in doing business for the common good, value service and altruism as a core business ideal, and essentially are entrepreneurs with a social mission.

Social Entrepreneurship Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 24 Credits

The Business Core

Major Courses: 30 Credits

- OL 215 - Principles of Management Minimum Credits: 3
- OL 322 - Managing Organizational Change Minimum Credits: 3
- OL 326 - Social Environment of Business Minimum Credits: 3
- OL 320 - Entrepreneurship Minimum Credits: 3
- PHL 316 - Business Ethics Minimum Credits: 3
- OL 265 - Intro to Managing Not-for-Profit Orgs Minimum Credits: 3
- CED 301 - Intro Community Economic Development Minimum Credits: 3
- CED 335 - Social Issues and Economic Policies CED Minimum Credits: 3
- PAD 330 - Public Administration Minimum Credits: 3
- CED 405 - Financial Literacy for Social Services Minimum Credits: 3

Free Electives: 21 Credits

Total Credits: 120

Social Media Marketing Graduate Certificate

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

The rapid growth of social media usage across all industries has increased the need and opportunity for trained social media professionals. Students who complete the Graduate Certificate in Social Media will be prepared to work within marketing departments, social media departments and a variety of other positions throughout small to large organizations. This program better prepares students to develop social media marketing strategies and campaigns that include the right use of technology.

Required Courses

- MKT 500 - Marketing Strategies Minimum Credits: 3
- MKT 555 - Social Media Minimum Credits: 3
- MKT 655 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 666 - Social Media Marketing Campaigns Minimum Credits: 3
- MKT - Choose one MKT elective

Total Credits: 15

Social Media Marketing Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

The minor in Social Media Marketing provides students with a broad approach to the history, theory, technology, impact, and strategic uses of social media utilizing the most relevant and current attributes in technology, marketing, advertising, communication, public relations, and journalism. Students may earn a minor in Social Media Marketing by completing the following courses:

Required Courses

- MKT 113 - Introduction to Marketing Minimum Credits: 3
- MKT 355 - Social Media Marketing Strategy Minimum Credits: 3
- MKT 455 - Social Media Marketing Campaigns Minimum Credits: 3

Select one of the following:

- MKT 229 - Principles of Integrated Marketing Communications Minimum Credits: 3
- COM 310 - Social Media Minimum Credits: 3

Select one of the following:

- MKT 360 - Direct Marketing Minimum Credits: 3
- MKT 378 - Brand Communications Minimum Credits: 3
- IT 467 - Digital Commerce and eBusiness Minimum Credits: 3

Total Credits: 15

Sociology Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

Students must complete the following courses to earn a minor in Sociology:

Required Courses

- SOC 112 - Introduction to Sociology Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC - Three SOC electives

Total Credits: 15

Sociology, B.A.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

GO MAKE AN IMPACT

Sociology is the scientific study of social life and the causes and consequences of human behavior, social groups, and societies. The term social life encompasses all interpersonal relationships, all groups, all types of social organizations, and all human culture; past and present. We want our majors to experience Sociology. Our emphasis is on professional practices as well as scholarship, with a career orientation and experiential learning approach. We provide first-person experiences in analyzing and dealing with processes, problems and institutions of society. **In a world of globalization and cultural diversity, Sociology is of increased practical importance in many career paths.** Partnering with community organizations, the Sociology major emphasizes a hands-on approach to learning.

Graduates of our program seek employment in social services and counseling, management and administrative support, teaching, research, sales, marketing, public relations, criminal justice positions, and many other fields. Our program also prepares students to continue their education to obtain a graduate degree in Sociology or in other areas: for example, entrance into law school or a MBA program.

Sociology Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Arts & Sciences Required Courses: 9 Credits

- HIS 301 - World History and Culture Minimum Credits: 3
- PSY 305 - Cognitive Psychology Minimum Credits: 3
- PHL 230 - Religions of the World Minimum Credits: 3

Major Courses: 36 Credits

- GEO 200 - World Geography Minimum Credits: 3
(GEO 200 will fulfill a requirement of the general education program and thus is not counted as credit in the major.)
- SOC 112 - Introduction to Sociology Minimum Credits: 3
- SOC 213 - Sociology of Social Problems Minimum Credits: 3
- SOC 325 - Sociological Perspectives Minimum Credits: 3
- ATH 111 - Introduction to Cultural Anthropology Minimum Credits: 3
(ATH 111 will fulfill a requirement of the general education program and thus is not counted as credit in the major.)
- SCS 224 - Social Science Research Methods Minimum Credits: 3
- MAT 240 - Applied Statistics Minimum Credits: 3
(MAT 240 will fulfill a requirement of the general education program and thus is not counted as credit in the major.)
- SCS 444 - Capstone Colloquium Minimum Credits: 3

Select either five or six of the following:

(based upon whether one takes SOC 490 once or twice)

- SOC 317 - Sociology of the Family Minimum Credits: 3
- SOC 318 - Sustainable Communities Minimum Credits: 3
- SOC 320 - Sociology of Gender Minimum Credits: 3
- SOC 324 - Sociology of Crime and Violence Minimum Credits: 3
- SOC 326 - Sociology of Deviant Behavior Minimum Credits: 3
- SOC 328 - Sociology of Aging Minimum Credits: 3
- SOC 330 - Sociology of Minority Relations Minimum Credits: 3
- SOC 333 - Sport and Society Minimum Credits: 3
- SOC 335 - Technology and Society Minimum Credits: 3
- SOC 350 - G.R.E.E.D. Minimum Credits: 3
- SCS 300 - The Human Condition: Environment/You Minimum Credits: 3

Select one of the following:

- SOC 291 - Experiential Learning Minimum Credits: 3
- SOC 490 - Community Sociology Internship Minimum Credits: 3 **
(Students may take SOC 490 twice for a total of six internship credits to be counted toward the major.)

Free Electives: 30 Credits

Total Credits: 120

Special Education, B.A.

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

The program for children with disabilities prepares students for eligibility for teaching certification for grades K-12 in General Special Education. Teachers with this certification are qualified to teach children with disabilities in all settings.

Special Education Curriculum - Bachelor of Arts

General Education Program: 45 Credits

The General Education Program

Note: MAT 106 and MAT 206 are required for Teacher Certification.

Major Courses: 72 Credits

- DEV 106 - Child Development II Minimum Credits: 3
- DEV 260 - Family and Culture Minimum Credits: 3
- EDU 200 - Introduction to Education Minimum Credits: 3
- EDU 208 - Assessment, Accountability and Teaching in the Classroom Minimum Credits: 3
- EDU 235 - Learning with Technology Minimum Credits: 3
- EDU 250 - Examining Science Content Minimum Credits: 3
- EDU 266 - Exploring Social Studies Content Minimum Credits: 3
- EDU 270 - Foundations of Teaching and Learning Minimum Credits: 3
- EDU 324 - The Inclusive Classroom Minimum Credits: 3
- EDU 330 - Mathematics Instruction/Young Children Minimum Credits: 3
- EDU 335 - Methods of Teaching Elementary Mathematics Minimum Credits: 3
- EDU 361 - Emerging and Early Literacy: Grades K-4 Minimum Credits: 3
- EDU 363 - Literacy Facilitation for all Learners Minimum Credits: 3
- EDU 440 - Differentiating Instruction Minimum Credits: 3
- EDU 490 - Student Teaching and Seminar Minimum Credits: 12
- SPED 210 - Early Childhood Issues/Disabilities Minimum Credits: 3
- SPED 230 - Implications of Special Education Minimum Credits: 3
- SPED 260 - Children with Exceptionalities Minimum Credits: 3
- SPED 314 - Consultation and Collaboration Minimum Credits: 3
- SPED 350 - Special Education Assessment Minimum Credits: 3
- SPED 499 - Internship Minimum Credits: 3

Free Electives: 3 Credits

Total Credits: 120

Special Education, M.Ed.

The program in Special Education prepares candidates for certification in General Special Education (K-12). Teachers with this certification are qualified to teach children with disabilities in resource room environments and to support the learning of students with disabilities in the regular education curriculum. Candidates who are not currently certified are required to enroll in student teaching for one semester under the supervision of a Special Education Teacher. Teachers who have an initial certification, are currently teaching, and are seeking general special education certification must complete an internship and an ePortfolio that demonstrates evidence of the designated competencies.

Required Courses

- EDU 501 - Methods of Teaching Reading Minimum Credits: 3
- EDU 503 - Methods of Teaching Elementary Math Minimum Credits: 3
- EDU 543 - Learning Theories and Instruction Minimum Credits: 3 *
- EDU 571 - Student Teaching and Seminar Minimum Credits: 6
or
- EDU 770 - Certification Internship Minimum Credits: 3
- RDG 582 - Assessing and Instructing Students with Literacy Difficulty Minimum Credits: 3
- SPED 501 - Students with Exceptionalities Minimum Credits: 3 *
- SPED 520 - Assessment of Student Performance Minimum Credits: 3
- SPED 526 - Multisensory Literacy Strategies Minimum Credits: 3
- SPED 540 - Classroom and Behavior Management Minimum Credits: 3
- SPED 580 - Special Education Assessment Minimum Credits: 3
- SPED 601 - Content-Based Literacy Minimum Credits: 3
- SPED 624 - Professional Collaboration Minimum Credits: 3
- SPED 680 - IEP Development Minimum Credits: 3
- Exit Evaluation: Completion of ePortfolio under the direction of the seminar instructor

Note(s):

**Required for Teacher Certification Program (TCP) Acceptance*

Field Experiences are embedded in courses.

Total Credits: 42

Sport Management Graduate Certificate

Executive Director: Dr. Bruce Stetar

Associate Dean: Dr. Alexandru Manus

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate business degrees and wish to enhance or update their skills in specific business disciplines and by students who hold bachelor degrees and have the necessary educational background and professional experience. M.B.A. degrees and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a graduate degree program.

Successful completion of a Certificate Program requires that the student maintain a GPA of at least 3.0 and earn no more than one grade of "C+" or lower.

This unique Certificate Program complements the M.B.A. and other master of science degrees for individuals interested in entering or advancing careers in the sport and entertainment industry. All courses taken in the Certificate Program could be applied toward an M.S. in Sport Management for those students who decide to continue their graduate education.

Courses required for the certificate-only option

- SPT 510 - Sport and Society Minimum Credits: 3

- SPT 565 - Internationalization of Sport Business Minimum Credits: 3
- SPT 600 - Management of Sport Organizations Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3
- Select one graduate SPT elective.

Total Credits: 15

Sport Management Minor

Residency for Minors

At least 3 courses (9 credits) must be completed at SNHU to earn a minor from the university.

A student may earn a minor in Sport Management by successfully completing the following courses:

Core & Business Core Requirement

Students completing a Sport Management Minor must earn a minimum of a "C" grade in all required minor courses.

- ENG 121 - College Composition II Minimum Credits: 3
- MKT 113 - Introduction to Marketing Minimum Credits: 3

Sport Management Core Requirement

- SPT 111 - Introduction to Sport Management Minimum Credits: 3
- SPT 201 - Governance/Management of Sport Organizations Minimum Credits: 3
- SPT 208 - Sport Marketing Minimum Credits: 3
- SPT 333 - Sport, Society, and Ethics Minimum Credits: 3

Select one of the following:

- SPT 307 - Sport Law Minimum Credits: 3
- SPT 310 - Sport Sponsorship Minimum Credits: 3
- SPT 319 - Sport Sales and Promotions Minimum Credits: 3
- SPT 320 - Media/Public Relations in Sport Minimum Credits: 3
- SPT 321 - Fitness Management Minimum Credits: 3
- SPT 323 - Golf Club Management Minimum Credits: 3
- SPT 340 - Practicum in Sport Management Minimum Credits: 3
- SPT 375 - Economics of Professional Sports in the U.S. Minimum Credits: 3
- SPT 401 - Sport Facilities Management Minimum Credits: 3
- SPT 402 - Sport Revenue Minimum Credits: 3
- SPT 415 - Event Management and Marketing Minimum Credits: 6
- SPT 425 - Sport Licensing/Strategic Alliances Minimum Credits: 3
- SPT 430 - Front Office Management Minimum Credits: 3
- SPT 465 - Global Sport Business Minimum Credits: 3
- SPT 491 - Sport Management Internship Minimum Credits: 3

- SPT 492 - Sport Management Internship II Minimum Credits: 3

Total Credits: 15

Sport Management, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The growth of sports as a major industry has increased the need and opportunities for well-trained professional managers. A well-rounded business education with a focus on sport management skills is essential in this rapidly growing field.

The mission of Southern New Hampshire University's Sport Management program is to deliver an innovative educational experience grounded in relevant theory and practice that enables students to be successful leaders in the global sport industry. Students couple ten specialized courses in sport management with a strong mix of business and liberal arts courses. Students will have an opportunity to gain practical experience through field experiences with a variety of sport, fitness and recreational industries.

The Sport Management programs have Program Approval from the North American Association of Sport Management & the National Association of Physical Education for both the Undergraduate and Graduate degrees; and are in the Candidacy Process for accreditation with the Commission of Sport Management Accreditation. Through the national program accreditation the requirements of the major in Sport Management include extensive field experience(s) totaling a minimum of 300 hours. Therefore, students majoring in Sport Management are required to complete SPT 491 which has a minimum GPA requirement of 2.5. Any student with a minor or concentration in Sport Management is encouraged to complete field experience(s) which also have a minimum GPA requirement of 2.5. In order to facilitate this and to ensure that all students are eligible and prepared for their field experience, any student with a Sport Management major, minor or concentration must receive a minimum of a "C" in all required Sport Management courses. Similarly, all students wishing to change their major to Sport Management must complete a brief application process to ensure their understanding of the field experience requirement in the program.

Sport Management Curriculum - Bachelor of Science

General Education Program: 45 Credits

The General Education Program

Business Core: 30 Credits

The Business Core

SPT 465 replaces INT 113 in the Business Core for all Sport Management students.

Major Courses: 30 Credits

Students completing a Sport Management major must earn a minimum of a "C" grade in all required program courses (including Sport Management Core and electives).

- SPT 111 - Introduction to Sport Management Minimum Credits: 3
- SPT 201 - Governance/Management of Sport Organizations Minimum Credits: 3
- SPT 208 - Sport Marketing Minimum Credits: 3

- SPT 333 - Sport, Society, and Ethics Minimum Credits: 3
- SPT 461 - Seminar in Sport Management Minimum Credits: 3
- SPT 491 - Sport Management Internship Minimum Credits: 3
- SPT 492 - Sport Management Internship II Minimum Credits: 3

Select one of the following:

- SPT 307 - Sport Law Minimum Credits: 3
- SPT 401 - Sport Facilities Management Minimum Credits: 3
- SPT 402 - Sport Revenue Minimum Credits: 3

Select two of the following (not previously taken):

- SPT 307 - Sport Law Minimum Credits: 3
- SPT 310 - Sport Sponsorship Minimum Credits: 3
- SPT 319 - Sport Sales and Promotions Minimum Credits: 3
- SPT 320 - Media/Public Relations in Sport Minimum Credits: 3
- SPT 321 - Fitness Management Minimum Credits: 3
- SPT 323 - Golf Club Management Minimum Credits: 3
- SPT 340 - Practicum in Sport Management Minimum Credits: 3
- SPT 375 - Economics of Professional Sports in the U.S. Minimum Credits: 3
- SPT 401 - Sport Facilities Management Minimum Credits: 3
- SPT 402 - Sport Revenue Minimum Credits: 3
- SPT 415 - Event Management and Marketing Minimum Credits: 6
- SPT 425 - Sport Licensing/Strategic Alliances Minimum Credits: 3
- SPT 430 - Front Office Management Minimum Credits: 3

Free Electives: 15 Credits**Total Credits: 120**

Sport Management, M.S.

Executive Director: Dr. Bruce Stetar**Associate Dean: Dr. Alexandru Manus**

The growth of sports as a major industry has increased the need and opportunity for well-trained professional managers. A well-rounded business education with a focus on sport management skills is essential in this rapidly growing field. The M.S. in Sport Management requires 12 courses totaling 36 credits. Students will participate in a supervised internship program. The Sport Management programs have Program Approval from the North American Association of Sport Management & the National Association of Physical Education for both the Undergraduate and Graduate degrees; and are in the Candidacy Process for accreditation with the Commission of Sport Management Accreditation. The requirements of the major in Sport Management include:

Foundation Course:

- MBA 503 - Financial Reporting and Analysis Minimum Credits: 3

Required Courses

- SPT 501 - Research Methods in Sport Management Minimum Credits: 3
- SPT 510 - Sport and Society Minimum Credits: 3
- SPT 565 - Internationalization of Sport Business Minimum Credits: 3
- SPT 600 - Management of Sport Organizations Minimum Credits: 3
- SPT 608 - Sport Marketing and Media Minimum Credits: 3
- SPT 700 - Seminar in Sport Management Minimum Credits: 3
- SPT 710 - Internship Minimum Credits: 3
- Select three graduate SPT electives.
- Select two graduate SPT or business electives.

Total Credits: 36

Taxation Certificate

Required Courses: 15 credits

- TAX 650 - Federal Taxation of Individuals Minimum Credits: 3
- TAX 655 - Fed Income Tax of Corp & Partnerships Minimum Credits: 3
- TAX 665 - Estate and Gift Taxation Minimum Credits: 3
- TAX 670 - Tax Research Methodology/Practice & Procedures Minimum Credits: 3
- TAX 700 - Special Topics in Taxation Minimum Credits: 3

Total Credits: 15

Technical Management, B.S.

Executive Director: Dr. Joseph Cappa

Associate Dean: Kimberly Blanchette

The Technical Management curriculum was established to provide junior college or vocational-technical institute graduates who have earned degrees in specialized areas other than business (e.g., small engine repair, automotive technology, electronics technology, graphic arts, culinary arts, etc.) the opportunity to earn a bachelor's degree in business. Students augment their technical skills with liberal arts and business courses to prepare for a career in business.

NOTE: *There is a variation of this program serving students who have completed an Associate's degree in a technical field (e.g. automotive technology, electronics technology, construction engineering, manufacturing engineering, etc.) from an accredited institution prior to joining SNHU. The curriculum is designed to help students master a number of tools and techniques that are essential for management careers in various technical fields.*

Admission Requirement: *Associate's degree in a technical field from an accredited institution.*

Technical Management Curriculum - Bachelor of Science

General Education Courses: 45 credits

The General Education Program

Business Core: 30 credits

The Business Core

Major Courses: 12 credits

- QSO 340 - Project Management Minimum Credits: 3
- QSO 360 - Six Sigma Quality Management Minimum Credits: 3

Select two of the following:

- QSO 310 - Management of Service Operations Minimum Credits: 3
- QSO 320 - Management Science through Spreadsheets Minimum Credits: 3
- QSO 330 - Supply Chain Management Minimum Credits: 3
- QSO 440 - Topics in Project Management Minimum Credits: 3
- OL 215 - Principles of Management Minimum Credits: 3

Free Electives: 33 credits

Total Credits: 120

Terrorism & Homeland Security Certificate

For students in majors other than the B.S. in Justice Studies, non-matriculated students, part-time students, and other students by approval of Department Chair.

This optional 12-credit program is designed for students interested in future careers or graduate study in the area of terrorism, homeland security, or intelligence. Students explore related topics including terrorist organizations, terrorist tactics, and response by homeland security organizations.

Required Courses

- JUS 101 - Introduction to Criminal Justice Minimum Credits: 3
or
- POL 306 - The American Legal Tradition Minimum Credits: 3
- JUS 429 - Terrorism Minimum Credits: 3
- JUS 466 - Homeland Security Minimum Credits: 3

Select one (1) of the following:

- JUS 104 - Introduction to Security Minimum Credits: 3
- JUS 202 - Industrial and Retail Security Minimum Credits: 3
- JUS 305 - International Criminal Justice Minimum Credits: 3

Total Credits: 12

Terrorism and Homeland Security Graduate Certificate

Executive Director: Dr. Barbara Orr

Associate Dean: Dr. Daniel White

Graduate Certificates may be pursued as independent programs of graduate study by students who already possess graduate degrees and wish to enhance or update their skills in specific justice disciplines. Students who hold Bachelor degrees and have the necessary educational background and/or professional experience may also pursue the Certificate Programs. The M.S. in Justice Studies degree and Graduate Certificates may be pursued concurrently. Courses successfully completed for a Certificate Program may later be applied to a Graduate Degree Program.

Students pursuing Graduate Certificates only may be required to satisfy foundational course work as specified by each course required to complete the Graduate Certificate of choice. Please refer to the official course descriptions listed in this Graduate Catalog.

This optional 12-credit Graduate Certificate is designed for students interested in careers or continued graduate study in the area of terrorism, homeland security, or intelligence. Students will explore related topics including terrorism and strategic response, planning and tactics in homeland defense, and emergency response.

Required Courses

- JUS 606 - Planning/Tactics: Homeland and WMD Minimum Credits: 3
- JUS 607 - Terrorism and Strategic Response Minimum Credits: 3
- JUS 620 - Emergency Management Minimum Credits: 3
- JUS 621 - Contemporary Issues/Homeland Security Minimum Credits: 3

Total Credits: 12

College of Online and Continuing Education Course Offerings:

Course Numbering Key

000 - 099 Developmental (*NOTE: All ESL courses, regardless of the number, are considered Developmental*)

100 - 499 Undergraduate

500 - 799 Graduate (Masters)

800+ Graduate (Doctoral)

General Education Courses (see next page)

COCE General Education

FOUNDATIONS (12 CR)	ENG 122*				
	ENG 123**				
SNHU 107***					
Mathematics (Choice of one): MAT 130, MAT 135, MAT 140, MAT 210, MAT 211, MAT 299, MAT 230, or MAT 240 MAT 240 (for Business Programs ONLY)				MAT ____	
EXPLORATION (24 CR)	1. Fine Arts and Humanities (EFAH): choose one course from two different columns				
	A (Fine Art & Creativity) FAS 201, FAS 202, MUS 223, FAS 226, FAS 260, FAS 270, FAS 320, FAS 326, FAS 342, FAS 365, FAS 370, FAS 380	B (Literature) LIT 100, LIT 201, LIT 202, LIT 229, LIT 231, LIT 300, LIT 306, LIT 307, LIT 309, LIT 310, LIT 311, LIT 312, LIT 314, LIT 315, LIT 319, LIT 322, LIT 323, LIT 327, LIT 330, LIT 350, LIT 450, LIT 451, LIT 452	C (History) HIS 113, HIS 114, HIS 117, HIS 118, HIS 220, HIS 222, HIS 223, HIS 235, HIS 240, HIS 241, HIS 245, HIS 270, HIS 301, HIS 314, HIS 319, HIS 321, HIS 330, HIS 338, HIS 357, HIS 374	D (Ethics & Philosophy) PHL 111, PHL 210, PHL 212, PHL 214, PHL 230, PHL 316, PHL 363	--- --- 6 CR
	2. Social and Behavioral Sciences (ESBS): choose one course from two different columns				
	A (Social Science) ATH 111, SOC 112, SOC 213, SOC 317, SOC 318, SOC 320, SOC 324, SOC 325, SOC 326, SOC 328, SOC 330	B (Economics) ECO 201, ECO 202, ECO 301, ECO 306, ECO 322, ECO 327, ECO 330, ECO 335, ECO 345, ECO 360	C (Political Science) POL 210, POL 211, POL 305, POL 306, POL 309, POL 327, POL 328, POL 360, POL 364, POL 370, POL 371, POL 372, POL 374	D (Psychology) PSY 108, PSY 201, PSY 205, PSY 211, PSY 215, PSY 216, PSY 224, PSY 225, PSY 230, PSY 257, PSY 258, PSY 300, PSY 305, PSY 307, PSY 310, PSY 314, PSY 315, PSY 319, PSY 321, PSY 322, PSY 323, PSY 324, PSY 326, PSY 327, PSY 331, PSY 335, PSY 405, PSY 442	--- --- 6 CR
	3. Science, Technology, and Mathematics (ESTM): choose one course from two different columns				
	A (Science) BIO 101, BIO 210, BIO 215, BIO 315, BIO 330, BIO 340, ENV 305, PHL 363, GEO 200, SCI 212, SCI 215, SCI 219, SCI 220, SCI 333	B (Information Technology) IT 100, IT 135, IT 145, IT 201, IT 205, IT 207, IT 209, IT 225, IT 232, IT 242, IT 270, IT 303, IT 305, IT 370, IT 375/GRA 310, IT 450	C (Mathematics) IHP 340 (Nursing majors ONLY), MAT 130, MAT 135, MAT 140, MAT 210, MAT 211, MAT 230, MAT 240, MAT 260, MAT 299, MAT 300, MAT 310, MAT 330, MAT 350, MAT 361, MAT 415, MAT 460, MAT 470		--- --- 6 CR
4. General Education Electives (EGED) (choose any TWO): Any of the above courses or choices from the following: ADV 263, ADV 340, ADV 429, COM 126, COM 212, COM 320, COM 322, COM 332, ENG 220, ENG 350, INT 113, INT 200, INT 309, INT 335, INT 433/MKT 433, INT 440, INT 441, MKT 113, MKT 222, MKT 229, MKT 230, MKT 266, MKT 270, MKT 326, MKT 337, MKT 345, MKT 350, MKT 355, MKT 360, MKT 432				--- --- 6 CR	
INTEGRATION (9 CR)	COCE/Online Students: Choose ONE seminar course from below plus TWO courses from the Exploration area. Seminar #: ____				
	Diversity (IDIV): IDS 400 Diversity	Global Society (IGSO): IDS 401 Global Society		Wellness (IWEL): IDS 402 Wellness	
	Preparing for the Future (PFTF): IDS 403 Preparing for the Future			--- --- 9 CR	
Total Credits in General Education Program				45 CR	

* COCE students may fulfill the ENG 122 requirement with ENG-120 (if a UC student changes their "home base" to COCE)

** COCE students may fulfill the ENG 123 requirement with ENG-200 (if a UC student changes their "home base" to COCE)

*** A COCE student entering as a freshman (less than 12 credits transferred in) may fulfill the SNHU experience requirement by taking SNHU107 worth three credits. SNHU 107 may be fulfilled by SNHU 101/202, 303, and 404 (if a student changes their "home base" from campus to COCE). All other students COCE students with 12 or more transfer credits may substitute a FREE ELECTIVE

Academic Skills

SNHU 100 - Pro Seminar

This course is for continuing education students re-entering the educational system. Topics covered in this seminar include self-knowledge, establishing personal goals, developing effective study skills, and practice in communications skills. Offered only in the Division of Continuing Education. Offered as needed.

Minimum Credits: 3

SNHU 107 - Success Strategies for Online Learning

This course focuses on student success strategies for students who are new to higher education or online learning. Skill areas include academic research and writing, effective communication in an online environment, critical thinking, self-advocacy and support services, community learning and group collaboration, and the empowerment of students to utilize their strengths in order to improve the likelihood of academic success.

Minimum Credits: 3

FSNH

Accounting

ACC 201 - Financial Accounting

Financial Accounting establishes the rules and regulations for preparing accounting information used by internal and external sources to evaluate the financial health of an organization. This course will develop the student's ability to interpret financial accounting information, to communicate this information and to understand the accounting system that produces this information.

Minimum Credits: 3

ACC 202 - Managerial Accounting

Managerial Accounting will explore the financial impact of alternative business decisions and the financial benefits of new business practices. After completing this course, the student will understand how accounting and other productivity information can be used to assess the past and improve the future performance of a business by giving managers essential information they need to make more informed decisions.

Prerequisite(s): ACC 101 or ACC 210 or ACC 201

Minimum Credits: 3

ACC 207 - Cost Accounting

This course examines the accounting concepts and practices used in the recording, classifying and reporting of cost data. An analysis is made of the behavior of costs and its use to management in the planning and control process. Budgeting, standard cost, job order and process are examined, along with special problems in cost accounting.

Prerequisite(s): ACC 102 or ACC 214 or ACC 202

Minimum Credits: 3

ACC 307 - Intermediate Accounting I

This is the first of three courses in intermediate accounting. These courses are designed to extend a student's knowledge of financial accounting practices. The first course focuses on understanding the theoretical framework that provides the foundations for the development of various accounting standards, regulations and practices. This

followed by a review of the accounting cycle, including adjusting, correcting, reversing, and closing entries. Students will learn how to prepare accurate and complex financial statements including required disclosures that must accompany an organization's income statement, balance sheet and statement of cash flows; and how time value of money impacts the recording of various transactions. The course concludes with a presentation of techniques to analyze income measurement and profitability analysis.

Prerequisite(s): ACC 102 or ACC 214 or ACC 202

Minimum Credits: 3

ACC 308 - Intermediate Accounting II

This is the second of three courses in intermediate accounting. These courses are designed to extend a student's knowledge of financial accounting practices. The second course focuses on an improved understanding of a company's assets and begins a discussion of liabilities. Students will study the recording and disclosure requirements for cash and receivables, inventories, long-lived operational assets and investments, which also serve as financial instruments for an organization. The course concludes with a presentation of recording and disclosure requirements for current and long-term liabilities. Integrated within this course will be exposure to CPA simulation questions and the use of the FARS database for conducting accounting research.

Prerequisite(s): ACC 203 or ACC 307

Minimum Credits: 3

ACC 309 - Intermediate Accounting III

This is the last of three courses in intermediate accounting. These courses are designed to extend a student's knowledge of financial accounting practices. Students will study the reporting and disclosure requirements for more complex accounting topics that would include leases, accounting for income taxes and pensions, and shareholders' equity, including share-based compensation and various earnings per share (EPS) computations. Other financial reporting issues discussed include accounting changes and error corrections as well as the presentation of requirements for partnership accounting issues. Integrated within this course will be exposure to CPA simulation questions and the use of the FARS database for conducting accounting research.

Prerequisite(s): ACC 308

Minimum Credits: 3

ACC 312 - International Managerial Accounting

The study of foreign currencies and exchange risk management, global organization and control, planning and performance evaluation in multinational enterprises, multinational taxation, global financial statement analysis, and transparency and disclosure in global environment to gain an appreciation and understanding of international managerial accounting. The above studies will relate to international accounting and reporting considerations, standards, and responsibilities. Global market.

Prerequisite(s): ACC 202

Minimum Credits: 3

ACC 315 - Accounting Systems Applications

This course introduces the student to various commercial accounting software application programs. The student will have hands-on experience with actual computer preparation of accounting transactions using accounting software in general ledger, financial statement preparation, accounts receivable, accounts payable, cost control and allocation and budgeting. It is assumed that students have a basic working knowledge of personal computers. Programming knowledge is not necessary.

Prerequisite(s): ACC 207 and CIS 100 or IT 100

Minimum Credits: 3

ACC 322 - Governmental and Non-Profit Accounting

This course covers the accounting principles and procedures applicable to governmental and nonprofit institutions.

Prerequisite(s): ACC 203 or ACC 307

Minimum Credits: 3

ACC 330 - Federal Taxation I

A detailed presentation is made of the theory and practice applicable to the preparation of federal income tax returns for individuals.

Prerequisite(s): ACC 102 or ACC 202

Minimum Credits: 3

ACC 331 - Federal Taxation II

A detailed presentation is made of the theory and practice applicable to the preparation of federal income tax returns for S corporations, C corporations and partnerships.

Prerequisite(s): ACC 330 or ACC 415

Minimum Credits: 3

ACC 335 - Tax Factors for Business Decisions

This course focuses on tax basics that apply to all forms of business organizations. It stresses the importance of tax concepts within the framework of financial reporting and emphasizes differences between tax and financial accounting theory and electronic applications in the tax area. The course covers general concepts, underlying policies, a comparison of tax rules to GAAP, basic compliance obligations, the role of the tax advisor and current tax issues. The Internal Revenue Code, comprehensive research matters of tax law, the computer online service research will be explored.

Prerequisite(s): ACC 102 or ACC 202 or ACC 214

Minimum Credits: 3

ACC 340 - Controllership

This course examines the accounting and interpersonal skills necessary to manage an efficient accounting department. These skills include processing accounting transactions, preparing financial statements, recommending improvement in financial operating policies, and monitoring the financial activities in other departments. Basic areas of subject coverage include cash management, inventory valuation, operating budgeting, taxes, insurance, and capital budgeting. Also included will be the use of electronic spreadsheets for financial analysis, client-server computing applications, target costing, disaster recovery planning, activity based costing, outsourcing, and managing in a growth environment.

Prerequisite(s): ACC 307

Minimum Credits: 3

ACC 345 - Financial Statement Analysis/Business Valuation

Accountants and other business professionals are often called upon to evaluate the financial health and market value of their company and of other companies under consideration for acquisition. This course presents theory, tools and techniques that are later applied to the actual analysis of a publicly traded company, as well as an introduction to fundamental valuation techniques. It will extend prior analysis to include the computation of free cash flows, the interpretation of notes to financial statements and the integration of information provided in various SEC filings to evaluate a corporation's future prospects. This is a team intensive course.

Prerequisite(s): ACC 307 and FIN 320

Minimum Credits: 3

ACC 405 - Advanced Accounting

Advanced Accounting includes a comprehensive examination and analysis of the accounting principles and procedures that are applicable to special areas of business. The topics covered are partnerships, consignments, installment sales, branches, business combinations, consolidations, bankruptcy, foreign exchange, and estates and trusts. Particular emphasis is placed on problem solving.

Prerequisite(s): ACC 309

Minimum Credits: 3

ACC 411 - Auditing Principles

This course presents an in-depth examination of audit programs and procedures. It emphasizes the review of internal controls as required during an audit engagement, as well as the considerations pertaining to both clients and auditors.

Prerequisite(s): ACC 204 or ACC 308

Minimum Credits: 3

ACC 421 - Auditing and Forensic Accounting

This course focuses on the investigation, detection, documentation, and prevention of accounting frauds, stock frauds, and employee theft and embezzlement. White-collar crime involving fraud has mushroomed. Much of the responsibility for detecting fraud has been assumed by the accounting profession. Accountants need to learn how to investigate and recognize fraud within an organization and how to implement the latest techniques for controlling it.

Prerequisite(s): ACC 204 or ACC 308

Minimum Credits: 3

ACC 423 - Detection/Prevention Fraudulent Financial Statements

This second course in forensic accounting and fraud examination examines the various types of fraud and its impact on the financial information presented. This course identifies common fraud schemes and scams. Participants in this course will learn how to review, detect and investigate possible financial statement fraud. Various techniques will be used to explore substantive analytical procedures and to assess the risks of financial statement fraud.

Prerequisite(s): ACC 421

Minimum Credits: 3

ACC 425 - Interview Techniques/Legal Aspects Fraud

This third course in forensic accounting and fraud examination will introduce participants to interview principles and techniques. Participants will be exposed to some of the legal aspects pertaining to the identification and prosecution of fraud.

Prerequisite(s): ACC 423

Minimum Credits: 3

ACC 427 - Investigating with Computers

This course focuses on the importance of technology as it relates to modern crime. During the journey of this course, students are presented with topics covering an overview of computer crimes, locations of digital evidence, fundamentals of working with data, an overview of legal aspects of computer crime, and how to present findings at

the conclusion of a computer based investigation. Topics include identity theft, the insider threat, locating digital evidence, working with data, legal aspects, and finally presenting investigative findings. Students review case examples of cyber-crime, research relevant current events, and identify best practices when conducting a cyber-investigation.

Minimum Credits: 3

ACC 491 - Accounting/Finance Cooperative Education

Request for credits made by the Career Development Center and approved by the program coordinator/ department chair, with 3 credits given for 240 hours, 6 credits given for 480 hours and 12 credits given for 960 hours.

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

ACC 500 - Managerial Accounting

Students in this course study the accumulation of accounting information. The internal use of accounting for management planning, control and decision-making is emphasized. Background preparation: 6 credit hours of accounting or equivalent. Note: ACC 500 cannot be taken for credit or as an elective if ACC 510 has been completed.

Prerequisite(s): MBA 503

Minimum Credits: 3

ACC 550 - Cost Accounting

This course provides a comprehensive study of the concepts, procedures, and practices of accounting systems that record, classify, and report cost data. These systems are designed to aid in the cost-effective operation of for-profit and non-profit organizations. This course focuses on cost behaviors, alternative cost systems, and accounting tools for planning and control. Additional topics studied would include relevant cost analysis for management decisions, cost/ revenue allocation methods, inventory management, and transfer pricing.

Prerequisite(s): MBA 503

Minimum Credits: 3

ACC 610 - Financial Reporting I

This course examines financial accounting theories and practices and emphasizes asset and liability, measurement and reporting.

Prerequisite(s): MBA 503

Minimum Credits: 3

ACC 620 - Financial Reporting II

This course is a continuation of ACC 610. Topics include stockholders' equity, income measurement, income taxes, pensions, leases and statements of changes in financial positions.

Prerequisite(s): ACC 610

Minimum Credits: 3

ACC 630 - Financial Reporting III

This course examines such advanced accounting topics as partnerships, consolidations, insolvencies, estates and trusts.

Prerequisite(s): ACC 620

Minimum Credits: 3

ACC 640 - Auditing

This course is a study of the concepts and methods of professional auditing.

Prerequisite(s): ACC 620

Minimum Credits: 3

ACC 645 - Advanced Auditing

This course is designed to introduce the student who is familiar with financial auditing principles to advanced auditing topics including 1) beyond the financial audit, 2) when audits go wrong, and 3) behavioral and ethical concerns for auditors. The course utilizes a combination of case studies, student presentations, and reviews of current auditing research and professional materials to assist students in increasing their knowledge of auditing. This is a reading intensive course.

Prerequisite(s): ACC 620, ACC 640 and ACC 691

Minimum Credits: 3

ACC 646 - Intro to Forensic Accounting/Fraud Exam

This course will develop the student's understanding of what forensic accounting and fraud examination is and how it pertains to both civil and criminal matters. The student will gain a basic understanding of the characteristics of fraud, fraud prevention and detection, investigative techniques, asset recovery, and the use of information technology in this interesting and growing profession.

Prerequisite(s): ACC 620 and ACC 640; or UG Accounting degree; or 2 years accounting experience in the field

Minimum Credits: 3

ACC 660 - Controllership

This comprehensive course is designed to help financial managers master the technical, financial, accounting and people management skills necessary for the job of a corporate controller.

Prerequisite(s): ACC 550 or ACC 600 and ACC 620

Minimum Credits: 3

ACC 675 - Control/Audit of Accounting Info System

New auditing and quality control standards adopted by the PCAOB and the AICPA require auditors to have adequate technical training and must understand the role information technologies play in the maintenance and effective internal control of financial information. Knowledge of EDP auditing and control is particularly important in complying with Section 404 of Sarbanes-Oxley (SOX), which requires auditors to attest to the standards of internal control and any material weaknesses disclosed by senior management. This course will give auditors the knowledge they need to comply with SOX Section 404 by allowing them to test the process rather than just the product of the financial information system. Select curricular standards set by ISACA will be addressed to assess and to improve auditing and internal control practices.

Prerequisite(s): ACC 620 and ACC 640

Minimum Credits: 3

ACC 680 - International Accounting

This course focuses on accounting in the global marketplace and reviews international accounting standards for financial reporting and introduces and compares taxation and financial and managerial accounting issues in the international environment. NOTE: ACC 680 can be used as an international business elective.

Prerequisite(s): ACC 500

Minimum Credits: 3

ACC 690 - Advanced Topics in Financial Reporting

This course is an examination of advanced topics in accounting, including SEC reporting, corporations in financial difficulty, multinational accounting and additional consolidation reporting issues not covered in Financial Reporting II.

Prerequisite(s): ACC 630

Minimum Credits: 3

ACC 691 - Detection/Prevention of Fraudulent Financial Statements

This second course in forensic accounting and fraud examination examines the various types of fraud and its impact on the financial information presented. The objective of this course is to identify common fraud schemes and scams. Participants in this course will learn how to review, detect, and investigate possible financial statement fraud by addressing such topics as income smoothing, off balance sheet financing, fictitious sales/revenue, and understatement of liabilities, just to name a few. Various techniques will be used to explore substantive analytical procedures to assess the risks of financial statement fraud.

Prerequisite(s): ACC 646

Minimum Credits: 3

ACC 692 - Interview Techniques/Legal Aspects of Fraud

This third course in forensic accounting and fraud examination will acquaint the participant with interview principles and techniques. Additionally, the participant will be exposed to some of the legal aspects pertaining to the identification and prosecution of fraud.

Prerequisite(s): ACC 691

Minimum Credits: 3

ACC 693 - Investigating with Computers

This fourth course in the Graduate Certificate will provide guidance and knowledge for conducting investigations via machine. The skills of the participant in this course will be strengthened in such areas as identification of the types of public records available to investigate; how to access the public records through databases; navigation of the Internet to find useful material; the use of fraud-related software packages to detect and investigate possible fraudulent activities; and the use of data analysis programs and spreadsheets to detect fraud.

Prerequisite(s): ACC 646, ACC 691 and ACC 692

Minimum Credits: 3

ACC 695 - Seminar in Audit/Information Assurance

This course is designed to deepen your conceptual understanding of the function of auditing and information assurance and provide you with a framework for analyzing contemporary accounting issues.

Prerequisite(s): ACC 645, ACC 689[^] and ACC 691

Minimum Credits: 3

ACC 696 - Situational Ethics in Accounting

This course deals with the application of academic research related to ethical decision making, identifying evolving ethical issues in the accounting and business environment, and evaluating and applying theories of ethics and justice. Students will be exposed to ethical situations affecting the accounting and business environments to gain a solid

foundation on which to address possible circumstances they may face as accounting professionals.

Minimum Credits: 3

ACC 700 - Seminar in Accounting Topics

This is the capstone course for the master of science in accounting program. It surveys topics and controversies in accounting literature to help students appreciate the development and status of generally accepted accounting principles. The course requires a research project and a presentation on issues related to the practical application of accounting principles.

Prerequisite(s): ACC 630 or ACC 640

Minimum Credits: 3

ACC 710 - Accounting Internship

This course is to enable the School of Business graduate students to gain valuable work experience within the field of Accounting. The objective is give the students an opportunity for practical application of Accounting business concepts/practices learned in classes and complement the course work taken. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - completing a minimum of 150 hours on the job per 3 credits.

Prerequisite(s): Grad Internship only

Minimum Credits: 3

Advertising

ADV 263 - Advertising Copy and Design

This course focuses on the creative end of advertising, including the actual presentation of advertisements. Harmony, consistency and effective use of colors, headlines, subheadlines, borders and amplification of the features, as well as advantages and benefits of the product/service, are emphasized. Students will be familiar with the creative competencies and skills needed in the formulation of effective campaigns in various media.

Minimum Credits: 3

IPOC 1YO EGED

ADV 340 - Advertising Media Planning

This course addresses the connection between media and markets from a quantitative perspective. Students learn to read and understand available statistical tools providing measurement data of media audiences and media usage patterns. The course covers media selection criteria, such as effective reach and frequency, cost per thousand and cost per rating point, weighting, and continuity patterns. Students also become cognizant of the impact of a firm's corporate strategies, particularly the marketing and financial strategies, on media planning. Lastly, the course considers the strategic issues of fragmentation and selectivity as new technology and methods of reaching target markets emerge. Writing intensive course.

Prerequisite(s): MKT 229

Minimum Credits: 3

ADV 428 - Promotional Research & Media Management

This course applies marketing research techniques to the field of promotion. Topics covered include research for promotional campaigns and a survey of the research companies and reports used in evaluating the success of the promotional effort.

Minimum Credits: 3

ADV 429 - Advertising Campaigns

This advanced course in advertising and promotion includes the application of marketing strategies and theories and the development of a complete, multimedia advertising campaign. Aspects covered include gathering primary and secondary marketing research data, establishing an integrated marketing strategy plan, developing creative exhibits in the strategy print and broadcast media and constructing a media traffic plan.

Prerequisite(s): ADV 329 or MKT 229 and COM 230 or COM 331

Minimum Credits: 3

ADV 462 - Advertising Account Executive Seminar

This course focuses on the business, management and sales aspects of the advertising field. Students will learn about the selling and marketing of advertising campaigns and obtain the management skills and competencies that are needed to implement effective advertising planning. Students will be familiar with the roles and responsibilities of executive producers and account executives in sales and management. This is a third-year course in the marketing program.

Minimum Credits: 3

Anthropology

ATH 111 - Introduction to Cultural Anthropology

This course is the study of preliterate and changing societies that emphasizes social organization and cultural aspects. Global marker.

Minimum Credits: 3

IGSO ESBS EGED IWAP

Biology

BIO 101 - General Biology

Introductory level biology course that includes mammalian cell structure and function, cellular reproduction and physiology, and basic Mendelian genetics. Laboratory exercises (BIO 101L) to follow lecture topics.

Minimum Credits: 3

ESTM EGED

BIO 101L - General Biology Lab

BIO 101L is a laboratory course, following topics in BIO 101, General Biology. Students will gain hands-on experience and visual reinforcement of concepts, including acid-base dynamics, enzyme action, osmosis and diffusion, cellular reproduction, and use of microscopes.

Minimum Credits: 1

BIO 205 - Human Anatomy and Physiology I

Human Anatomy and Physiology I is the first of two courses examining the structure, function, and interdependence of the human body systems. The course begins at the cellular and molecular levels with a concentration on the organization of the human body as a symbiotic system. The integumentary, nervous, and endocrine systems provide focal points for case studies and discussions throughout the term. The online laboratory course component allows the student to integrate and apply theory based knowledge from the course room to online experiments and critical appraisal exercises.

Minimum Credits: 3

BIO 205L - Human Anatomy and Physiology I Lab

The online laboratory course component allows the student to integrate and apply theory based knowledge from the course room to online experiments and critical appraisal exercises.

Minimum Credits: 1

BIO 210 - Introduction to Anatomy and Physiology

Discussion/comparison of the principles of mammalian form and function. Includes molecular and cellular mechanisms of major processes (such as muscle contraction, neural transmission, and signal transduction) and examines the structure and function of the 11 organ systems of the human body. Laboratory exercises (BIO 210L) to follow lecture topics.

Minimum Credits: 3

IWEL ESTM EGED

BIO 211 - Anatomy and Physiology II

Human Anatomy and Physiology II is the second of two courses examining the structure, function and interdependence of the human body systems. The muscular/skeletal, cardiac, respiratory, gastrointestinal, and genitourinary systems provide focal points for case studies and online discussions throughout the term. The online laboratory course component allows the student to integrate and apply theory based knowledge from the course room to online experiments and critical appraisal exercises.

Minimum Credits: 3

BIO 211L - Anatomy and Physiology II Lab

The online laboratory course component allows the student to integrate and apply theory based knowledge from the course room to online experiments and critical appraisal exercises.

Minimum Credits: 1

BIO 212 - Microbiology

Microbiology focuses on the impact of pathogenic organizations and their role in immunology and disease. Course content will focus on the etiology of microbial infections, the interaction between microbe and host, and preventative measures. The laboratory course component will allow students to participate in online experiments that will provide clarity into the symptomatology, etiology, pathogenesis, epidemiology, prevention and best practices in the treatments of infectious diseases.

Minimum Credits: 3

BIO 212L - Microbiology Lab

The laboratory course component will allow students to participate in online experiments that will provide clarity into the symptomatology, etiology, pathogenesis, epidemiology, prevention and best practices in the treatments of infectious diseases.

Minimum Credits: 1

BIO 215 - People, Places, and Plagues

This special topics course will explore the social, environmental, and community impacts of communicable disease. Significant pandemic, epidemic, and endemic diseases will be examined, in light of catastrophic outbreaks that have shaped the course of human history. Students will be exposed to the thrilling stories of many people who were involved with these events, as victims, investigators, and scientists. Weekly discussion will revolve around students' perceptions of disease, the future of epidemiological studies, and specific questions about microbes and other disease agents.

Minimum Credits: 3

ESTM IWEL EGED

BIO 315 - Ecological Principles and Field Methods

This course introduces students to the principles of ecology and practical methods used in the field. Students will explore theoretical topics in the ecological systems including the level of the population, community and ecosystem; energy flow and biogeochemical cycles; and the concept of sustainability. Students will read literature and conduct research projects in the field and will use critical thinking to evaluate research, design studies, present findings and debate on the issues.

Prerequisite(s): ENV 101, ENV 219 or SCI 219

Minimum Credits: 3

BIO 330 - Conservation Biology

This course will focus on the importance of biodiversity. Currently, we are experiencing an unprecedented loss in species; losing, on average, two species a day. Unlike past mass extinctions humans are largely responsible. Following the Society of Conservation Biology's guidelines for conservation literacy, this course will investigate how we can apply biological principals to reverse trends in species loss. We will focus on case studies to develop our understanding of what maintains, reduces, and restores biodiversity. The course will be organized into three sections 1) history and value of conservation biology, 2) threats to biodiversity, and 3) approaches to solving conservation problems.

Prerequisite(s): ENV 101, SCI 219 or SCI 220 or permission of instructor

Minimum Credits: 3

BIO 340 - Human Health and the Environment

This course examines major environmental health problems in industrialized and developing countries, and evaluates possible future approaches to control of these issues. Topics include dose and response to pollutants, agents and vectors of contamination (air, water, and soil), susceptible populations and risk analysis, the scientific basis of policy and decisions, and emerging global health problems.

Prerequisite(s): BIO 101 and ENV 101

Minimum Credits: 3

Business

BMB 515 - Music Business Structure and Strategies

This course provides an in depth look at the structure of the evolving music business and strategies for creating successful business models. It will guide students through the critical areas of the music industry, including publishing and licensing; marketing, promotion, and retail; proper utilization of free music; fan funding and other forms of creative revenue for musicians; and new business opportunities. By the end of this course, students will have a deep understanding of the pressing issues that all musicians, music industry entrepreneurs, managers, and other music business professionals face in the main segments of the music industry, and how to leverage opportunities that the new business provides. This course is offered through Berklee Online.

Prerequisite(s): Must be enrolled in MBA.MBU program

Minimum Credits: 3

BMB 630 - Music Marketing Strategies

This course takes an in depth look at the tools and emerging technologies used to generate interest in music, acquire new fans, and sell music. The course begins with an introduction to online music marketing - the opportunities available, case studies on how artists are generating interest online, ways to optimize the fan experience, and the major differences between online and physical marketing campaigns. The course examines effective pricing models, third-party distribution options, and product techniques designed to reward fans, while helping to generate a higher net margin. By the end of the course, students produce a fully timed, integrated, and optimized marketing plan that builds up digital touch points, generates interest, and sells music online. This course is offered through Berklee Online.

Prerequisite(s): Must be enrolled in MBA.MBU program

Minimum Credits: 3

BMB 655 - Music Business Finance

In this course, students learn to apply critical tools of financial analysis to leverage talent, assess the potential of music enterprises, and drive new music businesses. The course explores nontraditional forms of music funding, such as venture capital and crowdfunding opportunities like Kickstarter. The course includes three components, roughly equally weighted in time spent per week: 1- financial calculations - music and business examples, 2- money, markets, and the music business, and 3- funding music. This course is offered through Berklee Online.

Prerequisite(s): FIN 500 and must be enrolled in MBA.MBU program

Minimum Credits: 3

BMB 670 - Music Business Leadership and Ethics

Leadership, decision-making, and ethics represent vital foundations for business professionals in the music industry. The course examines the characteristics of notable leaders, leadership approaches, and music industry leadership scenarios. It explores ethics from a wide variety of industries to gain an understanding about why ethical choices are important, and analyzes current issues affecting the music industry, such as the treatment of artists, intellectual property rights, revenue sharing, and digital media and distribution. Students will apply specific decision-making approaches and ethical frameworks toward projects that mirror the real world. They will create a blueprint for sound decision-making, effective leadership, organizational planning, and ethical awareness that they can immediately apply toward advancing their careers. This course is offered through Berklee Online.

Prerequisite(s): Must be enrolled in MBA.MBU program

Minimum Credits: 3

BUS 206 - Business Law I

The background, foundation and ethical aspects of the United States' legal system are examined. Torts, product liability, criminal law, contracts, sales, business organizations, and agency and cyber law also are explored.

Minimum Credits: 3

BUS 307 - Business Law II

The study begun in Business Law I continues as the topics of commercial paper, real and personal property, creditors' rights and bankruptcy, agency, business organizations, estate planning and government regulation of business are explored.

Prerequisite(s): BUS 206

Minimum Credits: 3

MBA 501 - Mathematics and Statistics for Business

This is an applied course, which will provide students with the mathematical knowledge and skills that underlie many courses offered in the school of business. Students will learn the fundamental concepts and methods of linear algebra, mathematical functions, differential calculus and statistics and their applications to business. They will also sharpen their quantitative, analytical and problem-solving skills that are so important for success in the world of business today.

Minimum Credits: 3

MBA 502 - Economics for Business

This course is intended to provide the student with a concisely focused yet rigorous introduction to both micro- and macroeconomic theory needed at the foundational level of a graduate degree program. Some of the topics to be addressed include: market behavior; demand theory and related elasticity concepts; production and cost theory; managerial decision-making in perfectly competitive and imperfectly competitive markets; GDP determination; unemployment and inflation; and fiscal and monetary policy.

Prerequisite(s): MBA 501

Minimum Credits: 3

MBA 503 - Financial Reporting and Analysis

This course is designed to help future business leaders across all functional areas appreciate and understand the rules and regulations, processes and procedures, and significance of financial accounting statements and reports. It provides a balanced presentation between how statements are prepared and, more importantly, how to analyze these statements and footnotes to assess a company's performance within the industry and management's performance within a particular company. New government regulations have made the integrity and quality of financial accounting information everyone's responsibility. This course will help future business leaders conduct better internal audits, improve forecasts and valuations, and make better management decisions.

Minimum Credits: 3

MBA 610 - Business Law

This course focuses on the theory and application of business regulations and the laws of contracts, agency, property and business organizations. Background preparation: 3 credit hours in business law or the equivalent.

Minimum Credits: 3

MBA 700 - Strategic Management

This course includes the application of learned skills and the testing, distillation and integration of insights gained from previous courses and other sources.

Prerequisite(s): FIN 500, OL 500, QSO 510 and IT 500

Minimum Credits: 3

MBA 710 - Internship

Internships are available for full-time students to enhance their educational experiences through appropriate, work-oriented activities in selected environments.

Minimum Credits: 3

Maximum Credits: 12

MBA 740 - Thesis Option

Students may substitute 6 hours of thesis credit for two elective courses in the M.B.A., master of finance, master of information technology or master of business education programs. A thesis must be completed within nine months of its approval.

Minimum Credits: 6

MBA 750 - Independent Study

The school dean may approve an independent study arrangement, in exceptional circumstances. The arrangement requires a written request and justification by the student, identification of a supervising faculty member and the dean's approval.

Minimum Credits: 3

Chemistry

CHM 101 - Fundamentals of Chemistry

This course surveys the major themes of chemistry. Topics include chemical reactions, acids and bases, bonding, phases of matter, nuclear chemistry, and basic organic chemistry.

Minimum Credits: 3

CHM 101L - Fundamentals of Chemistry Lab

This course will use laboratory techniques to study the fundamental principles of chemistry. Topics such as the mole, chemical equilibria, chemical and physical properties, solutions, kinetics, etc., will all be covered along with other topics important to chemistry.

Minimum Credits: 1

Child Development

(All DEV, EDU, RDG and SPED courses may require students to complete off-campus field experience.)

DEV 104 - Child Development I

This course focuses on human growth from conception to age 3. Theories pertinent to individual stages are provided and the sociological, cultural and psychological aspects of child growth and development are included. It includes methods of observation, planning for and teaching infants and toddlers, both typical and atypical and from diverse backgrounds.

Minimum Credits: 3

DEV 106 - Child Development II

This course surveys and focuses on child growth and development from age birth through the life cycle. Theories pertinent to individual stages are provided and the sociological, cultural and psychological aspects of human growth and development are included. An overview of all developmental stages will be covered.

Minimum Credits: 3

DEV 260 - Family and Culture

This course considers how family and culture influence child development including family structures, sibling relationships, parenting behaviors, children's special needs, family violence, diversity in educational settings and the relations between family and community. Students explore their own and other's cultural influences through the lens of diverse cultural perspectives. The challenges faced by children and families from a variety of cultures and socio-economic backgrounds including communication, interaction, education, and societal norms will be examined from the role of the practitioner. Research informs student projects in which a particular aspect of culture is studied in depth. Ten hours of field experience is included.

Minimum Credits: 3

EGED

DEV 340 - Meaning and Development of Play

Students explore theories of play during early childhood. The role of play in promoting healthy development, learning and literacy are covered. The distinction between developmentally appropriate play and play which does not promote development is made. Play as form of early intervention to assist children experiencing developmental challenges is covered in detail.

Minimum Credits: 3

DEV 424 - Assessment, Observation & Intervention

Students are introduced to qualitative and quantitative forms of developmental assessment used with children during the first eight years of life. The Denver-II, The OUNCE, Bailey, Brigance, HOME, HELP, Peabody, Transdisciplinary Play Based Assessment as well as other commonly used assessments within early childhood and public school settings are reviewed. Assessment will be discussed in relationship to development outcomes, interpretation and planning for intervention and curriculum. (Legal Issues, Diversity)

Prerequisite(s): DEV 340

Minimum Credits: 3

DEV 520 - History and Philosophy of Child Study Movement

The student is exposed to the historical, cultural and philosophical foundations of child development theory and practice. The work of Rousseau, Freud, Froebel, Montessori, Pestalozzi, Dewey, among others is examined. The history of early childhood programming as a distinct field outside of formal educational institutions as well as the role of programming within formal education is covered. Tensions in educational philosophy and approach between the

early childhood community and the larger educational community are examined in depth. Students begin to develop the necessary skills for a scientific and dynamic understanding of child development. Such skills will assist students in the formation of informed independent opinions and a well- integrated perspective.

Minimum Credits: 3

DEV 540 - Language and Cognitive Development

The purpose of this course is to provide students with an understanding and working knowledge of both the content and processes of cognitive and language development in children from birth through eight years of age. The primary foci of the course are understanding different theoretical frameworks: (1) examining sequences and variations in the processes of cognitive change; (2) the interaction between the child and the social context; (3) the interaction of cognitive development with children's symbolic representation of knowledge particularly language development; and (4) the role of play in the development of cognition and language. Students learn how to conduct and report observations of children's thinking and learning. They also learn to apply different theories of cognitive development and to recognize their implications for practice with children of differing needs and abilities in a range of programs in culturally diverse settings.

Minimum Credits: 3

DEV 545 - Psychosocial Development

This course focuses on young children's emotional and social development from birth through age eight, stressing the interaction of biological, psychological, and social forces. Major themes include how young children experience themselves and others; the role of parents, families, care- givers, peers, and teachers in children's psychosocial development; and the socialization of young children to respond adaptively to the contexts and cultures they live in. Students are expected to acquire a working knowledge of the emotional and social domains of development through the integration of natural observation of infants, preschoolers, and school-aged children with relevant theory and research.

Minimum Credits: 3

DEV 550 - Administration of Child Development Programs

This course provides students with skills in supervising and administering child development programs. Basic competencies of administrators are reviewed, such as law, licensing, personnel, budgeting, and corporate structures. Students are also introduced to governmental and non-governmental structures, public funding and grant writing.

Minimum Credits: 3

DEV 560 - Family and Culture

This course considers how family and culture influence child development including family structures, sibling relationships, parenting behaviors, children's special needs, family violence, diversity in educational settings and the relations between family and community. Students explore their own and other's cultural influences through the lens of diverse cultural perspectives. The challenges faced by children and families from a variety of cultures and socio-economic backgrounds including communication, interaction, education, and societal norms will be examined from the role of the practitioner. Research informs student projects in which a particular aspect of culture is studied in depth. Ten hours of field experience is included.

Prerequisite(s): DEV 545

Minimum Credits: 3

DEV 565 - Play

This course provides students with an understanding of the critical role play has in a child's life. Play is the primary means for learning and development, an important method of assessment and a tool for intervention. Students learn

how to assess play between a child and parent/adult, a child within a group, and a child's solitary play.

Minimum Credits: 3

DEV 601 - Child Assessment

This course provides students with a basic understanding of the assessment of young children from birth to eight years of age. The primary goals for the course are (1) the purposes and processes of a variety of assessment methods currently used to evaluate learning and development of young children and (2) challenges in assessing young children from developmental, educational, psychological, and cultural perspectives. Students will learn principles of appropriate assessment, acquire a working knowledge of basic measurement concepts, and gain testing, and alternative assessment approaches for young children.

Minimum Credits: 3

DEV 699 - Child Development Practicum

The internship is a culmination of a student's field experiences. It consists of a minimum of 150 clock-hours in the field and is accompanied by seminar meetings to provide opportunities for the analysis, evaluation and discussion of field experience.

Minimum Credits: 3

Communication

COM 126 - Introduction to Mass Communication

This communications survey course covers mass media, culture, and society. The course focuses on how and why the US media operate as they do, as well as on how media performance might be improved.

Minimum Credits: 3

IPOC EGED

COM 128 - Language and Practice of Media Arts

This is an introduction to the practice of media production and the study of visual media literacy. The course examines the fundamental components and structure of moving image texts, explores how dynamic relationships between those elements convey meaning, and then exercise that knowledge through media production. Production design, language, technology, and methods will be discussed enabling all students in the class to have a common language of image analysis and creation. Readings and discussions on topics such as cinematography, narrative meaning, image and sound design, editing, genres, and culture will be included. Creative interpretative and expression of ideas will be exercised in the production of media.

Minimum Credits: 3

COM 212 - Public Speaking

This course is designed to help students develop abilities, including organization and delivery skills, for all speaking situations. The evaluation and improvement of voice, diction, articulation and posture also are studied. May not be used as literature elective.

Prerequisite(s): ENG 120 or ENG 200

Minimum Credits: 3

EGED

COM 227 - Public Relations

This course introduces students to the theory and practice of public relations in the United States. Students study the major figures in this field as well as organizations, their behavior, and the relationships between organizations and their publics.

Prerequisite(s): ENG 11, ENG 121 or ENG 200

Minimum Credits: 3

COM 230 - Graphics and Layout in Print Media

This course is an introduction to the principles and practices of graphic design. Students are introduced through lecture, demonstration and hands-on computer work to the basic elements of graphic visual communication. Adobe Illustrator is used as a primary tool in exploring visual perception through a variety of creative exercises that familiarize the student with basic visual principles such as figure/ground manipulation, shape grouping, letterform shape creation, and grid and system creation. Formal elements of graphic design such as line, shape, color, texture, pattern, balance, symmetry, rhythm, space and unity are thoroughly explored by example and hands-on computer exercises; special topics included are: designing with type, layout strategies, logo design, symbol and pictogram development and stationery systems.

Minimum Credits: 3

COM 232 - Desktop Publishing

This course is an introduction to the software application Adobe InDesign designed for the novice user. The Macintosh platform is used in the classroom studio lab, and the student is introduced to the creative and practical aspects of the desktop publishing program that is considered indispensable in the contemporary communications and design industries. This course is based on a series of introductory exercises and a regimen of hands-on practice that teaches software and design skills; students learn how to combine the use of InDesign with other professional graphics and work-processing software such as Adobe Illustrator, Adobe Photoshop and Microsoft Word.

Prerequisite(s): COM 230

Minimum Credits: 3

COM 235 - Introduction to Journalism

This writing practicum introduces students to writing for print and electronic media under deadline. Gathering information by using records, documents, observation, interviewing, and the Internet. Emphasis on library resources, electronic databases, and current events. Basic style and editing based on AP Stylebook and Libel Manual and AP Broadcast News Handbook.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

COM 310 - Social Media

Twitter, Facebook, blogs, podcasts - the possibilities of social media today are countless and ever-changing. This course is a broad approach to the history, theory, technology, impact and strategic uses of social media. These tools are relatively inexpensive and accessible technologies that enable anyone to create, publish, edit and access messages intended for the smallest to the largest of audiences. Students will examine the strategic uses of social media for community building, civic and political participation, advertising, marketing, public relations, and journalism. This course provides hands-on experience with the most current technology.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

COM 315 - Interpersonal Communication in the Digital Age

Contemporary relationships exist across space and time in ways that are continually transforming through computer-mediated and digital communication. Social networking, chat, email, online gaming, and online dating present new challenges for how and why we engage and enter relationships with others. This course examines the foundations of interpersonal communication in light of digital (new) media, evaluating the effect that mediated communication has on relational strategies. Students will evaluate communication behaviors across multiple digital mediums and examine concepts related to relational development, maintenance, and deterioration, interpersonal conflict, nonverbal communication, and identity and culture.

Minimum Credits: 3

COM 320 - Exploring World Cultures/Mass Media

This course seeks to expand global cultural understanding and communication by examining pop culture and media systems in various countries. Students will have the opportunity to expand their cultural perspective by exploring music, film, television, radio, print media, technology, and urban and youth culture. Topics will include media imports and exports, media audiences, media financing and regulation, media research and reporting, media effects, media ethics, meaning and communication through media, and intercultural communication. In lieu of a text students will use extensive Internet research, personal interviews, podcasts, discussion boards, various supplemental material, and independent cultural exploration. Classes will consist of brief lectures, discussion, viewing of media, and in-class research and projects. Global marker.

Prerequisite(s): COM 126 or COM 128 and ENG 121 or ENG 200

Minimum Credits: 3

EGED IPOC IGCU

COM 322 - Advanced Public Speaking

This course provides students with the skills to produce effective oral presentations in professional contexts. The course includes formal individual speeches as well as interactive and group presentations. It is run as a seminar to provide students with experience as moderators.

Prerequisite(s): COM 212 or ENG 200

Minimum Credits: 3

COM 325 - Editing for Media and Publication

The role of the editor in today's media and publication industries has been transformed by the convergence of technological advances and delivery manner. Whether it is in news operations, public relations, advertising, or book publication, the traditional copy editor has merged with the content editor. This course provides both the foundational skills in basic language editing and the practical competencies associated with editing content for new media (including visual literacy, headlines, typography, and search optimization).

Prerequisite(s): ENG 122

Minimum Credits: 3

COM 327 - Screenwriting for Media Arts

This course is designed to teach students the fundamentals of screenwriting for short narrative and commercial projects. Students will analyze screenplays and scripts, and then learn basic screenwriting concepts and tools. Students will be attending lectures and film screenings, completing in-class writing exercises and proposals, providing valuable critique to their colleagues, and completing at least one treatment, pitch and screenplay.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

COM 329 - New Media Technologies

This course examines the role of new media in contemporary society and the evolution of media technologies in economics, politics, marketing, business, relationships, and journalism. Students will utilize and practice with various new media tools and platforms for both personal and professional contexts. The course focuses on both the practical skills and the theoretical foundations of new media, asking students to demonstrate proficiency in these platforms while understanding the implications for communication practice.

Minimum Credits: 3

COM 336 - Electronic Public Relations

This course provides a focused overview of electronic public relations applications and presents guidelines for using electronic technologies for public relations purposes. Students will learn to reach various publics through public service announcements, video news releases and satellite media tours. Students will also learn how to reach media, government, consumers, employees and management effectively by applying electronic media technologies. Offered as needed.

Prerequisite(s): COM 227

Minimum Credits: 3

COM 340 - Writing for Public Relations

Survey course requiring copywriting in public communication formats, including news releases, features, editorials, brochures, executive summaries, company profiles, newsletters and annual report copy.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

COM 341 - Technical Writing

This course trains students to produce documents of a technical nature commonly found in a business context. Students are required to prepare a variety of technical reports, including audits, technical manuals and feasibility studies.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

COM 342 - Writing for the Computer Industry

This course is designed to increase the students' ability to communicate high-tech information and to apply the technical writing process to the computer industry. The course focuses on techniques for creating documentation with attention to formatting, graphic design and text organization.

Prerequisite(s): COM 341

Minimum Credits: 3

COM 345 - Animation and Visual Effects

This hands-on technical course provides training for the use of Adobe After Effects, the industry standard software utilized for animation, visual effects, and motion graphics in film, video, multimedia, and the Web. Students will be attending lectures and technical demonstrations, viewing various After Effects creations, completing exercises, and producing short projects with After Effects. Given the breadth of possibilities open to the After Effects artist we will focus our efforts on learning the objectives listed below.

Prerequisite(s): GRA 220

Minimum Credits: 3

COM 430 - Organizational Communications

This course gives students the opportunity to develop skills, knowledge, philosophies in organizational communication through lectures, research, readings, discussions, application, and written assignments. Emphasis is placed on verbal and nonverbal communication, cultural communication and interpersonal relationships within organizations.

Prerequisite(s): COM 212

Minimum Credits: 3

COM 435 - Feature Writing

This course is for students who want to explore feature writing as a means of improving their research and writing skills or to pursue a print journalism focus in the communication major. Students will learn how to develop and organize ideas, adapt their writing for specific audiences and revise and polish their prose style.

Prerequisite(s): COM 235

Minimum Credits: 3

COM 445 - Writing for New Media

This course is an advanced writing experience that focuses on the content-development skills critical for new and emerging digital media technologies. Students engage with the essential concepts and issues surrounding media convergence and the various strategies for delivering and adapting essential information through diverse multimedia platforms.

Prerequisite(s): ENG 122

Minimum Credits: 3

COM 448 - Media Ethics and Law

This course provides students with the skills and knowledge they need to work in the communications profession. They also will develop a clear understanding of the statutory and constitutional guidelines governing the profession. Students learn the theoretical underpinnings of the First Amendment, followed by its application in cases involving libel, privacy, intellectual property, corporate speech, advertising, obscenity, access to information, protection of news sources, broadcasting policy and electronic media regulations.

Minimum Credits: 3

COM 452 - Public Relations Campaign Planning Seminar

This capstone course offers practice in managing communication campaigns from the public relations perspective and emphasizes the production and presentation of campaign plans. Students will develop and pitch a campaign for a real client.

Prerequisite(s): COM 227

Minimum Credits: 3

COM 469 - Senior Seminar in Communication

This course serves as the capstone experience for communication majors. Students synthesize past course work, knowledge, skills, and experiences in order to research and plan a scholarly applied communication study and/or campaign to solve a problem for a 'real world' client. Specific project requirements are tailored to meet students' planned career paths or areas of focus in the communication discipline. In-class sessions focus on enabling students to become effective independent researchers, while regular individual conferences with the instructor focus on project planning, charting progress, and addressing contingencies. The course results in each student producing a final

written product - a research thesis or professional project report - along with a public oral presentation of the thesis/project.

Prerequisite(s): PSY 224 or SCS 224

Minimum Credits: 3

COM 476 - Corporate Communications Seminar

This course will explore the growing field of corporate communication with special emphasis on, industry analysis, media relations, message strategies and crisis communication planning. Upon completion of the course, students will understand the theory, practice and functions of corporate communicators. This course will serve as a capstone experience for all communication majors.

Prerequisite(s): COM 227

Minimum Credits: 3

COM 490 - Communication Internship

Students may use three, six or 12 credit hours of free electives for placement in a supervised, career-related work experience. Students report on the experience as required by the cooperative education syllabus. The Career Development Center administers the experience and the program coordinator/department chair provides the academic evaluation.

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

COM 500 - Communication, Media & Society

Communication, Media, and Society serves as an introduction to key concepts and theories in the study of communication and media. In this course, students will examine the foundations of the discipline of communication focusing particularly on the ways in which media and technology have impacted the study of culture, relationships, and messages. The course will explore the impact of communication on various arenas, including families, relationships, culture and the changes in communication and media over time. Students will analyze their own skills, communication patterns, networks, and resources and articulate a plan for future studies and career plans in communication.

Minimum Credits: 3

COM 510 - The Vantage Point: Knowledge & New Media

This course contends with the evolving concept of "knowledge production" in the new media environment. It focuses on strategies for independent online research, including processes for identifying, vetting, and citing appropriate sources of information, as well as best practices for writing in the online environment. Issues of copyright, plagiarism, and ethics related to the creation of online content will be evaluated. Finally, students will explore their role as producers of mediated communication, including primary authorship and the curating of content.

Minimum Credits: 3

COM 530 - Law & Ethics: A Line in the Sand

Legal issues related to communication and media in the U.S. are rapidly changing in an age where technology and the distribution of mediated messages are ubiquitous. Thus, this course contends with the major legal, ethical, and policy issues related to mass media communication particularly focusing on those issues that impact digital and public communication. Concepts related to the First Amendment to the U.S. Constitution, libel, obscenity, censorship, right to privacy, intellectual property, and the governance of media and digital technology will be explored.

Additionally, this course asks students to contend with many ethical issues and philosophies pertinent to media and communication in the interest of articulating a personal ethical framework as a graduate communication student and

practitioner.

Minimum Credits: 3

COM 540 - Second Self: Identity & Personal Brands

Interactive and social media have opened up myriad opportunities for individuals to create, manage, re-create, and even fabricate their identity online. This course contends with the idea of a virtual or "second" self and the ways in which one navigates identities in a highly networked environment. Students will explore the relationship between professional and personal identities, privacy and security in online environments, and the creation of personal brands in various media. Students will have the opportunity to explore and experiment with various types of social media tools to develop an effective and active online brand.

Minimum Credits: 3

COM 565 - Communication with Media Technology

Media technologies are changing so rapidly that those currently designated as 'new' could become obsolete before the impact to the communication field is even fully understood. Communication professionals must seek to understand the catalysts of technological changes by conceiving of them as products of the values and assumptions held by the societies that create them. This course is focused on how new media technologies have developed, how they might modify previous understandings of the relationship between technology and culture, and how they have shaped industries (particularly media industries) today. Students will investigate the practical aspect of various technologies of interest in order to become more savvy consumers and critics of emerging media tools and resources.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 566 - Pen to Platform

A corollary to and resulting challenge of new media technology is the need for messages that are applicable and effective in a myriad of different contexts. In this course, students will craft and structure written work so that it may be more easily translated to different platforms. Different writing processes, such as information mapping, will be employed to demonstrate new ways of thinking about information. Students will apply best practices for effectively communicating across different media and actualizing varied communication in their writing.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 567 - Digital Tools and Teams

Although modern technology empowers the individual to do far more with limited resources than ever before, it is certainly impossible to live and work in a vacuum in today's globalized society. Striking the balance between DIY, collaboration, and contracting help requires adept decision making and project management that must be rooted in the overall strategy and mission of the communication plan. In this course, students will explore and employ the practical resources, tools, economics, and logistics of new media and marketing. Additionally, students will determine and practice effective means for utilizing diverse networks of colleagues, mentors, clients, and critics to shape their media strategies.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 568 - New Media Campaign Design & Marketing

Developing and executing a new media campaign requires the integration of skills, strategies, and tactics to create a cohesive, dynamic whole. Similarly, this course integrates components from previous coursework by addressing

topics such as the life cycle of the campaign, campaign management strategies, effective tracking and measurement, and making modifications based on data analysis. Students will evaluate past successful and unsuccessful campaigns in order to glean and substantiate best practices in campaign design and execution. Finally, students will create structured components of new media campaigns in order to prepare for the critical assessment in the capstone course.

Prerequisite(s): COM 500 and COM 510

Minimum Credits: 3

COM 575 - eHealth and Technology

eHealth, telemedicine, and cybermedicine are quickly becoming the new 'face' of medicine in today's world. Patients and consumers are looking for ease of access to healthcare information and are met with an abundance of electronic resources. This course provides an introduction to the role of electronically-mediated communication in health communication and campaigns and asks students to engage with how technology can improve, hinder, and/or evolve health literacy and health communication practices.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 576 - Health Communication & Culture

Health literacy is an increasingly important component of any health care system as patients and communities struggle to integrate appropriate interventions, and these interventions are always shaped by the cultural and social contexts of the communities affected. This course provides an advanced investigation into relevant cultural concepts that shape health care and health communication, focusing on strategies to improve health literacy ethically and empathically.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 577 - Healthcare Ethics

Certainly ethics is important in every branch of communication. But when conveying messages about subject matter as sensitive, high-stakes, and emotionally-charged as health care, ethics takes on a new level of significance. In this course, students will re-examine general principles of responsible communication in the new context of health communication. Through investigation of relevant case studies, students will logically extend and add definition to their existing moral frameworks. The course will emphasize the nuance and complexity of health-related ethical issues, including the impacts of technology on health privacy, stigma surrounding controversial health issues, illnesses, and treatment options, and one's moral responsibility to ensure accuracy in disseminating public health information.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 578 - Contemporary Public Policy and Strategy

Particular to the field of health communication is the significant role governmental policies, initiatives, and practices will play - from the content of one's messages to the way in which they are conveyed. Additionally, as a health communication professional, it is likely that one may be called upon to draft, disseminate, and promote health legislation and associated initiatives. In this course, students will examine contemporary legislation and health care policy trends, so as to adeptly devise strategies and craft messages for effectively communicating this essential information. Attention will be paid to best practices for responsibly addressing controversial political issues in one's health communications.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 600 - Communication for Leadership

This course aims to prepare students for a variety of leadership roles in dynamic organizations and environments. Students will analyze key aspects of leadership, relationships, and organizations such as: organizational culture, conflict in interpersonal and organizational settings, organizational roles and socialization, power in personal and professional relationships, and group communication theories. Students will contend with these concepts from a personal standpoint by using examples from their own relationships and workplaces to apply best practices and improve their own communication and leadership skills. Additionally, this course takes a systems theory approach to organizations and teams, looking at the interrelationship of events, people, and ideas and the systemic impact of small and large changes.

Minimum Credits: 3

COM 610 - More than Words: Communication by Design

Illustrations, photos, infographics, videos, animations, and dynamic interfaces often tell a consumer more about a brand or product than the product itself. It is increasingly important that media consumers and creators be fluent visual communicators. This course presents fundamentals of good visual design and presentation in media focusing on the best practices for a variety of design tools. Students will engage with key concepts related to visual production and consumption, media and web design, storytelling and narrative in visual formats, and accessibility of content for diverse audiences.

Minimum Credits: 3

COM 620 - Strategic Communication in a New Age

In today's public climate, political rhetoric is no longer just a tool of the immensely powerful or those who have access to a podium and speakers. The dissemination of mass messages can occur in any number of avenues and can reach audiences that were previously inaccessible or disinterested. Communication professionals today are in a powerful position to shape messaging and distribution strategies for many contexts: politics, popular culture, business, nonprofit advocacy, social movements, advertising, and marketing. In this course, students should develop the perspective and skill sets necessary to respond effectively and creatively to complex social problems and opportunities in written, verbal, and visual communication mediums.

Minimum Credits: 3

COM 655 - Reputation Management: Building a Brand

The public relations field distinguishes itself through its emphasis on capturing hearts and minds. Above and beyond the marketing goal of persuading target consumers to the desired economic end, it is the task of the public relations professional to persuade individuals and groups to accept a certain belief or opinion. In this way, the topics of messaging and branding take on new meaning within the context of public relations. In this course, students will make that transition in to the world of public relations by re-examining and building upon core principles to build a foundation for the public relations concentration.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 656 - Spread the Word: Social Media Practices

The ease of self-publishing using blogs, the dedication of entire mainstream news segments to the "conversation" on Twitter, the use of RSS feeds to immediately deliver customized messages and other personalization of communication all hail the dawn of a new era that is at once global and highly individualistic. For a public relations professional, social media technologies present unique challenges and opportunities to develop and protect one's brand. In this course, students will engage in thorough investigations and practical applications of the specific technologies, outlets, platforms, networks, and mediums that will populate their professional tool kit. Students will

gain proficiency in particular, relevant tools, as well as add to their general fluency in the language of technology.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 657 - Crisis Communication in a 24/7 World

The pervasiveness of social media, 24-hour news coverage, and mobile communications has transformed the role of public relations specialists. What constituted 'private' has become increasingly public given individuals' immediate access to multiple platforms and technologies to publish sensitive information. Protecting a brand and maintaining a consistent message in the maelstrom of broadcasted opinions is certainly more difficult than ever before. This course addresses the topics of public relations ethics and crisis management through the investigation of landmark cases and hypothetical crisis scenarios, preparing students to develop crisis management, prevention, and response skills crucial for today's media environment.

Prerequisite(s): COM 500 or COM 510

Minimum Credits: 3

COM 658 - Integrated PR Campaigns & Measurement

Developing and executing a public relations campaign requires the integration of skills, strategies, and tactics to create a cohesive, dynamic whole. Similarly, this course integrates components from previous coursework by addressing topics such as the life cycle of the campaign, campaign management strategies, effective tracking and measurement, and making modifications based on data analysis. Students will evaluate past successful and unsuccessful campaigns in order to glean and substantiate best practices in campaign design and execution. Finally, students will create structured components of public relations campaigns in order to prepare for the critical task in the capstone course.

Prerequisite(s): COM 500 and COM 510

Minimum Credits: 3

COM 690 - Communication Capstone

This capstone course integrates previous coursework and practical experience with a focus on authentic demonstration of competency in the student's chosen specialization in communication. Instead of introducing new concepts, students will synthesize prior learning to design, develop, and execute a communication campaign on their chosen subject as a culmination of their studies. The course will be structured around this critical task, so that students have the appropriate support and resources required to be successful.

Minimum Credits: 3

Community Economic Development

** CED courses are only offered Online

Southern New Hampshire University offered a Ph.D. in Community Economic Development from 1998 until 2008, when the last doctoral students matriculated. The courses below are offered only to continuing students in the Ph.D. program as needed for them to conclude their studies.

CED 301 - Intro Community Economic Development

This introduction course will examine the values, issues, models and policy underlying the theory and practice of community economic development (CED). Students will be exposed to the range of social and economic challenges confronted by residents of underserved and marginalized communities as well as review issues and challenges

facing the field.

Minimum Credits: 3

CED 335 - Social Issues and Economic Policies CED

This course is an introduction to the principles of social economics and policy. The course will expose students to concepts such as supply and demand, markets, national income, international trade, economic development, the economics of social issues, and the relationship between power and markets.

Minimum Credits: 3

CED 405 - Financial Literacy for Social Services

This course is designed to introduce students to concepts integral to understanding the financial operations of not-for-profit, non-governmental organizations - NGOs. Students examine corporate governance structures and explore, from a financial perspective, how these organizations achieve socially responsible agenda. Students will gain an understanding of the broader financial realm of socially responsible organizations and utilizing and managing money for social causes.

Minimum Credits: 3

CED 601 - Intro to CED in the U.S.

This is a foundation course in which we will examine the values, issues, models and policy underlying the theory and practice of community economic development (CED). The course starts with an examination of the theoretical and conceptual framework for community economic development. Participants will examine the range of economic challenges confronted daily by residents of underserved communities. The class will examine the practices, policies and strategies of CED. We will look at how CED approaches the challenges of job creation and retention, and community revitalization. An overview of strategies such as asset building with individual development accounts and self-employment: and community building with community loan funds, cooperatives, employment and training initiatives will be provided. Project examples and participants' own experiences will serve as course materials along with the required readings. Finally, we will review issues and challenges facing the field.

Minimum Credits: 3

CED 602 - Intro to International CED

This course will examine the evolution of thinking that has shaped the practice of community-based international development. Students explore development, projects, programs, and policies that blend social practice and economic principles. The course exposes members of the class to some of the major scholars in the field through their writings. The first class in the series focuses on three substantive themes: definitions of development; ethics of development; and lastly, hunger, famine and food policy. Students will learn methods of policy analysis to analyze these themes from an ICED perspective.

Minimum Credits: 3

CED 611 - Research Methods in CED

The objectives of this Term One course include literature reviews; research designs; stakeholder analyses and FSs; survey, sampling and questionnaire designs; and descriptive statistics procedures.

Minimum Credits: 3

CED 613 - Organizational Management in CED

This course provides the underpinnings of public/nonprofit management. This course covers the basic principle of Organizational Management, leadership, human aspects of organizations and organizational life, and the functions that managers must perform to be successful. The primary goal of the course is to provide students with the tools needed to perform more effectively as managers. The course begins with an individual focus (Organizational Behavior) that rapidly progresses to the higher social dimensions (group, organizational). The course also attends to Organizational Management with an emphasis on public/nonprofit practice. This course is intended to add to students' knowledge base of management theories and practices, and to develop skills through the application of knowledge to real life. By the end of the course, students will have a better understanding of themselves as managers, other players, and of the socio-technical systems of organizations and management.

Minimum Credits: 3

CED 621 - Project Design in CED

This course is the first in a four-course sequence during which students identify a community issue, design a CED project to address that issue, implement the project, evaluate and document it, and present the finished product. In this course, students identify a community problem or issue, conduct relevant research, analyze the issue in conjunction with colleagues and community stakeholders, and develop a preliminary project design. Computer software competencies include word processing and spreadsheet programs, presentation and graphics programs and online research tools and search engines.

Prerequisite(s): CED 611

Minimum Credits: 3

CED 622 - Project Planning in CED

This is the second in a four-course sequence during which students identify a community issue, design a CED project to address that issue, implement the project, evaluate and document it, and present the finished product. Students in this course refine their project design skills through preparation and presentation of a formal proposal for their project. Students continue to review the literature, particularly to review best practices relevant to the issue being addressed. Each student creates a logic model that details the underlying theory of change and the project's inputs, outputs, and outcomes. Students learn to plan for implementation of the project, including information management, monitoring and evaluation, employing tools such as Gantt charts.

Prerequisite(s): CED 621

Minimum Credits: 3

CED 623 - Project Management in CED

Following CED 622, students implement the projects they have designed, applying the tools learned in prior classes. Regular progress reports and class presentations are required to monitor and track project implementation and management. Emphasis is on the many pitfalls of project implementation and how to analyze and deal with them. Projects implemented by the class are used as case studies and supplemented by relevant readings.

Prerequisite(s): CED 622

Minimum Credits: 3

CED 624 - Project Evaluation in CED

This course, the final one in the Project sequence, focuses on assessment of what did and did not happen throughout the project, and comparison of actual to expected outcomes. Students conduct a project evaluation, and prepare and present a final report that describes the project, its outcomes, methodology and actual activities. The report includes analysis of the project, conclusions, and recommendations for future work and serves as the student's master's thesis.

Prerequisite(s): CED 601, CED 602, CED 611, CED 621, CED 622 and CED 623

Minimum Credits: 3

CED 631 - Housing Policy and Development

This course covers market analysis and housing needs assessments, site selection and control, financial feasibility reports, the selection of a development team, methods of obtaining approval from various government entities, identification of private and public funding and subsidies, and various forms of ownership, including cooperatives and land trusts. Students also learn about the policy framework for affordable housing development, and the legal, institutional, economic, political and environmental factors that shape that framework.

Minimum Credits: 3

CED 632 - Urban Neighborhood Revitalization

This course looks at CED in urban (mostly United States) settings. Following a review of urban geography and changes in cities over time, the course examines strategies of business development, job creation, and neighborhood revitalization that are particularly relevant to cities. Students will gain an understanding of the roles of development partners, methods for fostering stakeholder involvement, and understanding the relationship between critical demographic, socio-economic cultural and capital investment/infrastructure related trends and priorities. Students explore case studies and identify best practices.

Prerequisite(s): ACC 500

Minimum Credits: 3

CED 634 - Financing Community Economic Development

This course looks at how CED projects and organizations are financed, including the traditional and non-traditional and financial institutions involved; the various forms of financing that are possible; the factors involved in choosing the financing for a particular project; and the ways in which the choice of financing may influence a project's outcome.

Prerequisite(s): ACC 500

Minimum Credits: 3

CED 635 - Legal Framework in CED

This course provides an overview of the relationship between law and the community economic development (CED) movement and some of the basic legal issues facing CED practitioners. The course will touch on the historical use and impact of the law, aspects of property and corporations law, and some basic issues of urban planning law. The course will also focus on general tax law issues; economic development policy including the Community Reinvestment Act, credit issues and micro lending; and constitutional issues in community control of benefits. Case studies, in-class exercises and breakout sessions may be used.

Prerequisite(s): CED 601

Minimum Credits: 3

CED 636 - Foundations of Community Action

This course provides a historical and conceptual understanding of Community Action as an approach and framework employed by agencies that serve low-income clients and communities by promoting self-sufficiency. The course equips students with knowledge to relate personalities and agendas of key individuals to the decisions and policies implemented; chart the ebb and flow of government involvement (support) in assisting the poor from pre-Great Depression forward; compare and contrast past methods of assisting the poor historically with methods today and projected methods (to answer the question: What role does political will play in addressing poverty?); explain the role of leadership at the community, Federal and political level and analyze the role of political leadership and its effect on fighting poverty; and track the measurements of poverty (to answer the following questions: How do we measure

poverty historically? Who is defined as "poor"? How should we measure it today and who is for or against the government taking on this role?).

Minimum Credits: 3

CED 641 - Economics

This economics course covers both microeconomics and macroeconomics principles and issues. This introductory course will give students a working understanding of the principles of economics as it applies to individuals, community, and the economy as a whole. The microeconomics topics will touch upon factors of production, consumer behavior, behavior of firms, and the market structure. The macroeconomic topics will familiarize the students with economic performance measures, fiscal and monetary policy, market and government failure, and economic growth.

Minimum Credits: 3

CED 642 - Economics and Development

This course allows students to examine the domestic and international economic problems countries face and to explore community approaches to solving them. A variety of economic development paradigms, ranging from traditional to community-based, are examined. The course will introduce students to the importance of economics as it relates to community economic development (CED) and cover basic concepts in micro and macroeconomics. The economic concepts learned will then be applied to gain an understanding of the development process, as seen through an economic lens. Specifically, students will use their knowledge in economics to better understand domestic and international development issues such as poverty and inequality, population growth, migration, human capital development, rural development and agricultural transformation, environment, and trade.

Minimum Credits: 3

CED 644 - Microenterprise Development

This course looks at the characteristics of the informal sector businesses that crowd the lowest rung of the economic ladder and examines ways of assisting these income-generating activities to the poor. Students study ways to design and manage a financial and technical assistance intermediary to provide credit, management and organization assistance to micro scale economic enterprises.

Minimum Credits: 3

CED 651 - Co-Op Development and Management

A cooperative is a flexible model for creating community-owned institutions. This course covers the start-up of a cooperative, membership issues, legal issues, tax and security issues, cooperative management systems and the educational components of cooperative development. Students review various types of cooperatives, including worker, consumer, credit and housing cooperatives.

Minimum Credits: 3

CED 652 - Community Building and Organizing

Community economic development often requires an understanding of community organizing to successfully involve the community in the development process. This course acquaints participants with different models of community organizing. It also trains participants in specific organizing skills that can be used in their work as CED practitioners, including negotiation techniques.

Minimum Credits: 3

CED 891 - Doctoral Continuation

CED 891 is a required doctoral continuation registration for all doctoral students who have completed comprehensives, and are supervised by a dissertation committee chair. CED891 registration is under the student's dissertation committee chair, who monitors timely progress of dissertation research. Students generally register for doctoral continuation prior to their dissertation defense.

Minimum Credits: 3

CED 894 - Dissertation Proposal

CED 894 is a doctoral dissertation proposal hearing registration the semester that the PhD candidate plans to schedule a hearing to present and defend a dissertation proposal. It acts as a doctoral continuation registration for PhD candidates who are supervised by a Dissertation Committee Chair, working with an approved Dissertation Committee, and ready to present and defend a dissertation proposal. CED 894 is registered under the student's Dissertation Committee Chair in lieu of CED 891.

Prerequisite(s): CED 890A, CED 890B, CED 892 and CED 893

Minimum Credits: 0 (variable credit course)

CED 895 - Doctoral Dissertation

CED 895 is the final required doctoral dissertation defense registration. PhD candidates registering for CED 895 have substantially completed their dissertation research supervised by a Dissertation Committee Chair, and are deemed ready to present and defend their dissertation by their Dissertation Committee. CED 895 is registered under the PhD candidate's Dissertation Committee Chair the semester that the dissertation defense hearing is planned.

Prerequisite(s): CED 890A, CED 890B, CED 892 and CED 893

Minimum Credits: 3

Corporate Social Responsibility

CSR 510 - Strategic Corporate Social Responsibility

Businesses are increasingly integrating corporate social responsibility strategies into every functional domain. Financial, social, ethical and environmental issues are all part of a proactive approach to corporate social responsibility management. This course focuses on strategic CSR, defined as corporate strategy that is integrated with core business objectives and competencies to create positive social change and business value. Students will leave this class armed with a tool set of best strategic practices and the skills to analyze, develop, and make recommendations for implementing strategic CSR in their own companies and industries.

Minimum Credits: 3

CSR 610 - Business Ethics and Culture

Business Ethics and Culture explores the main concepts and theories in the business ethics field and provides students with decision-making frameworks and practical tools. It aims to develop the capacity of students to critically engage with issues of human rights, environmentalism and sustainable development, consumerism, and the role that corporations play in politics, and places these within different philosophical and cultural perspectives.

Minimum Credits: 3

CSR 620 - Corporate Governance and Accountability

A proper governance framework is fundamentally important in enhancing the economic performance not only in individual firms but also in promoting welfare in society. Companies need to be accountable to wider stakeholder interests and within the context of corporate social responsibility. The number of stakeholders involved in governance systems is constantly increasing. Government and other regulatory agencies provide the platform through legislation, and boards of directors, auditors, shareholders, accounting professionals, company secretaries and employees all play their individual roles. The goal of this course is to introduce students to a wide range of accountability issues and governance procedures in the context of social contact.

Minimum Credits: 3

Criminal Justice

CJ 104 - Ethics and the Criminal Justice Leader

This course examines the subject of ethics as it relates to leadership in the criminal justice profession. It provides for an in-depth understanding and application of ethical decision-making processes at all levels of the criminal justice organization.

Prerequisite(s): JUS 101

Minimum Credits: 3

CJ 202 - Writing for the Criminal Justice Profession

This course will prepare the criminal justice student with the skills crucial to the demands of their profession and the criminal justice system along with a capacity for writing with precision, coherence and integrity that are crucial to the demands of the profession and the criminal justice system.

Prerequisite(s): ENG 122

Minimum Credits: 3

CJ 303 - Psychopaths, Sociopaths and Serial Killers

This course is an examination of two antisocial personality disorders and the behavioral traits shared by both. The course will help the student understand the commonalities as well as the unique differences. It will culminate in a thorough examination of infamous serial killers and the disorders attributed to them.

Prerequisite(s): JUS 101

Minimum Credits: 3

CJ 330 - Leadership/Management in Criminal Justice Organizations

This course will cover the vital and progressive information concerning workplace performance in the criminal justice profession. It will entail a discussion and analysis of the traits and characteristics of criminal justice professionals at work, along with analysis and development of performance evaluations, assessment and desired objectives for the practitioner.

Prerequisite(s): JUS 101

Minimum Credits: 3

CJ 331 - Effective Patrol and Community Policing

This course will cover the principles and effective practices of police patrol and operations. It will analyze and discuss the preparation and the expectations of patrol and how to effectively perform all duties and functions. In addition, the course will entail an awareness and understanding of the fundamental aspects and best practices of community policing.

Prerequisite(s): CJ 330

Minimum Credits: 3

CJ 332 - Crisis Intervention for Police

This course will introduce the student to crisis theory, concepts, intervention and strategies required for the first responder. The student will learn how to be personally effective, recognize threat levels, active listening, conduct effective mediation and negotiation for application to situations such suicidal persons, hostage taking and barricaded subjects to cite but a few.

Prerequisite(s): CJ 330

Minimum Credits: 3

CJ 400 - Crime Analysis and Effective Police Service

This course provides the student with the assets and tools of progressive crime analysis techniques and the intrinsic relation to the delivery of effective police services. Theory, data collection methods and basic use of statistics will be introduced and applied to various goals of policing.

Prerequisite(s): CJ 202, CJ 330, JUS 101 and JUS 224

Minimum Credits: 3

CJ 401 - Emergency and Disaster Management

This course will cover the issues related to crisis and disaster management including history of the topic, integrated emergency management and the methods honed since the 9-11 attacks. The course will focus on the events ranging from natural disasters to the potential use of weapons of mass destruction and the most effective strategies available.

Prerequisite(s): JUS 101

Minimum Credits: 3

CJ 430 - Terrorist Techniques

This course provides the student with the latest and most effective information pertaining to the strategies, tactics and methods used by terrorists. It will discuss and analyze methods of financing used by terrorists, choice of weaponry, and the criteria used for target selection. In addition, the course will cover the most up-to-date and progressive responses to acts of terror as well as preventive measures used by the military and criminal justice professionals.

Prerequisite(s): JUS 101

Minimum Credits: 3

CJ 467 - Threat Assessment Fundamentals

This course will introduce the student to the basic aspects of attack prevention, identification and assessment of various threats, intelligence- gathering, protection management and counterterrorism techniques used by the military and criminal justice professionals.

Prerequisite(s): CJ 430

Minimum Credits: 3

CJ 468 - Intelligence, Surveillance, and Reconnaissance

This course covers the processes involved in culling data as it relates to intelligence gathering and the methods of analysis. Students are introduced to the various techniques of analysis, evaluation of sources, and testing the validity of terrorism-related intelligence. In addition, the course will cover the tactics of surveillance, intelligence gathering, and the methods used to thwart illegal activities.

Prerequisite(s): CJ 430

Minimum Credits: 3

CJ 469 - Counterterrorism Techniques

This course will introduce the student to the most effective strategies, techniques and tactics used to combat terrorism. In addition, the course will cover the organization of counterterrorist organizations, task forces and operational entities, the tools of the trade, along with analysis of counterterrorism policies.

Prerequisite(s): CJ 430

Minimum Credits: 3

CJ 480 - Criminal Justice Capstone

This capstone course is the culmination of the criminal justice student's academic experience. It serves to synthesize the knowledge gained from prior courses within the criminal justice curriculum and will prepare the student for graduate studies and for direct application to criminal justice careers. The student will prepare a criminal justice research project for an agency of their choosing and with the approval of the instructor. Students will have completed 111 credits.

Minimum Credits: 3

Economics

ECO 201 - Microeconomics

This course examines the role of economic systems in allocating scarce resources to satisfy the needs and wants of individual members of a society. After a brief exposure to alternative economic systems, the focus becomes the nature and performance of American capitalism. Primary emphasis is placed upon the development of models that explain the behavior of consumers, producers and resource suppliers in various market structures.

Prerequisite(s): MAT 130, MAT 140, MAT 210, MAT 240 or MAT 106 and MAT 206

Minimum Credits: 3

ESBS IAME EGED

ECO 202 - Macroeconomics

This course explores the manner in which the overall levels of output, income, employment and prices are determined in a capitalist economy. The focus is on the forces that act to shape these factors and determine their fluctuations. The role of government fiscal and monetary policy in influencing the level of economic activity is also a major area of study. The impact of international transactions on the domestic economy also is discussed.

Prerequisite(s): MAT 130, MAT 140, MAT 210, MAT 240 or MAT 106 and MAT 206

Minimum Credits: 3

ESBS EGED

ECO 301 - Managerial Economics

This course applies economic theory and quantitative techniques to solving business decision problems. The principal economic framework is that of microeconomics and covers such topics as demand, production, cost and market structures. Regression and linear programming are the main quantitative tools developed in the course. Computer applications are a required part of the course.

Prerequisite(s): ECO 201, ECO 202 and ACC 102, ACC 214 or ACC 202 and MAT 18, MAT 220, MAT 250 or MAT 240

Minimum Credits: 3

ECO 306 - Money and Banking

This course covers three broad areas. The first is the banking industry's regulations and internal operations. The second area focuses on the banking industry's role in the national economy, including monetary policy and its macroeconomic effect on prices, employment and growth. International banking is the third area covered and includes an overview of institutional arrangements and the effects of international banking on the world economy. Writing intensive course.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

ECO 322 - International Economics

International Economics develops and explores alternative explanations for the determinants of international trade and financial flows. Emphasis is placed on analyzing the cause and effect of such international phenomena as trade patterns, factor mobility, direct and portfolio investment, multinational corporations, balance of payments disequilibria, and government trade and exchange controls. The course highlights the interdependence of nation-states in the world economy and the development of national policies that are designed to alter or control the pattern of international trade and investment. Global marker.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

IGSO IWAP

ECO 327 - Economic Development

Economic explanations for development and underdevelopment are studied in this course. The course focuses on the problems that less-developed countries face and on alternative approaches to addressing these problems. Global marker.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

ECO 330 - Public Finance

This course examines the economic rationale for government provision of goods and services in a market system. Efficiency criteria for evaluating government programs, tax policy and the current U.S. tax structure also are studied.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

ECO 335 - Urban and Regional Economics

This course looks at the causes of urbanization and the growth of regional economies. Problems arising from urbanization, their effects on local economies and the government's role in solving them are explored.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

ECO 345 - History of Economic Thought

This course analyzes the evolution of economic theory. Schools of thought covered include mercantilism, classical political economy, Marxist political economy, neo-classical and Keynesian economics and institutionalism. Through this survey, the course seeks to emphasize the historical origins of modern theories and debates.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

ECO 360 - The Rise of Modern Asia

This course describes and explains the emergence of modern nations in Pacific Asia. History, geography and cultural traditions are examined and related to the economic development of Pacific Asia. Global marker.

Prerequisite(s): ECO 201 and ECO 202

Minimum Credits: 3

IGSO

ECO 402 - Intermediate Macroeconometrics

This course develops models of short-to-medium-run fluctuations in overall economic activity as well as long-run models of economic growth of a nation. The former category of models includes the Keynesian, New Classical, and New Keynesian frameworks. Particular emphasis will be placed on the New Keynesian model. Empirical testing of the models using computer software will involve the statistical analysis of macroeconomic data. The primary econometric tools for analyzing this data will be regression and its extensions and modern time series analysis. Long-run models of economic growth including the Solow model and the Romer model will also be examined.

Prerequisite(s): ECO 201, ECO 202 and MAT 240

Minimum Credits: 3

ECO 500 - Managerial Economics

Managerial economics involves applying economic theory and using the tools of decision science to examine how an organization can achieve its objectives most efficiently in the face of constraints. Background preparation: 6 credit hours in mathematics and 3 credit hours in microeconomics, macroeconomics and statistics or equivalent.

Prerequisite(s): QSO 510, MBA 501 and MBA 502

Minimum Credits: 3

ECO 505 - Introduction to Graduate Economics

This course serves as an introduction to economics at the graduate level. Exploration of the major schools of thought in economics as well as a historical approach to economics will introduce students to graduate level studies in economics. The historical review of economic theory will provide the basis for economic research. The course will explore economic agents and their interaction with the markets. An interdisciplinary approach will be used for this course in order to show the effects of economic thought and analysis through different areas.

Minimum Credits: 3

ECO 510 - Mathematics and Statistics for Economics

This course will explore the more advanced areas of statistics and math, with a focus on economics and the methods that are mostly used in the applied economics field. The course will build on the mathematics and statistics

background that the students have explored in previous courses. Advance regressions methods will be used, and a number of tools will be used for calculation. This course prepares the students in the Applied Economics degree for the advanced courses in econometrics.

Prerequisite(s): MBA 501 and MBA 502

Minimum Credits: 3

ECO 520 - Microeconomics Theory and Analysis

This course serves as a graduate-level introduction to advanced microeconomic theories and the application of these theories. The course will look at irrational versus rational decision making, market structure, market failure, resource markets, and other microeconomic principles. Modern theory of consumer behavior and theory of the firm will be discussed, along with optimization models for achieving and analyzing productive, allocative, and distributive efficiency.

Prerequisite(s): ECO 510

Minimum Credits: 3

ECO 530 - Macroeconomics Theory and Analysis

This course serves as a stepping-stone to economic research. The course will explore the three major schools of thought and will lay the groundwork for macroeconomic research. Through examples of static macroeconomic models and theoretical analysis, students will be introduced to macroeconomic research. The economics of growth will be given particular focus. Economic decision under uncertainty will also be discussed.

Prerequisite(s): ECO 510

Minimum Credits: 3

ECO 540 - Game Theory and Industrial Organization

This course serves as an exploration of game theory and its applications in economic analysis. Various models of static and dynamic games are explored, along with the applications of game theory in negotiations, voting, conflict resolution, and pricing decisions. The course also reviews industrial organization theory, exploring the interaction between the firm and the market, and the linkage between market structure, firm conduct, and economic performance. The ideas of market power and its regulation through government policy, and the firm's price and non-price strategic behaviors will be discussed.

Prerequisite(s): ECO 520

Minimum Credits: 3

ECO 605 - Environmental and Natural Resource Economics

This course serves as an introduction to the natural resource economics area. The course will look at the global aspect of environmental and natural resource economics, and will explore topics like efficient use of resources, allocation of resources, population growth, green economics, global trade effects, global climate change.

Minimum Credits: 3

ECO 610 - Fiscal & Monetary Policies & Practices

Students in this course examine the performance of the national economy and its impact on a firm. Students analyze the formulation and impact of monetary and fiscal policies and their relationships with money and capital markets.

Background preparation: 6 credit hours in economics.

Prerequisite(s): MBA 502 and QSO 510 or equivalent

Minimum Credits: 3

ECO 620 - Applied Econometrics I

This course looks at common econometric models, with a focus on regression models. Through empirical work and analysis, the students will extend their understanding of econometric theory. The course will provide an understanding of the relationship between economic variables that can be used for statistical estimation. The students will learn how to use observational data and how to construct econometric models and methods.

Prerequisite(s): ECO 520

Minimum Credits: 3

ECO 625 - Applied Econometrics II

This course serves as an extension of ECO620, providing an even more in-depth look at econometric theory and analysis. Students will build on the methods and models learned throughout the program and will be introduced to forecasting, nonparametric analysis, maximum likelihood, etc.

Prerequisite(s): ECO 620

Minimum Credits: 3

ECO 675 - Seminar in Environmental and Natural Resource Economics

This course will provide the students with advance econometric tools used in research in environmental and natural resource economics.

Prerequisite(s): ECO 620

Minimum Credits: 3

ECO 700 - Applied Economics Capstone

This capstone course integrates previous coursework and practical experience with a focus on authentic demonstration of competencies outlined by the program. Rather than introducing new concepts, students will synthesize prior learning to design, develop, and execute an analytics project on their chosen subject as a culmination of their studies. The course will be structured around this critical capstone assessment, so that students have the appropriate support and resources required to be successful.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

Education

(All DEV and EDU courses may require students to complete off-campus field experience.)

EDU 200 - Introduction to Education

This course gives students an overview of American education through analysis of its historical and philosophical roots. Contemporary issues in American education are emphasized. Non-education majors may use this course as a social science elective.

Minimum Credits: 3

IAME EGED

EDU 208 - Assessment, Accountability and Teaching in the Classroom

This basic course for classroom teachers explores various techniques necessary for designing and implementing authentic measures to assess successful student learning.

Prerequisite(s): MUE 261, EDU 270, EDU 271 or EDU 220

Minimum Credits: 3

EDU 235 - Learning with Technology

This course develops students' knowledge and skill with technology with the ultimate aim of using technology to enhance student learning and achievement. This course also introduces students to learning target (standards/outcomes) and a general model of curriculum development, implementation and assessment. Offered every fall and spring.

Minimum Credits: 3

EDU 245 - Lit for Children and Young Adolescents

This course offers an interpretive and critical study of literature that is appropriate for children from preschool through the eighth grade. The course will focus on the various literary genres, elements of fiction, authors and illustrators.

Minimum Credits: 3

EDU 250 - Examining Science Content

This course is designed for future educators who want to further understand the adult content knowledge that is the foundation of the science content and skills they will teach in the K-8 classroom. Emphasis will be on disciplinary core ideas, crosscutting concepts, and content resources. The issue of preparing for national testing in the science will also be addressed.

Minimum Credits: 3

EDU 266 - Exploring Social Studies Content

This course is designed for future educators who want to further understand the social studies content and skills they will teach. Emphasis will be on the social studies themes, concepts, and core curriculum in the K-8 classroom. The issue of preparing for national testing in the social studies will also be addressed.

Minimum Credits: 3

EDU 270 - Foundations of Teaching and Learning

This course will introduce students to classroom structures that support differentiated instruction and other research-based approaches for effective teaching. Topics include lesson planning and reflection, state standards and grade level expectations, small group and whole group instruction, and assessment tools and strategies.

Prerequisite(s): EDU 200

Minimum Credits: 3

EDU 324 - The Inclusive Classroom

This course examines teaching strategies and techniques for early childhood, elementary education, middle school, and high school. Students will conduct in-depth study of behavior theory and practical application in the classroom environment. Students will learn to promote learning environments where students can set goals and accept responsibility for their own learning. Modification and accommodations will be researched at each level discussing the best approaches depending upon the age of the child. Alignment with the regular education curriculum includes a

review of the Grade Level Expectations and the Grade Span Expectations and Common Core Standards. Students will leave this class with a good understanding of the progression and development of students with disabilities K-12 personally, socially physically, and academically. TCP acceptance is required.

Prerequisite(s): SPED 260 or SPED 210

Must be enrolled in the Teacher Certification program

Minimum Credits: 3

EDU 330 - Mathematics Instruction/Young Children

This course covers the mathematical development of young children from birth to age eight as well as scientifically valid strategies for facilitating development in various areas, including, but not limited to: mathematical terminology, symbols, and representations; number properties and number; standard arithmetical operations; number operations and computational techniques; patterns, relations, and functions; type and properties of geometric figures; basic geometric concepts; relationship between standard algorithms and fundamental concepts of algebra and geometry; measurement instruments, units, and procedures for problems involving length, area, angles, volume, mass and temperature; collection organization, and analysis of data; and the application of mathematical reasoning to analyze and solve problems. This course covers both normative and non-normative development of mathematical skills. This course aligns with national and state standards and with NECAP. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification program

Minimum Credits: 3

EDU 335 - Methods of Teaching Elementary Mathematics

This course is a study of mathematics taught in grades K-6 and the current methods for teaching this content. Extensive experience with manipulative materials is provided. Field experiences are required. TCP acceptance is required.

Prerequisite(s): MAT 106 and MAT 206

Must be enrolled in the Teacher Certification program

Minimum Credits: 3

EDU 359 - Writing/Literature/Elem

This course focuses on the relationship between literature written for children and young adolescents, and the development of competence in writing, speaking, and listening. The course provides a thorough overview of multiple genres of literature for children and young adolescents. The course examines principles of literacy learning in children and introduces theories, practices, and materials for teaching writing in elementary grades. Many ways to teach writing are included such as writing development, research on writing, curriculum development, methods of teaching writing, models for responding to and evaluating student writing, and classroom methods for teaching the writing process in elementary classrooms. Strategies for teaching writing, and literature to all children in a multi-cultural setting will be emphasized.

Prerequisite(s): Must be enrolled in the Teacher Certification program

Minimum Credits: 3

EDU 361 - Emerging and Early Literacy: Grades K-4

The course will examine several major theoretical perspectives on literacy development from K through 4th grade. Students will explore and create literacy environments that encourage the development of reading, writing, listening and speaking in the early elementary classroom. Students will also learn a variety of effective strategies for the instruction and assessment of reading and writing in the early elementary classroom. Differentiating instruction to meet the needs of students from diverse backgrounds and with special needs will be integrated into the course content. TCP acceptance and junior standing or permission of instructor.

Prerequisite(s): EDU 200 Junior prereg status
Minimum Credits: 3

EDU 362 - Literacy in the Content Areas: 4-8

In this course, students study effective practices that support the development of reading comprehension and writing strategies for accessing information across content area subjects in grades 4-8. The course focuses on the strategies that enable students read and write about non-fiction. Students will also examine ways to address the particular needs of students with diverse language, cultural and learning requirements using the applications of strategic reading and writing. TCP acceptance is required.

Prerequisite(s): EDU 361
Must be enrolled in the Teacher Certification program
Minimum Credits: 3

EDU 363 - Literacy Facilitation for all Learners

This course focuses on the attributes of struggling readers and writers, on diagnosing difficulties and developing literacy intervention plans. Students do a case study by performing a literacy diagnosis of one struggling student, developing an intervention plan and beginning its implementation. TCP acceptance is required.

Prerequisite(s): EDU 361 and EDU 362
Must be enrolled in the Teacher Certification program
Minimum Credits: 3

EDU 370 - Science for Early Learners

This course applies developmental theory to the construction of curriculum and explores methods for teaching health and science. Students focus on preparing developmentally appropriate experiences that promote investigation, problem solving, and exploration. Methods of instruction and assessment are practiced. Attention will be given to designing constructivist lesson and unit plans that align with science literacy standards. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification Program
Minimum Credits: 3

EDU 419 - Integrating Social Studies/Arts in Elementary Schools

This course will explore developmentally appropriate strategies for incorporating movement, music, drama, and the visual arts with the content, processes and attitudes of social studies. Curriculum content, materials, instructional strategies, and organizational techniques for integrating social studies and fine arts in early childhood and elementary grades will be addressed. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification program
Minimum Credits: 3

EDU 440 - Differentiating Instruction

This course will examine processes for differentiating instruction to maximize learning by creating different learning experiences in response to students' varied needs. Special Education, English Learners, and cultural and linguistic diversity will be covered. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification program
Minimum Credits: 3

EDU 480 - Independent Study

This course allows the student to investigate any education subject not incorporated into the curriculum.

Minimum Credits: 3

EDU 490 - Student Teaching and Seminar

All teacher education majors seeking certification will participate in 16 weeks of full-time practice teaching at nearby schools. During the 16 weeks, the student teacher receives close and continuous supervision and guidance from teaching personnel at the school and by a member of the Southern New Hampshire University faculty. This course also includes seminars at the university. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification program

Minimum Credits: 12

EDU 501 - Methods of Teaching Reading

This course is an overview of reading and writing processes. The course addresses current trends for teaching literacy including basal programs, whole language, language experience, thematic teaching, literature-based instruction, and technology-based instruction. Students will learn about the components of balanced literacy instruction that includes word attack, word identification, vocabulary development, fluency, comprehension and writing.

Minimum Credits: 3

EDU 503 - Methods of Teaching Elementary Math

This course focuses on the concepts of mathematics that are taught in grades K-6 and the current methods of teaching that content, including experience with manipulative materials. TCP acceptance is required.

Prerequisite(s): Must be enrolled in the Teacher Certification program

Minimum Credits: 3

EDU 506 - Teaching English Learners

In this course students will study the history, pedagogy and techniques for specific ESL/EFL methods and approaches used to teach in culturally diverse classrooms. The course intends to equip mainstream classroom teachers with background, introduction and understanding necessary to teach EL students. The course will include clarification of issues such as the differences between bilingual instruction and teaching English Learners in the classroom. The course will enable teachers to learn how to modify content and scaffold learning for ELs.

Minimum Credits: 3

EDU 511 - Methods of Teaching in Secondary Schools

This course teaches students how to develop effective strategies and lesson plans for delivering content knowledge consistent with standards based learning. Using each student's primary content area as the context, this course investigates developmentally appropriate teaching and classroom management for adolescent learners. Strategies and delivery methods include constructivism, differentiation, peer group learning, cross-curricular lesson planning and writing across the curriculum.

Minimum Credits: 3

EDU 520 - The Educator Researcher

This course provides an introduction to methods of educational research. These methods encourage educators to be action researchers in their own classrooms, school districts, and/or communities to improve teaching and learning practice. Students will become familiar with purposeful quantitative and qualitative research designs to develop an increased understanding of the issues, both theoretical and practical, arising through the research process. An emphasis will be placed on understanding, interpreting, and critiquing educational research and developing research proposals.

Minimum Credits: 3

EDU 521 - Exploring the Principles of Education

This course offers practice in identifying and developing basic beliefs and values while assessing contemporary philosophies. It includes a study of the history and current issues of education in America.

Minimum Credits: 3

EDU 533 - Learning through Technology

In this course, students will develop the knowledge and skills to use technology to enhance student learning and achievement. This course also introduces students to learning targets (standards/outcomes) and a general model of curriculum development, implementation and assessment.

Minimum Credits: 3

EDU 535 - Early Childhood Health and Science

This course applies developmental theory to the teaching of science literacy in the early grades. Students will focus on preparing developmentally appropriate experiences that promote investigation, problem solving, and exploration. Methods of instruction and assessment are practiced. Attention will be given to designing constructivist lesson and unit plans that align with science literacy standards.

Minimum Credits: 3

EDU 537 - Social Studies/Arts for Young Children

This course will explore the concepts, methods, techniques, and material necessary to effectively teach social studies and fine arts in early childhood. Using national and state standards and frameworks, students will develop learning experiences that meet curriculum objectives in both social studies and the fine arts. Strategies for integrating social studies and fine arts across all curriculum areas will be addressed.

Minimum Credits: 3

EDU 543 - Learning Theories and Instruction

This course studies the role of contemporary learning theories and their application to educational practice, including issues of readiness, motivation, problem solving, and the social context of learning. Students will understand how to apply scientifically based instructional strategies to promote learning.

Minimum Credits: 3

EDU 547 - Curriculum Development

This course is a comprehensive, practical basis for preparing school administrators and teachers to be knowledgeable, creative and effective curriculum designers. Readings will provide students information about the importance and relevance of good curriculum design. The primary focus of the course will be on the study and use of

UBD (Understanding by Design). Students will develop a working model of a curriculum unit using the UBD framework.

Minimum Credits: 3

EDU 550 - Educational Assessment

This course builds assessment competency by analyzing recent trends in assessment for evaluating and documenting student performance and progress toward desired outcomes. Students examine the uses of assessment at the individual, class and school levels; including New England Common Assessment Data. Students will select and design assessments suitable for instructional decisions that support planning developing curriculum, and making recommendations for instructional improvement. Students will interpret and communicate the results of both externally produced and teacher-produced assessment for a variety of audiences. Students will describe valid grading procedures and discuss ethical issues linked to assessment methods and uses of assessment information.

Minimum Credits: 3

EDU 552 - Assessment for and of Learning

This course is an introduction to assessment for teaching and learning content in grades K-12. Topics include the types, benefits, and uses of formal and informal assessment. Ethical issues of assessment and grading will be discussed. Students will create assessments aligned with standards-based content.

Minimum Credits: 3

EDU 555 - Student Centered Curriculum/Instruction

The course will emphasize the teacher's critical role as a designer of student learning and will address how a curriculum built on the goal of student understanding using differentiated instruction can provide teachers with more specific teaching targets. The focus of this course is on the connections between Understanding by Design (UBD) and Differentiated Instruction (DI) as well as the use of standards of Universal Design for Learning (UDL) in the planning and delivery of curriculum for all types of learners.

Prerequisite(s): EDU 547

Minimum Credits: 3

EDU 560 - Methods of Teaching English in Middle and High Schools

This course prepares students to teach English in grades 5 through 12. Students will develop and deliver lessons, find and use education-media, design essay questions, writing prompts, and other appropriate assessments, and choose reading materials appropriate to individual student abilities. Topics include current practices, technology resources, strategies for teaching reading and writing, vocabulary and language building, young adult literature, television and film, questioning, testing and grading, classroom management, and professionalism.

Prerequisite(s): EDU 511, EDU 521 and EDU 533

Minimum Credits: 3

EDU 565 - Methods of Teaching Social Studies: in Middle/High School

This course helps to prepare students to teach history, geography, economics, civics, and social science areas in grades 5 through 12. A variety of teaching methods prepare students to write lessons and prepare standards-based units that include other disciplines, formative and summative assessments, integrate technology, and to differentiate instruction.

Prerequisite(s): EDU 511, EDU 521 and EDU 533

Minimum Credits: 3

EDU 571 - Student Teaching and Seminar

All teacher education majors seeking certification will participate in 16 weeks of full-time practice teaching at nearby schools. During the 16 weeks, the student teacher receives close and continuous supervision and guidance from teaching personnel at the school and by a member of the Southern New Hampshire University faculty. This course also includes a weekly seminar at the University.

Prerequisite(s): Must be enrolled in the Teacher Certification program

Minimum Credits: 6

EDU 582 - Educational Factors of Diversity

This course examines a variety of factors that affect academic achievement for today's students from birth through the high school level. Students will examine diversity through the lens of race/ethnicity, language, economics, and academics. Culturally responsive teaching practices, including issues such as gender, ability, class, socio-economic status, sexual orientation, and cultural pluralism will be examined.

Minimum Credits: 3

EDU 610 - Ethics and School Law

The primary goal of this course is for the student to develop awareness of ethical, professional and legal issues pertinent to educational settings. These issues include, ethical decision making processes, legal mandates related to education and special education, professional relationships, confidentiality, supervision, conflict of interest, boundaries and diversity. Additionally, we will discuss obstacles that relate to the provision of educational services in the school and with children and their parents in general.

Minimum Credits: 3

EDU 640 - Integrating Digital Technology I K-12

This course involves the study of the use of technology in elementary and secondary classrooms. Students learn strategies for effective integration of technology into the curriculum. This includes learning such things as how to promote and demonstrate effective use of digital and Web 2.0 tools, how to manage the digital portfolio process, how to utilize assistive technologies. Federal and state legislation will be reviewed including New Hampshire Department of Education Information and Communication Technologies (ICT) program and the National Education Technology Standards (NETS) for teachers and students.

Minimum Credits: 3

EDU 641 - Integrating Digital Technology II K-12

This course is the second part of the study of the use of technology in the secondary and postsecondary classroom. Students learn how to plan, implement and support effective integration of technology into the curriculum. Students learn instructional leadership and how to participate in developing policies, procedures, and budgets that support technology integration. Federal and state legislation will be reviewed including New Hampshire Department of Education Information and Communication Technologies (ICT) program and the National Education Technology Standards (NETS) for administrators.

Minimum Credits: 3

EDU 642 - Integration Specialist Toolbox

Students study state-of-the-art digital integration technology tools, resources and methodologies for the K-12 classroom. This course develops the technical competencies and skills needed to collaborate with content area

teachers. Topics range from digital resources and system network administration to end use applications.
Minimum Credits: 3

EDU 650 - Work-Based Learning

Students investigate and discuss current issues in business and vocational education. Topics include the effective employment of youth organizations in a program and the efficient operation of a cooperative work experience program. Class members apply the principles discussed in the course by helping to administer the New Hampshire State DECA Career Development Conference.
Minimum Credits: 3

EDU 685 - Global Educational Technology

This course is intended to provide educators with a global perspective of technology integration in elementary and secondary classrooms. Students explore the meaning of global digital citizenship and new media literacy. The course concentrates on understanding cross-cultural awareness, political and economic differences in countries outside of the United States. Students evaluate, adapt and reflect on emerging tools and global trends.
Minimum Credits: 3

EDU 699 - Advanced Field Experience

This course provides an opportunity for the student to put theory into practice. Through a variety of experiences in public schools, the student is given opportunities to practice the theories studied through prior coursework and to build on prior learning experiences. Additional learning outcomes are determined collaboratively by the student and the course instructor. This course may be taken for three or six credits.
Minimum Credits: 3
Maximum Credits: 6

EDU 710 - Seminar for School Business Administrators I

This course focuses on the management skills required in the complex environment of school business administration. Students develop the skills that school business administrators need. This serves as a prelude to the field experience in the second semester course.
Minimum Credits: 3

EDU 715 - Seminar for School Business Administrators II

This course focuses on the school law and accounting content needs of the school business administrator. Particular attention is paid to the financial accounting records and procedures that are critical to the performance of the job of business administrator. Background preparation: 6 credits of accounting.
Prerequisite(s): EDU 710
Minimum Credits: 3

EDU 720 - Seminar for School Business Administrators III

This course focuses on the practical application of the skills required for certification as a school business administrator. The major focus of the course is on gaining field experience with a practicing school business administrator. Areas of emphasis include budget development, contract bidding, information processing, human resource management and financial reporting.
Prerequisite(s): HRM 610 or OL 610 and EDU 715
Minimum Credits: 3

EDU 750 - Seminar in Teaching Writing

This course is designed to help educators who work with middle and secondary school students to design and plan programs and courses that promote improved literacy practices, especially improvement of student writing. By investigating and practicing a variety of writing exercises, processes, and approaches to improve their own writing skills, students will create a portfolio of ideas and options for teaching others.

Prerequisite(s): EDU 521

Minimum Credits: 3

EDU 760 - School Facilities and Finance

This course offers a study of the management and operation of a school facility and an understanding of school finance as it relates to the teaching and learning process. Students will learn how to engage school board members in a discussion about how school finance and facility relate to student achievement. Students will examine various tools and methodologies that support the school process and how to connect with community members in the budget building process. This course aims to make students better managers and consumers of financial information rather than budget officers; students will better understand the real-world implications and consequences of their decisions and allocations.

Minimum Credits: 3

EDU 765 - School and Community Relations

This course explores relationships with the broader community to foster learning. Students learn how to engage stakeholders, create and communicate a school vision of learning, develop community collaboration skills, capitalize on the diversity of the school community and use the cultural context of the larger community to develop activities and policies that benefit students and their families. This course makes use of individualized programs of study and experience.

Minimum Credits: 3

EDU 770 - Certification Internship

This is the capstone course for certified teachers seeking an additional certification. Students complete a full-time, competency-based internship at a site appropriate to the area of certification being sought. During this internship, the student is mentored by like-credentialed site personnel as well as by a member of the Southern New Hampshire University faculty. This course also includes a weekly seminar held on campus.

Minimum Credits: 3

EDU 775 - Practicum in Curriculum and Instruction

Students are required to develop and implement two products and/or experiences and document a leadership role in the area of curriculum. Students complete a detailed proposal or plan of study on their goals, product(s), audience, follow-up, etc. for this practicum. The purpose of this practicum is to encourage the teacher as researcher and leader in curriculum development and encourage the integration and application of course work. The practicum is completed during the semester under the supervision of a school district administrator and the student's advisor.

Prerequisite(s): EDU 547

Minimum Credits: 1

Maximum Credits: 3

EDU 780 - School Organizational Leadership

The course explores the dynamics of transformational leadership that looks beyond traditional school environments and welcomes non-traditional thinking. Students will consider themselves "architects" of the teaching and learning environments within their schools wherein there is a culture of continuous improvement. Future school leaders will: explore technology that supports teachers and administrators decision-making; learn how to develop policies and practices that support learning; explore how extended learning time can advantage underachieving students; investigate the benefits and challenges of risk taking and transparency; and look at models of professional learning communities.

Prerequisite(s): EDU 765

Minimum Credits: 3

EDU 790 - Practicum in School Leadership

Students are required to develop and implement two products and/or experiences and document a leadership role in the area of administration. Students complete a detailed proposal or plan of study on their goals, product(s), audience, follow-up, etc. for this practicum. The purpose of this practicum is to encourage the educator as researcher and leader in school administration and to encourage the integration and application of course work. The practicum is completed during the semester under the supervision of a certified school district administrator and the student's advisor. This course is the capstone of Educational Leadership.

Prerequisite(s): EDU 765

Minimum Credits: 3

English

ENG 099 - Fundamentals of Writing

This course is a basic writing course designed to help students acquire the composition skills they need to succeed in ENG 120. Students will be engaged in preparing essays that respond to written texts, thereby combining reading skills with writing strategies. In addition, ENG 101 provides a systematic introduction to/review of grammar, mechanics and other college-writing conventions. One major objective of ENG 099 is to teach students to prepare essays that review and evaluate the ideas and issues found in the writings of others. All ENG 101 students must pass the Basic Competency Examination before being admitted into ENG 120. A common-course grammar/mechanics test is given during the final week of the semester. Classroom instructors confirm placement in ENG 099 during the first two weeks of instruction. Credits awarded for this course are counted in addition to the 120-credit minimum degree requirement. Classes are kept intentionally small, typically 15 students per section, to assure maximum benefit.

Minimum Credits: 3

ENG 121 - College Composition II

ENG 121 is the sequel to ENG 120. This course concentrates on argumentative writing and requires students to prepare a major research report, one that reveals fluency with argumentative strategies and rhetorical conventions. In addition, students are introduced to analytical reading techniques, critical research methods and current documentation procedures. Although other kinds of writing are commonly assigned in ENG 121, argumentation remains the major focus of study. Enrollment is kept intentionally small, typically 15 students per section, to assure maximum benefit.

Prerequisite(s): ENG 120

Minimum Credits: 3

FENG

ENG 122 - English Composition I

English 122 is a college-level writing course that introduces students to the various forms of academic discourse. This course focuses primarily on the basic elements of college composition and writing as a process in both narrative and analytical forms. Students will investigate the importance and promise of effective written communication in various personal and professional contexts and identify effective strategies through critical analysis of written works as well as their own writing. Finally, this course prepares students for more advanced research analysis by connecting students to important avenues of research.

Minimum Credits: 3

FENG

ENG 123 - English Composition II

English 123 focuses students on the importance of research to advancing knowledge for various purposes. This course will build on the foundations of composition and introduce students to the research process and the analysis and evaluation of various sources. Students will investigate the writing process for research as well as appropriate research methods and skills. Additionally, this course offers multiple opportunities to engage in the important tasks of revision and editing and will ask students to incorporate feedback to improve their writing.

Prerequisite(s): ENG 122

Minimum Credits: 3

FENG

ENG 220 - Business Communication

This course is a practical introduction to the preparation of business correspondence, employment applications and resumes and formal research reports. Written communication skills are emphasized.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

EGED

ENG 226 - Introduction to Creative Writing

An introductory creative writing course designed to acquaint students with the craft of creating writing and the skills that will be required in subsequent creative writing workshops. Students will explore such craft issues as point of view, voice, characterization, dialogue, setting, conflict, rhythm, imagery, poetic structure, and dramatic scene development. Students will be expected to submit a number of writing exercises, including stories and poems. Student will also be expected to read and comment on their peers' writing with thoughtful and constructive criticism, as well as read and discuss published work.

Minimum Credits: 3

ENG 323 - Intro to Screenwriting Workshop

This is the first of three courses in screenwriting. This is a roundtable forum in which students will write short screenplays. Members of the class will read and respond to screenplays produced by other artists, write their own screenplays and take turns presenting them to their class for comment and feedback.

Minimum Credits: 3

ENG 327 - Play Writing Workshop

This course is a roundtable forum in which 10 to 15 students will write stage plays of various lengths using traditional and experimental methods and forms. Members of the class will produce at intervals to be established by the

instructor and will take turns presenting their works to the group for comment and discussion. The class will produce some student plays during the term. May not be used as a literature elective. Not available every semester. Writing Intensive Course.

Prerequisite(s): ENG 120

Minimum Credits: 3

ENG 328 - Poetry Writing Workshop

This course is a roundtable forum in which 10 to 15 students will write short or long poems using traditional and experimental forms. Members of the class will produce on a weekly basis and take turns presenting their manuscripts to the group for commentary and discussion. May not be used as a literature elective. Not available every semester.

Prerequisite(s): ENG 120

Minimum Credits: 3

ENG 329 - Fiction Writing Workshop

This course is a roundtable forum in which 10 to 15 students will write short or long fiction using the techniques of 19th-century realism as well as modernist and experimental techniques. Members of the class will produce on a weekly basis and take turns presenting their manuscripts to the group for commentary and discussion. May not be used as a literature elective. Not available every semester.

Prerequisite(s): ENG 120

Minimum Credits: 3

ENG 330 - Nonfiction Writing Workshop

This course introduces students to the basic skills and principles of writing creative nonfiction and magazine feature articles. Student-centered workshop critiques and frequent conferences with the instructor are the primary methods used in the course. The course includes significant reading assignments in nonfiction genres.

Prerequisite(s): ENG 120

Minimum Credits: 3

ENG 340 - Context of Writing: Writers/Publishing

ENG 340 is a survey course in contemporary literature designed for students interested in creative writing. Students will be asked to read contemporary American authors such as Jennifer Egan, Lev Grossman, Joan Didion, Ben Lerner, Sheila Heti, James Wood, Curtis Sittenfeld, George Saunders and Karen Russell with special attention to prose style, structure, and the influence of modern and postmodern literary movements. Students will workshop each other's creative writing, informed by the aesthetic strategies they've gleaned from the reading material. Students will also receive an introduction to the culture and history of contemporary American book publishing and literary magazine publishing.

Prerequisite(s): ENG 121 or ENG 200

Minimum Credits: 3

ENG 341 - Intermediate Nonfiction Writing Workshop

This is the second of three courses in creative nonfiction writing. This course extends the students' knowledge and skills in creating their own creative nonfiction and magazine feature articles. Students continue to read and discuss genres of nonfiction prose. During this class members will continue to write and present their work to the group for comment and discussion.

Prerequisite(s): ENG 330

Minimum Credits: 3

ENG 347 - Intermediate Screenwriting Workshop

This is the second of three courses in screenwriting. This course extends the students' knowledge and skills in creating their own screenplays. During this class members will continue to produce screenplays and present their work to the group for comment and discussion.

Prerequisite(s): ENG 323

Minimum Credits: 3

ENG 348 - Intermediate Poetry Writing Workshop

This course is the second step in the creative writing sequence for poetry majors and helps students develop as both poets and critical readers of poetry. Students will substantially explore and practice methods honed by distinguished poets of the past and present, with special attention to poems' endings and beginnings, point of view, word choice, imagery, voice, and meaning. Students will regularly critique their peers' work, and they will use feedback they receive from peers to revise and improve their own writing.

Prerequisite(s): ENG 328

Minimum Credits: 3

ENG 349 - Intermediate Fiction Writing Workshop

This course expands upon the content covered in ENG 329. Students will continue to develop strategies for choosing point of view and creating characters. They will explore the appropriate uses of exposition, learn techniques to control pacing, and reflect upon the importance of word choice. Students will practice writing effective dialogue and evaluate how it differs from everyday conversation. Students will also study methods for conveying a story with brevity and creativity and demonstrate their knowledge by writing 'short short' and 'postcard' stories. In addition, they will study and practice techniques for creating effective story endings. Throughout the course, students will continue to practice their skills in constructive criticism, by reading and evaluating the work of their peers and other writers.

Prerequisite(s): ENG 329

Minimum Credits: 3

ENG 350 - The English Language

This course is an introduction to the following topics in English linguistics: history of English, etymology, vocabulary (morphology), phonology, dictionaries, syntax, semantics, dialects, discourse analysis, and child language acquisition. The course is designed for students who want to learn about the English language as preparation for teaching, or for becoming better writers, or for studying literature. Students will have the opportunity to research, write about, and present on a linguistic topic of individual interest such as the language of advertising or propaganda.

Prerequisite(s): ENG 120 and junior standing or instructor permission

Minimum Credits: 3

EGED

ENG 351 - Advanced Nonfiction Writing Workshop

This course expands upon the skills introduced in the Intermediate Nonfiction. Discussions and student-centered workshop critiques are the primary methods used in the course.

Prerequisite(s): ENG 341

Minimum Credits: 3

ENG 357 - Advanced Screenwriting Workshop

This is the last of three courses in screenwriting. Members of this class will continue to produce screenplays and present their work to the group for comment and discussion. Upon completion of this final workshop, students' will receive extensive hands-on practice and personalized feedback from their instructor and colleagues as they create their own screenplays.

Prerequisite(s): ENG 347

Minimum Credits: 3

ENG 358 - Advanced Poetry Writing Workshop

Students in this course will continue the study of the craft, tradition, and the contemporary state of the art of poetry. They will explore additional poetic forms, including persona poems and confessional, pattern poems and poems as social commentary. They will read, critique, discuss, and write poems, which they will share and 'workshop' with their peers in class. Students will expand their acquaintance with poetry and its aesthetic values; engage with sophisticated literary analysis of poetry; and explore their own writing with special attention to image, form, line, meter, voice, place, and intent.

Prerequisite(s): ENG 348

Minimum Credits: 3

ENG 359 - Advanced Fiction Writing Workshop

Advanced Fiction Writing is designed for Creative Writing majors who have completed Introduction to Fiction Writing (ENG 329) and Intermediate Fiction Writing (ENG 349). Students in this course will engage in more advanced study and practice of reading, writing, and critiquing short fiction. They will focus on craft elements such as plot and story structure, characterization, description, dialogue, point of view style and voice, and, of course, revision.

Prerequisite(s): ENG 349

Minimum Credits: 3

ENG 421 - New Media: Writing and Publishing

This course introduces students to the latest trends in new media writing and publishing. Students will gain insight and practical understanding of how today's digital environment affects their field. This course will focus extensively on writing content for a variety of digital formats and employing media to showcase one's works.

Minimum Credits: 3

ENG 480 - Independent Study

This course allows the student to investigate any English subject not incorporated into the curriculum.

Minimum Credits: 3

ENG 485 - Senior Thesis in Creative Writing

For creative writing majors. Over two semesters, mentored by a Creative Writing faculty member, the student will write a collection of stories or poems, a novella, a play/screenplay or a major portion of a novel. CW faculty will set the deadlines for proposal, outline, revision drafts and finished product. Final evaluation will include at least one other CW faculty member. The final result will be a scholarly essay of 40-60 pages to be presented as an academic paper in a public forum at least three weeks before graduation. Offered as needed.

Prerequisite(s): ENG 431

Minimum Credits: 3

ENG 490 - English Internship

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

ENG 523 - Screenwriting Fundamentals

In this course, writers will learn the essential elements of screenwriting, including plot structure, character, scene, dialogue, and the craft of visual storytelling. Beginning with the mechanics of scripts for television and film and the process of script outline and written synopses ("treatments"), attention is then given to storytelling through script structure with a focus on feature-length film. Existing movie scripts and films will be examined as writers create and build on scenes and dialogue in preparation for the course's final project a short one-act screenplay.

Prerequisite(s): ENG 550

Minimum Credits: 3

ENG 528 - Poetry Fundamentals

This course is designed to deepen writers' understanding and mastery of elements of poetry (including tone of voice; traditional, formal, and "informal" structure; imagery; meter and rhythm; and use of sound and diction) and to introduce major movements in English and American poetry. In addition to producing their own poems, writers will read poetry and also prose about poetry by major poets.

Prerequisite(s): ENG 550

Minimum Credits: 3

ENG 529 - Fiction Fundamentals

This course is designed to deepen writers' understanding and mastery of elements of fiction, including voice, point-of-view, theme, characterization, structure, reflexivity, symbolism, imagery, rhythm, and tone. Writers practice a variety of fiction writing, reading, and workshop skills. They also study major examples of the novel, novella, short story and representative critical texts.

Prerequisite(s): ENG 550

Minimum Credits: 3

ENG 530 - Non-Fiction Fundamentals

In this course, writers study several genres of creative nonfiction, including reportage and memoir, personal essay and biography, travel writing and science writing, literary journalism, and biography. Writers explore and master structure and technique through critical reading of modern and contemporary sources in these subgenres and through writing workshops in which they revise their own work and comment on classmates' writing. In addition to becoming better critical readers, writers begin to develop their own unique writing voices.

Prerequisite(s): ENG 550

Minimum Credits: 3

ENG 531 - Fiction and Film

This course provides students with the opportunity to explore storytelling through two of its most popular mediums: film and literature. Students will examine basic principles of storytelling; point of view, voice, rhythm, character and plot development, theme, symbols and how those principles are represented differently or correspondingly in each form. Students will be expected to use analytical skills to dissect stories and recreate their essence through a number of creative writing exercises. They will also be expected to read their peers' writing and use constructive criticism to provide supportive feedback.

Prerequisite(s): ENG 523, ENG 528, ENG 529 or ENG 530

Minimum Credits: 3

ENG 532 - Studies in Place & Setting

What is place? How does it impact storytelling? In this course, students explore the concept of place as both an internal and external factor that influences writing. Students will examine the importance of the writer's identity, or place, and how it can shape the physical space and characters within a story. Students will be expected to represent elements of voice, tone, atmosphere, point of view, and time through creative writing exercises that emphasize descriptive environments. They will also be expected to read their peers' writing, and use constructive criticism to provide supportive feedback.

Prerequisite(s): ENG 523, ENG 528, ENG 529 or ENG 530

Minimum Credits: 3

ENG 533 - Genres: Fantasy, Sci-Fi, and Other Popular Fiction

What does it take to be a good sci-fi writer? How does a writer become the next Tolkien? Beyond the scope of general genres - fiction, nonfiction, poetry, and screenwriting - there are specific genres to consider at the start of a novel and, in some cases, a career. In popular fiction, these genres tend to cycle through the bestsellers lists. In this course, students select a particular genre to explore in more depth, and apply that genre to their writing throughout the term. While crafting and critiquing these pieces with their peers, they develop their professional identity as authors of their genre, and research and apply methods that will help them market themselves as genre writers.

Prerequisite(s): ENG 523, ENG 528, ENG 529, or ENG 530

Minimum Credits: 3

ENG 540 - Contemporary Writers and Publishing

This is a seminar in the historical and contemporary development of literary cultures. Students will examine the driving influences of the literary market, looking at the history and evolution of the publishing industry, book review, literary organizations, literary awards, such as the Pulitzer Prize, the National Book Award, and others, and how these factors influence literary productions and careers. They will also examine the lives and the works of the most influential contemporary literary writers who have succeeded in the present culture. Additionally, students will prepare for current trends in publishing and learn how to submit their own work for publication.

Minimum Credits: 3

ENG 541 - Non-Fiction Thesis Writing

In this course, writers produce and revise work to include in their theses, continue to offer constructive feedback on class members' writing, and read and discuss major texts of creative nonfiction. Writers also reflect on their creation and revision processes, and begin to draft a preface that not only describes their own craft, influences, and intentions, but also provides an overview of the thesis.

Prerequisite(s): ENG 530

Minimum Credits: 3

ENG 542 - The Editor

Writing a story is only half the battle. What happens when the writer finishes the first draft and any subsequent revisions? When is the work finally ready for someone else's eyes? Should someone be reviewing every step in the process? With expanding opportunities in social media and self-publishing, the role of the editor may be shifting. Whether pursuing traditional publication or new media platforms, writers may be in need of editors now more than ever. In this class, we focus on the relationship between author and editor by placing students in the role of the editor. Students study the different responsibilities of each editor type - from developmental editors and proofreaders to

acquired editors and copyeditors - and where these play a part in the writing and publishing process. Students practically apply the multifaceted role of the editor by evaluating each other's short writing pieces and compiling their feedback as the start of professional portfolio.

Prerequisite(s): ENG 523, ENG 528, ENG 529 or ENG 530

Minimum Credits: 3

ENG 547 - Screenwriting Thesis

This workshop-oriented course is designed for writers who seek to write a feature-length screenplay for their theses. Writers will share script treatments (plot summaries), outlines, and written script pages, and offer constructive feedback on other class members' scripts, as well as watch films, read scripts, and discuss screenplays. Through the writing and revision process, writers will submit final feature-length script treatments, outlines, and the first act of their feature-length screenplay theses.

Prerequisite(s): ENG 523

Minimum Credits: 3

ENG 548 - Poetry Thesis Writing

In this course, writers will produce work to include in their theses and offer constructive feedback on class members' writing. Writers will also read and discuss seminal poems in the English and American traditions. In addition, writers will reflect on their creation and revision processes, and begin to draft a preface that articulates their own poetic and provides an overview of the thesis.

Prerequisite(s): ENG 528

Minimum Credits: 3

ENG 549 - Fiction Thesis Writing

In this course, writers produce work to include in their thesis and offer constructive feedback on class members' writing. They also continue to read and discuss major texts of fiction in the English and American traditions. In addition, writers reflect on their creation and revision processes, and begin to draft a preface that not only describes their own craft, influences, and intentions, but also provides an overview of the thesis.

Prerequisite(s): ENG 529

Minimum Credits: 3

ENG 550 - Graduate Studies in English Language

This course is an introduction to the following topics in English linguistics: history of English, etymology, vocabulary 'morphology', phonology, dictionaries, syntax, semantics, dialects, discourse analysis, and child language acquisition. The course is designed for students who want to learn about the English language as preparation for teaching, or becoming better writers, or for studying literature. Students will have the opportunity to research, write about, and present on a linguistic topic of individual interest, such as the language of advertising or propaganda.

Minimum Credits: 3

ENG 551 - Nonfiction Thesis Writing II

Writers select the work they will include in their theses, continue to revise them, and complete a significant portion with a clear outline for the future of their work. They also offer constructive feedback on class members' writing and complete the preface they began in their previous coursework. In the preface, writers reflect on their craft, articulate their influences, and introduce the thesis.

Prerequisite(s): ENG 541

Minimum Credits: 3

ENG 555 - Composition Theory & Teaching of Writing

Students in this course will study key histories, theories, and technologies on which we ground composition pedagogies. They will research, discuss, and write about how theoretical concepts impact the teaching of writing; they will reflect on, develop, and share their own pedagogical practices.

Minimum Credits: 3

ENG 557 - Screenwriting Thesis Part II

In this course, writers will work on their screenplay theses through rewrites and group feedback, and offer constructive feedback on other class members' scripts. Focus at this stage will be given to examining character development, motivation, and subtext through visual storytelling, and in identifying plot inconsistencies and weaknesses. Writers will complete their feature-length screenplay theses.

Prerequisite(s): ENG 547

Minimum Credits: 3

ENG 558 - Poetry Thesis Completion

In this course, writers will select the work they will include in their theses, continue to revise them, and offer constructive feedback on class members' writing. Writers will complete the preface they began in their previous coursework, in which they will articulate their own poetic choices, identify the major works in the thesis, and explain why they included these works, and why they sequenced them as they did.

Prerequisite(s): ENG 548

Minimum Credits: 3

ENG 559 - Fiction Thesis Completion

In this course, writers select the work they will include in their theses, continue to revise them, and complete a significant portion with a clear outline for the future of their work. They also offer constructive feedback on class members' writing and complete the preface they began in their previous coursework. In the preface, writers reflect on their craft, articulate their influences, and introduce the theses.

Prerequisite(s): ENG 549

Minimum Credits: 3

ENG 670 - Seminar in Writing Instruction

This course is designed to provide writers with an insight into pedagogical approaches to teaching. Students design and plan instruction that promotes improved literacy practices. By investigating and practicing a variety of writing exercises, processes, and approaches to improve writing skills, students will create a portfolio of ideas and options for teaching others.

Minimum Credits: 3

ENG 675 - Online Teaching Experience

This course is designed to provide students with practical, hands-on experience as online classroom facilitators. Through institutional support, each student will be paired with an undergraduate instructor to assist with the daily and weekly responsibilities that come with teaching. Students will learn directly from experienced professionals best practices toward identifying struggling students, fostering motivation and student engagement, determining appropriate feedback for various assignments, and grading towards established rubrics. In addition to their assistance in the undergraduate course, students in ENG 675 will be enrolled in this graduate course where they complete assignments and activities that support a variety of writing exercises, processes, and approaches to improve writing

skills.

Prerequisite(s): ENG 550 and GPA of 3.5 or higher - contact advisor to register

Minimum Credits: 3

ENG 690 - English and Creative Writing Capstone

Students register for this course in their final term, as a culmination of their creative writing work in their chosen genres. They satisfy the requirement by completing a creative thesis, or by submitting a portfolio of their creative writing along with a retrospective evaluative essay.

Prerequisite(s): Completed 30 credits in program

Minimum Credits: 3

English as a Foreign Language

EFL 501 - Language Learning and Acquisition

This course explores contemporary knowledge about foreign language acquisition, including the influences of age, environment and motivation; learning styles, including ELSIE, Barsch Learning Style Inventory and other cognitive and behavioral scales; multiple intelligences; and learner language and inter-language.

Minimum Credits: 3

EFL 502 - Evaluation and Assessment

The first part of this course is an introduction to proficiency, achievement, diagnostic and placement testing. The use of student portfolios in the EFL classroom and self-evaluation and observation techniques, including checklists and anecdotal reports, also are covered.

Minimum Credits: 3

EFL 503 - Descriptive Linguistics of American English

This course covers the American English sound system and American English grammar. Students learn the basics of AE phonetics and phonology; including vowels, consonants, diphthongs, pitch and stress; place and manner of articulation; and the International Phonetic Alphabet (IPA). They also learn the basics of AE morphology and syntax, including the parts of speech, words and their constituents, inflection, sentence types, sentence diagramming, surface and deep structure and transformational process.

Minimum Credits: 3

EFL 504 - Introduction to Curriculum Development, Design and Implementation

Topics include curriculum, syllabus and lesson planning with emphasis on observable performance objectives; lesson stages and principles of effective EFL lesson construction; effective procedures for choosing, editing and managing EFL lesson content; long-term lesson planning; teacher roles in the classroom; and principles and techniques for teaching mixed-proficiency level classes.

Minimum Credits: 3

EFL 505 - Overview of TESOL Methodology

This course emphasizes communicative language teaching. Specific methods and approaches to be explained include grammar translation, audio-lingual method, total physical responses, natural approach, language experience

approach, literature-based approach, phonics, whole language, community language learning, Suggestopedia, Silent Way, cognitive academic language learning, content- and theme-based instruction and computer-assisted language learning.

Minimum Credits: 3

EFL 523 - Listening and Speaking Techniques

This course explains and describes listening and speaking actively and techniques for students with varying proficiency levels and includes teaching simulations by the instructor and participants.

Minimum Credits: 3

EFL 525 - Reading and Writing Techniques

This course explains and describes reading and writing activities and techniques for students with varying proficiency levels and includes teaching simulations by the instructor and participants.

Minimum Credits: 3

EFL 526 - Aspects of Literacy/Multilingual Learner

This course will examine the role of literacy in the public school classroom (K-Adult) for linguistically and culturally diverse students. A careful analysis will be conducted of the reading process as it applies to both young English Language Learners (ELLs) and older ELLs who come to the classroom with varying degrees of literacy. The influences of the first language on reading in the second language classroom will also be examined.

Minimum Credits: 3

EFL 527 - Strategies/Techniques for Teaching Grammar

This course will help students develop a deeper knowledge and understanding of English grammar in order to become more informed teachers. Students will review and discuss different approaches to the teaching of grammar, as well as how to create or adapt specific techniques for a variety of learning situations. The course will include teaching simulations by the instructor and the participants.

Minimum Credits: 3

EFL 530 - Methods of Teaching English through Drama

This innovative new course provides an overview of the use of drama in English education, especially second language acquisition, and provides training in the use of applied drama techniques, process drama, and readers' theatre for language teaching. Students will gain an understanding of appropriate means of integrating drama activities with the goals of language acquisition including use of games, improvisation, work with structuring drama, play-writing, and development, dramatic reading, and training in voice and diction. Students will learn how to integrate educational theatre approaches with curriculum and make them relevant to all ages and levels of language learners.

Minimum Credits: 3

EFL 531 - Pronunciation Techniques

This course begins with a review of the International Phonetic Alphabet (the IPA) and the American English sound system and proceeds to a diagnosis of individual student pronunciation problems. Explanations and descriptions of techniques to improve pronunciation and activities to teach proper formation of consonants, vowels, and diphthongs will be given. Practice with connected speech, word/sentence stress, and intonation patterns will be emphasized through drama related activities. Also included are issues of first language interference and the design and

implementation of lessons and curricula.

Minimum Credits: 3

EFL 536 - Content-Based Instruction

This course explains how to develop theme- and content-based lessons and classes using US cultural topics and adapting and controlling material for various proficiency levels.

Minimum Credits: 3

EFL 537 - Computer-Assisted Language Learning

This course provides a hands-on, collaborative environment in which to learn about and explore the use of computer technology for language learning. As much as possible, participants are encouraged to use various technologies examined in class to develop learning materials relevant to their current or future teaching contexts. Participants are also encouraged to use these technologies to collaborate with and engage other EFL/ESL professionals in learning about the theory, pedagogy, and application of CALL.

Minimum Credits: 3

EFL 540 - Socio-Cultural Context of Language Teaching

Topics include sociolinguistics, regional variation and cultural diversity as they apply to TESL/TEFL. A unit on the history of the English language is also included.

Minimum Credits: 3

EFL 580 - Thesis

Students in the MS-TEFL Program may choose EFL 580: Thesis as an elective course. This research project must be supervised by a full-time faculty member of ILE and must be approved by the Chair of the MS-TEFL Program.

Students may substitute up to six credit hours of thesis in lieu of two elective courses in the MS-TEFL Program.

Thesis may not be taken until the final term of study, except by permission of the MS-TEFL Chair.

Minimum Credits: 3

Maximum Credits: 6

EFL 599 - Supervised Practice Teaching

Participants have the opportunity to teach a wide variety of courses in the Manchester area. Options include teaching children and adults and teaching life skills and academic English, among others. Participants first will meet to design, develop and prepare for lessons.

Minimum Credits: 3

English as a Second Language

ESL 121 - Intro to ESL Listening A

This course is a high beginning level listening course. It introduces both social communicative and academic oral communication skills. The focus is on introducing listening strategies, understanding reduced forms, recognizing idioms and phrasal verbs, and listening for the general topic, main idea and details to aid in overall comprehension.

Minimum Credits: 0.25

ESL 122 - Introduction to ESL Reading A

This course is a high beginning level reading course. It introduces general reading skills. The focus is on the basic principles of phonics and decoding, the reading strategies of finding the main idea and support, scanning and skimming, identifying details to aid in comprehension, using the context to guess new vocabulary, recognizing grammatical functions and forms, and acquiring dictionary skills. A basic vocabulary inventory is also developed.

Minimum Credits: 0.25

ESL 123 - Fundamentals of English Grammar A

This course is a high beginning level grammar course. The focus is on introducing the simple, progressive and perfect verb tenses, noun and pronoun forms, modals, and capitalization and punctuation rules. This course is intended to improve the usage of correct grammar in speaking and supplement ESL 125, Introduction to ESL Writing.

Minimum Credits: 0.25

ESL 124 - Intro to ESL Speaking A

This course is a high beginning level speaking course. It introduces both social communicative and academic oral communication skills. The focus is on pronunciation, stress and intonation patterns, idioms and phrasal verbs, appropriate usage of social exchanges and rejoinders, and sustaining a conversation/discussion on a general topic.

Minimum Credits: 0.25

ESL 125 - Intro to ESL Writing A

This course is a high beginning level writing course. It introduces basic sentence structures, word order, and the basic mechanical rules of capitalization and punctuation. Compound and complex sentences are also mentioned. The organization and development of a paragraph (topic sentence with support) are also introduced.

Minimum Credits: 0.25

ESL 126 - Comparative Cultures I A

This course is a high beginning level culture course. It introduces and explores American culture through selected topics of interest. This analysis helps develop an understanding of American culture and a sense of comfort for newly arrived international students. Cross cultural awareness is emphasized. While all language skills are required for participation in this course, the focus is on reading and speaking skills.

Minimum Credits: 0.25

ESL 131 - Development of ESL Listening A

This course offers extensive conversation and listening practice at the intermediate level through a variety of learning techniques presented within a context of realistic and familiar topics. Students learn to use specific listening attack strategies and are taught to develop an ongoing pattern of predicting, negotiating, and renegotiating. The course not only helps students direct their attention to main ideas while listening, but also how to grasp specific details.

Minimum Credits: 0.25

ESL 132 - Development of ESL Reading A

This course helps the student improve reading ability at the intermediate level by developing practical reading strategies and vocabulary building skills. Some of the strategies include previewing, predicting, skimming, scanning, guessing meaning from context, finding the main idea, recognizing supporting details, and developing reading

fluency. The student will also become familiar with text structure and organization.

Minimum Credits: 0.25

ESL 133 - Fundamentals of English Grammar II A

This course helps student develop written and spoken English grammar skills by participating in formal oral exercises, asking and responding to questions, and writing. The course begins with an overview of the basic verb forms and a review of present and past perfect forms, modals, and forming questions in English. The students are given extensive and varied practice in many areas of English grammar including connecting ideas, comparisons, and gerunds and infinitives. They are introduced to the passive form, adjective clauses, and noun clauses.

Minimum Credits: 0.25

ESL 134 - Development of ESL Speaking A

This course helps the student improve speaking skills at the intermediate level, with the use of audio and video tapes, class discussion, and pair/small group problem solving and interaction. Students ask and answer questions, communicate cultural knowledge, describe people, places, and experiences using correct intonation and stress. They also engage in authentic conversations practicing specific structures in order to improve communicative output.

Minimum Credits: 0.25

ESL 135 - Development of ESL Writing A

Intermediate level writing skills will initially be developed through improved basic sentence structure, specific grammar points, and paragraph foundation. Paragraph organization and cohesion are a main focus as the students learn to develop process writing skills and to become familiar with common methods of organizing ideas. Much of the class will focus on writing short compositions.

Minimum Credits: 0.25

ESL 136 - Comparative Cultures II A

The emphasis of the class is the improvement of basic English communication skills such as listening and speaking while learning about cross-cultural behaviors and interactions. The class work includes information from many cultures so that students can compare their own ideas and traditions with those of other countries. A variety of high-interest topics will enable students to take part in discussions, present short talks, solve problems, and interact with each other.

Minimum Credits: 0.25

ESL 141 - Intro to Academic Listening A

This course is designed to develop listening skills of non-native English speakers by increasing their ability to comprehend spoken American English in a variety of situations. Students will practice listening strategies, note-taking and organizational skills, academic vocabulary building, guessing meaning from context, summarizing main ideas, cooperative speaking activities, and test-taking skills.

Minimum Credits: 0.25

ESL 142 - Intro to Academic Reading A

This course uses topics of interest to English language learners to help improve reading skill. Students are introduced to authentic academic reading in order to develop their vocabulary, their understanding of structure, syntax, and main ideas. Emphasis is placed on excerpting information in order to paraphrase and summarize when writing essays and

term papers.

Minimum Credits: 0.25

ESL 143 - Understanding English Grammar A

This course is specifically designed to improve grammar skills of English language learners through the study of and practice with prescriptive grammar rules. The course begins with a review of verb tenses, passive voice, modals, infinitives, and gerunds, and introduces/improves students' understanding and use of subordination. This course is intended to supplement the writing needs of students in ESL 145, Introduction to Essay Writing.

Minimum Credits: 0.25

ESL 144 - Intro to Oral Communication A

This course is designed to develop speaking skills of non-native English speakers by increasing their ability to produce intelligible spoken English in a variety of situations both formal and informal. Activities include role-plays, interviews, class discussions, and presentations. Speaking opportunities will be both spontaneous and planned.

Minimum Credits: 0.25

ESL 145 - Intro to Essay Writing A

This course is specifically designed to improve the academic writing skills of English language learners. Students initially review writing complex sentences and paragraphs, including the construction of a solid topic sentence and support sentences. Next, the components of a five-paragraph essay, including the thesis statement, appropriate title, and concluding sentences, are introduced. Students also study and implement the principles of unity and coherence in paragraph and essay construction. The course uses the stages of process writing as students practice and perfect the requirements of the classification, comparison/contrast, cause/effect, and argumentation essay.

Minimum Credits: 0.25

ESL 146 - Comparative Cultures III A

This course is designed to assist international students with the transition from the social/educational systems in their own cultures to the social/educational systems in the United States. Students will practice communication in various settings and for a wide range of purposes while learning about cultural diversity in the United States. Language and study skills are reinforced by readings, discussions, presentations, and written assignments involving current issues and different cultural perspectives.

Minimum Credits: 0.25

ESL 151 - Development of Academic Listening A

This is an ESL advanced academic listening course which integrates the four skills of listening, speaking, reading, and writing with a special focus on listening. This course develops academic skills in discriminative listening through carefully structured practice. Students improve their ability to extract meaning from spoken English sentences. They learn to pay attention to grammatical relationship within the flow of natural spoken English. This course further develops listening and comprehension of lectures, media presentations, and note taking skills. Students also learn to comprehend from detail; develop academic vocabulary and idiomatic expressions; focus and concentrate; listen for the general idea and infer meaning; and listen for specific words, i.e., content or function words. It also focuses on usage of dictionary, giving feedback, and discussing issues raised by a variety of topics. The students learn to present speaking projects such as panel discussions and individual presentations.

Minimum Credits: 0.25

ESL 152 - Development of Academic Reading A

This course addresses the difficulties that pre-university and college ESL students generally experience when reading authentic material for information. As much as possible, real life reading materials are used, and emphasis is placed on context reading and word analysis. Scanning and skimming practice is further developed, as a reading skill. Students learn to retain main ideas and supporting details of extensive college-level readings, such as articles, essays, and short chapters from text books; find specific data; use dictionary for vocabulary development; determine the objective or subjective nature of statements, and determine whether statements of opinion favor or oppose the given proposal or postulate; interpret information from tables, charts, graphs, and diagrams; understand referents; understand literal meanings and ability to identify cultural implications or influence; identify and understand topics; identify who, what, where and time period of text and/or author; research, read on topic, gather information, and make questions in margins of texts; interpret connotative meanings and figurative language in context; identify an author's audience, purpose, bias, viewpoint, and tone in extensive college-level material; and increase reading speed, with acceptable comprehension.

Minimum Credits: 0.25

ESL 153 - Understanding English Grammar II A

This course is specifically designed to improve the grammar skills of advanced English language learners through the study of and practice with prescriptive grammar rules. Rules will be examined by the results of a diagnostic grammar test which is administered the first class of the semester. However, the class typically perfects the student's understanding and use of subordination. In addition, it improves the student's understanding and use of coordinating conjunctions; connectives expressing cause and effect, contrast, and condition; and conditional sentences and wishes. This course is intended to supplement ESL 155, Development of Essay Writing.

Minimum Credits: 0.25

ESL 154 - Development of Oral Communication A

This course focuses on the inclusion of academic and idiomatic vocabulary in team discussions and individual brief presentations to support an argument as well as formal presentations of the projects using technology. Students will learn to demonstrate formal public speaking ability on assigned academic topics; support opinions on an abstract or theoretical controversial topic by using general library or the internet sources and making a factual presentation; gain a general understanding of new vocabulary through strategies of using contextual and lexical clues; use a variety of communicative strategies to compensate for a lack of fluency or vocabulary; organize ideas; express principal points, nuances, and inferences; deliver effective presentations, using well-modulated volume and intonation patterns; participate in discussion; work in teams; utilize academic and appropriate idiomatic language and vocabulary in presentations.

Minimum Credits: 0.25

ESL 155 - Development of Essay Writing A

This course addresses the difficulties that pre-university and college ESL students generally experience in prewriting process and writing in academic English. Students learn to apply process writing; recognize and employ logical patterns and methods of organization; write a thesis statement; differentiate fact from opinion; express a viewpoint on a controversial issue, with the purpose of persuading the reader to agree, by supporting that viewpoint with facts based on cited references; take notes in English from extensive readings and lectures using formal and informal outline forms; acquire integrated research and writing skills for academic purposes. Students also receive instruction in library and online research techniques as well as basic study skills.

Minimum Credits: 0.25

ESL 156 - Comparative Culture Studies A

This course is designed to improve student English language skills, enhance writing and reading skills, and develop oral communication skills. It will help students to become more knowledgeable about American culture and their cultural differences. It will also expand and enrich their cross-cultural communication skills. The students discuss various aspects of cultural experiences in small groups. They learn to observe, describe, interpret, discuss, and then evaluate this information. The students research, read, and evaluate materials in periodicals, literature, films, and art sources using library, and the Internet. The students observe differences and similarities between the cultures and learn how to communicate them in English. The students learn how to organize their materials, deliver oral presentations, and work on individual and team projects using technology.

Minimum Credits: 0.25

ESL 161 - Advanced Academic Listening A

This course continues to develop the academic listening skills needed for undergraduate and graduate coursework. The course uses commentaries from National Public Radio and other authentic sources to help train the students to listen carefully to improve listening comprehension, identify main ideas, supporting information and more discreet details. The course also uses simulated lectures to develop extended listening skills and note-taking abilities.

Minimum Credits: 0.25

ESL 162 - Advanced Academic Reading A

This course prepares advanced English language learners for the rigors of university reading. Students are introduced to authentic readings selected from a variety of current periodicals, journals, books and short stories to help develop analytical reading skills to improve reading comprehension, locate main ideas and supporting details, recognize the author's purpose and meaning, and to separate fact from opinion. The course shows how to recognize content clues to better understand vocabulary, to interpret inferences, and to increase reading speed without sacrificing comprehension.

Minimum Credits: 0.25

ESL 163 - Understanding English Grammar III A

This course is the final course in the series of advanced grammar courses. The intent is to prepare the students for the grammatical forms and discourse usage they will encounter in oral and written university coursework. The focus includes, but is not limited to, active and passive verbs, phrasal verbs, coordination and subordination, participial adjectives, adverb/ adjective/noun clauses, reduction of adverb and adjectives clauses.

Minimum Credits: 0.25

ESL 164 - Advanced Oral Communication A

This course focuses on increasing academic vocabulary, pronunciation, and communication skills necessary to succeed in university coursework. Students are required to discuss academic topics presented in class or from out of class assignments, to ask and answer questions, participate in individual, team and group projects, deliver individual presentations, and complete guided speaking exercises.

Minimum Credits: 0.25

ESL 165 - Essay Writing for Academic Purposes A

This course focuses on the continued development of academic writing skills for international students. It guides the student to plan, organize, and write subjective and objective, coherent and cohesive paragraphs and essays using the most common process writing formats. The course shows students how to take notes from a lecture and

researched material, and to outline, paraphrase, summarize and cite material while avoiding plagiarism.

Minimum Credits: 0.25

ESL 166 - Comparative Cultures V A

This course increases the student's knowledge of American and the other cultures represented in the class. A number of issues and functions where expectation may differ are discussed. All four language skills will be called upon in this course.

Minimum Credits: 0.25

ESL 241 - Intro to Academic Listening II A

This course is designed to further establish the ability of English language students to successfully comprehend what they hear in American university classrooms and on campus, as well as in situations of everyday life. Students will engage in a variety of listening venues. Opportunities include lectures by university professors on many topics, authentic conversations relevant to academic and campus life, and authentic radio broadcasts about issues pertinent to American business interests and personal life. Students practice academic skills, like note-taking and guessing meaning from context, and receive training in decoding informal discourse patterns like reduced forms of words and interjections. Vocabulary and complexity of speech patterns increases as the course progresses.

Minimum Credits: 0.25

ESL 242 - Intro to Academic Reading II A

The emphasis of this course is to help the development of reading fluency and rate flexibility and apply critical thinking skills while reading academic selections and passages. Using a strategy-based approach, the course will review pre-reading and reading techniques such as previewing, skimming, scanning, and attention to main ideas and details. A continuation of learning to paraphrase and summarize is also a focus.

Minimum Credits: 0.25

ESL 243 - Further Understanding English Grammar A

This course helps students further develop their written and spoken English grammar skills by studying the rules of grammar according to form and discourse usage. The course reviews the use of subordination in noun, adjective, and adverb clauses and includes students' life experiences as context for grammar-based communicative approach to learning. Students will engage in free response exercises to aid in the understanding of form, meaning, and usage of the target structures.

Minimum Credits: 0.25

ESL 244 - Introduction to Oral Communication II A

This course builds the capacity of English language students to participate in the discourse in American university classrooms and campuses and in everyday life in the US. Speaking opportunities are aligned with listening opportunities in ESL 241, Introduction to Academic Listening II. They are designed to help students join study groups, interact with professors, make friends, and to successfully converse in all everyday living situations such a shopping, inquiring about a bill, and discussing news, culture, and everyday life. Students practice engaging in everyday conversation, interviewing, discussing issues akin to university life and living in American society, sharing opinions, and formally presenting material through Power Point usage.

Minimum Credits: 0.25

ESL 245 - Introduction to Essay Writing II A

As the course begins, students will review academic writing skills by developing, organizing, composing, and revising a 3-5 paragraph essay. Students receive instruction on using appropriate vocabulary, grammar, and sentence structure following the conventions of standard written English. Using a step-by-step approach and varied practices, students are guided through the academic writing process to produce well-organized and developed essays with clear thesis statements. They learn to express ideas and viewpoints with supportive statements and factual reasoning.

Minimum Credits: 0.25

ESL 246 - Comparative Cultures IV A

This course provides international students in the United States with an overview of American culture and tradition and improves comprehension of nonnative students. The course also allows opportunity for discussion of American cultural norms as compared to other cultures.

Minimum Credits: 0.25

Environmental Studies

ENV 101 - Environmental Science

This course provides an introduction to the scientific aspects of the environmental field. The first part of the course introduces students to the foundations of environmental science, while the second part concentrates on the application of these foundations to real life environmental problems. Therefore, the course not only engages the fundamentals of environmental science but also shows students how science informs sustainability, environmental policies, economics and personal choice.

Minimum Credits: 3

ENV 219 - Environmental Issues

Students in this course examine major environmental problems to make them aware of current and potential environmental issues from the perspectives of society, business, and the individual. Global marker.

Minimum Credits: 3

IETH ESTM EGED IWAP

ENV 250 - Environmental Research Methods

This course provides students with an understanding of how to evaluate, conduct, write and design research. Required for environmental science majors, it introduces the why, when and how quantitative and qualitative methods are used as investigative tools. The course follows the scientific method and focuses on how to search the literature, write a literature review, formulate research questions/hypotheses, and design experiments to test these hypotheses. We will also explore qualitative methods and discuss their use in the field with special attention to conducting interviews, case studies, and focus groups. Students will prepare a research proposal on a topic of interest. Formulation of this project begins early, forms the basis for a final project, and is presented in a mock scientific conference.

Minimum Credits: 3

ENV 305 - Global Climate Change

This interdisciplinary course brings students up to date on what is known and not known about the causes and consequences of global climate change, and about viable response options. Topics include analysis of climate drivers such as greenhouse gas emissions, and land-use changes, and investigation of some climate system responses such as increased storm intensity and increased surface temperature. Students also explore some of the societal and economic impacts of global climate change. By reference to the most recent report of the Intergovernmental Panel on Climate Change, paleoclimate studies, and other authoritative sources, students learn how to separate fact from fiction in the often publicized debate about the dynamics of global climate change and about how we should respond to it.

Prerequisite(s): ENV 101 or SCI 219

Minimum Credits: 3

ENV 319 - US Environmental Law and Politics

How can businesses, governments, and public interest groups achieve environmental sustainability goals in legal and political contexts that were designed with other goals in mind? This interdisciplinary course explores the options in the United States, and provides a comprehensive point of comparison for topics explored in ENV 329 and ENV 349. Students spend about half of the course learning how to spot facts that give rise to compliance issues for businesses and other private parties under a full spectrum of federal environmental laws, and to identify opportunities for achieving broader sustainability goals within the constraints imposed by the law. In the other half, students learn both how to predict environmental law and policy outcomes and how to shape them adaptively in pursuit of sustainability goals in a fragmented system of governance that was designed to privilege special interests and to favor the status quo.

Prerequisite(s): POL 210 and ENV 219 or SCI 219

Minimum Credits: 3

ENV 325 - Industrial Ecology

How can industrialized societies, industrial economic sectors, and industrial firms maintain and enhance productivity without exceeding the capacity of the natural environment to serve as a source of raw materials and to absorb wastes? This interdisciplinary course looks to the field of industrial ecology for answers to these questions. Industrial ecology aims to minimize the environmental costs of industrial activities by applying lessons learned from ecosystems, in which all wastes are consumed as raw materials by other parts of the system. At scales ranging from whole societies to individual firms, students in this course learn how to stretch resources, manage risks, protect human health, and pursue environmental sustainability through strategies for preventing, reducing, reusing, and recycling the wastes that otherwise would be released to the environment as pollution.

Prerequisite(s): ENV 101 or SCI 219

Minimum Credits: 3

ENV 329 - International Environmental Law and Negotiation

How can we resolve environmental disagreements without picking winners and losers or merely agreeing to disagree? This interdisciplinary course explores the most effective strategy for doing so in negotiating agreements of all kinds, using the multilateral agreements that are at the center of international environmental law as illustrative examples. Students spend about half of the course exploring the nature of international law, salient features of the international system, and the content of multilateral environmental agreements of interest to them. In the other half, students first learn the art of win-win negotiation, and then put their skills to work as they assume the roles of member-states of the International Whaling Commission to negotiate the fate of a controversial proposal to end the international ban on commercial whaling.

Prerequisite(s): ENV 349 or both POL 211 and either ENV 219 or SCI 219

Minimum Credits: 3

ENV 344 - Environmental Science Colloquium I

This is an issue and methods based course that will introduce environmental science majors to the tools and technology used in the field. Students will read and discuss primary literature that use these techniques and will participate in hands-on activities. A main focus of the course will be on the use and application of geographic information systems (GIS).

Prerequisite(s): ENV 101

Minimum Credits: 1

ENV 349 - Comparative Environmental Law and Sustainable Development

How effective is environmental law as a strategy for achieving sustainable development? How does its diversity across countries and cultures constrain the ability of businesses, governments, and civil society organizations to achieve environmental sustainability goals in an increasingly globalized world? This interdisciplinary course examines the many legal, political, cultural, and other factors that shape the answer to these questions, using China, India, Russia, and the European Union as illustrative examples. Students explore the implications of these factors not only for businesses, governments, and civil society organizations pursuing sustainability goals within their own countries, but also for their counterparts in other countries to whom the former are linked through bilateral trade relationships and global supply chains. Students spend the last third of the course playing and critiquing their own performance in Stratagem, a computer-assisted simulation game, in which they assume the roles of government ministers in a less developed country and try to chart a course of environmentally sustainable development for that country over a period of sixty years.

Prerequisite(s): POL 210 and ENV 219, ENV 319 or SCI 219. ENV-319 recommended.

Minimum Credits: 3

ENV 444 - Environmental Science Colloquium II

This is an issue-based discussion course aimed to define and explore multifaceted topics in environmental science. Designed like a senior seminar, students are expected to conduct extensive research on varied topics and then communicate their knowledge in both oral and written assignments.

Prerequisite(s): ENV 344 and Senior level standing

Minimum Credits: 1

Fashion Merchandising

FMK 290 - Fashion Merchandising Internship

Students enrolled in this program will complete a minimum of 150 hours internship in the fashion field. The internship must pertain to the way apparel products and apparel accessories are marketed and distributed. It has to be approved by the career development center and the fashion program coordinator. It is strongly suggested that students complete the internship in the summer between their first and second year at Southern New Hampshire University.

Minimum Credits: 3

FMM 101 - Basic Design and Color Theory

This course examines the basic principles of design, including balance, emphasis, proportion and rhythm. The art elements of line, space, texture and color are studied with special emphasis on how they relate to advertising layout and design and visual merchandising. This course is cross-listed with GRA 101.

Minimum Credits: 3

FMM 114 - Introduction to Fashion Merchandising

Fashion principles and procedures used in planning, selecting, pricing and selling fashion goods in retail stores, catalogs and on the Internet are studied. Merchandising systems, assortment plans and inventory control methods are analyzed. A field trip to New York City's market district is a possibility.

Minimum Credits: 3

FMM 204 - Textiles and Color Theory

Textile information pertinent to merchandising is included in this course. Analysis of fibers, yarns and weaves, fabric recognition, and a detailed study of natural and man-made materials are emphasized.

Minimum Credits: 3

FMM 208 - History of Fashion and Costume

Fashion is another term for the costume of a time and place, an expression of a period with all of its passions, politics, attitudes and history. This course considers textiles, silhouettes, shapes, and design adaptations in light of the technological capacities of the time, the geographic environment, social structure, political systems and economic conditions around the globe and over time. Students will gain an understanding of appreciation of how these underpin and influence contemporary fashion design and development.

Minimum Credits: 3

FMM 225 - Merchandise Planning

This course seeks to instill in students a complete understanding of the influence of merchandise planning and purchasing on retail profit. Students analyze profit and loss statement and demonstrate a complete understanding of the factors that influence the retailer's financial performance.

Minimum Credits: 3

FMM 325 - Sustainability in Fashion

The overall objective of this course is to explore the role that sustainability plays in fashion merchandising managers' decision to buy from vendors. It explores production and commercialization decisions with respect to buying green. It exposes students to the influence of social responsibility on fashion retailers' decisions.

Minimum Credits: 3

FMM 340 - Merchandise Management Strategies

Effective merchandise management involves efficient decision making. Ordering, keeping and managing the right merchandise in terms of size and quantity are the key to a retailer's success. Retail merchandise management brings to light the vital relationship between the manufacturer and the retailer. Students explore various strategic techniques that influence profit including vendors-fashion retailers' negotiations over merchandise.

Prerequisite(s): FMM 225

Minimum Credits: 3

FMM 410 - Fashion Research and Forecasting

This course applies the qualitative and quantitative investigations approaches to fashion and fashion accessories. Students will analyze descriptive and inferential statistics to understand consumer taste for current and future trends in fashion.

Prerequisite(s): MAT 240

Minimum Credits: 3

FMM 417 - Global Sourcing and Apparel

This course analyzes global trades in textiles and apparel. The course explains the necessity of export and import in the textiles and apparel industry. Topics include global trades in apparel (the benefits of export and import), trade policies and trade organizations.

Prerequisite(s): FMM 114 and MKT 222

Minimum Credits: 3

FMM 457 - Strategic Fashion Management

Students utilize knowledge accumulated in various courses of the program to design a fashion merchandise strategy for a local fashion and apparel retailers or a strategy for fashion accessory retailers. This course considers both qualitative and quantitative research methodologies to investigate management issues or examine opportunities for fashion retailers.

Prerequisite(s): FMM 204, FMM 208, FMM 325, FMM 340, MKT 228 and MKT 231

Minimum Credits: 3

Fine Arts

FAS 110 - Introductory Drawing

In this course, students are introduced to the fundamentals of drawing from observation and imagination in a variety of media. A series of in-class drawing exercises will introduce the basic visual elements and their application to pictorial composition. Still life, figurative, and abstract drawing projects will afford students multi-faceted experiences in the creation of composition. Class meets 60 hours per term.

Minimum Credits: 3

FAS 201 - Introduction to Humanities I

This course offers vocabulary, understanding and appreciation of the visual arts in their cultural contexts in history, religion, literature, music and ideas. It focuses on the achievements of ancient Greece and Rome, the medieval period and the Renaissance while also exploring related issues in non-European cultures. May be taken independently of FAS 202.

Minimum Credits: 3

EFAH EGED

FAS 202 - Introduction to Humanities II

This course offers vocabulary, understanding and appreciation of the visual arts in their cultural contexts in history, religion, literature, music and ideas. It focuses on the cultural periods of the Baroque, the Enlightenment, Romanticism and Early Modernism while also exploring related issues in non-European cultures. May be taken independently of FAS 201.

Minimum Credits: 3

EFAH EGED

FAS 226 - Digital Photography

Photography as a visual medium is integral to the study of contemporary communication. This course introduces students to the history and practice of producing photographic images. The content of the course is a combination of lecture and the hands-on practice of both the analog and digital methods of photographic image-making. The traditional darkroom is dispensed with, giving over to the computer the role of darkroom, with the student using Adobe Photoshop and other image editors to process traditional film and digital image captures. The student is taught to use both film and non-film digital cameras to capture, process and print a portfolio of several original photographic images. Students have the opportunity to output photo prints on state-of-the-art digital printers and plotters ranging from small to large scale on a variety of art papers. Lectures on pictorial composition, subject matter choice, and methods of presentation display will accompany hands-on technical exercises.

Minimum Credits: 3

EFAH EGED

FAS 260 - History of Architecture

The aim of this course is to stimulate the appreciation of architecture in students who have had little or no exposure to the subject. The course is organized by historical periods, from ancient Egypt through the end of the 20th century. It considers architectural aims, materials, methods, structural principles, major works and styles. It makes connections between individual buildings and the cultural contexts from which they were derived. Field trips are required.

Minimum Credits: 3

EFAH EGED IGCU

FAS 270 - Introduction to Film History

As an overview of film history and aesthetics, this course explores film history from 1895 to the present. Emphasis is on the development of film as a technology, an art form, an industry, and a cultural institution. The class will research and discuss genres, movements, directors, and landmarks in film history. Students will view films, participate in in-class and online discussions of films and readings, attend lectures, and write a collaborative research project. Global marker.

Minimum Credits: 3

EFAH EGED IPOC

FAS 305 - Digital Documentary Photography

This course provides an opportunity for students to explore the art of storytelling through visual means. Utilizing either digital photography or film, students will be expected to produce a body of work that focuses on a particular subject (individual, place, organization) or larger issue. This class will not be assignment driven. Instead, each student will work on one long-term project. To prepare for that, students will begin the term by focusing on a small story that can be captured in about two weeks. The main goal of the term will be the completion of a single project that will be worked on weekly during the course and presented in final form at the end of the term. Each week students will be expected to bring in photographs that will be the building blocks to the story they have chosen to tell. Participating students must be self-starters, interested in documentary photography and curious about how to use photography as a means of expression and persuasion. Projects will need to be approved by the instructor, though there will be a great deal of space for students to tailor their projects to their own interests and creative needs. The class is a hands-on course and success will be measured by students' ability to choose a subject, capture it visually, show material regularly in class and present the project in a final form that reflects the subject explored. Each week we will discuss each student's progress, we will discuss particular images and the overall stories being told. Students will be asked to keep a written diary as well to help track the work they do as they seek out and execute their story ideas.

Minimum Credits: 3

FAS 310 - Illustration

This course builds upon skills and concepts learned in FAS 110 (Introductory Drawing) with the focus shifting to applications of drawing in projects related to the discipline of graphic design. Drawing skills will be applied to such practical applications as storyboarding, text illustration and display, packaging design, web design, video animation and multimedia.

Prerequisite(s): FAS 110

Minimum Credits: 3

FAS 320 - History of Design

This course introduces the major movements in the history of design since the Industrial Revolution, including the Arts & Crafts Movement, Art Nouveau, Art Deco, the Bauhaus, constructivism, and contemporary trends in popular design. Student will be encouraged to apply their learning to practical design exercises.

Minimum Credits: 3

IPOC EFAH EGED

FAS 326 - History of Photography

This course will examine the history of photography from its invention in 1839 to the present time. The course will endeavor to address the technical artistic and social underpinnings of this most modern of art forms.

Minimum Credits: 3

IPOC EFAH EGED

FAS 335 - Romanticism to Impressionism

This course examines European painting of the 19th-century, one of the most abundantly creative periods in all of art history. From grand historical paintings of Napoleon, to intimate Romantic visions, to remarkably fresh, dewy landscapes, to sublime views of industry and urban development, the art of this period rises to the height of both aesthetic achievement and cultural relevance. In addition, to presenting famous artists and works, the course draws forth central themes of the time, including the rise of individualism, industrialization, urbanization, the growing power of the market place, and the flourishing of middle class culture.

Minimum Credits: 3

EFAH EGED

FAS 342 - Modernism

This course will examine the development of painting and sculpture in Europe from the 1880s through 1945 in relation to its social, cultural, and political contexts. An incredibly rich period for the visual arts, the Modernist movement stands alone in its dazzling array of visual styles, its passionate and at times tumultuous involvement with politics and social concerns, and its international scope.

Minimum Credits: 3

EFAH EGED IWAP

FAS 345 - Contemporary Art

This course covers art since 1945, a period of radical experimentation when the very definition of art has been challenged. Painting, sculpture, architecture, photography, and recent developments in video, installation, and multi-media will be examined in relation to major issues in postwar culture, politics, and art criticism.

Minimum Credits: 3

EFAH EGED IPOC

FAS 365 - Arts Management

This course will be an introduction to the fundamental best practices for the management of visual and/or performing arts organizations. The areas that will be covered include but are not limited to: governance, programming, budgeting, marketing and public relations, grant writing and other fund-raising practices; development of financial statements and other issues associated with the founding and on-going management of non-profit arts organizations.

Minimum Credits: 3

EFAH EGED

FAS 370 - American Art

This is a course will introduce students to the unique artistic tradition of the United States from Colonial times to World War II. In addition to studying masterworks by the likes of Copley, Cole, Church, Homer, Sargent, and Hooper, students will engage with issues such as the construction of an American identity, the role of the fine arts in American society, and the tensions of class, gender, race, and ethnicity in American art. As such the course will function as a vibrant retelling of American history as revealed in its visual production.

Minimum Credits: 3

EFAH EGED IAME

FAS 380 - Women, Art and Society

This course explores the nature of gendered representation in the history of art from the Renaissance to the present. While the primary focus will be on the representation of women and the work of women artists, the construction of masculinity in the arts will also be addressed. Art will be examined in relation to its political, social, economic, and religious context to establish the broader implications of these visual documents. The student will gain a broadly inclusive understanding of the Western artist tradition as well as sensitivity to gender issues and the gendered nature of representation.

Minimum Credits: 3

IDIV EFAH EGED

FAS 480 - Independent Study

This course allows the student to investigate any fine arts subject not incorporated into the curriculum.

Minimum Credits: 3

MUS 223 – Appreciation and History of Music

This course introduces students to the scope and history of Western art music, with emphasis on music of the Baroque, Classical, Romantic and Modern periods. It provides vocabulary, concepts and aural skills that allow listeners to hear with greater discernment and appreciation. Topics include composers, styles, instrumentation, form, texture and cultural contexts.

Minimum Credits: 3

IPOC IGCU EFAH EGED

Finance

FIN 250 - Personal Financial Planning

This course provides an overview of personal financial decision-making. The course uses the life-cycle approach and emphasizes financial planning for each phase of life. Topics covered include career planning, budgeting, use of

credit, insurance, investments, retirement planning and income tax planning.

Minimum Credits: 3

IWEL

FIN 260 - Risk Management and Insurance

This course examines the concept of risk, the principles of risk management, private and social insurance mechanisms and the insurance industry. Special attention is given to business and personal risks associated with loss of income, the ownership of property and legal liability. Students are required to prepare and submit a written business and/or personal plan of risk management.

Minimum Credits: 3

FIN 320 - Principles of Finance

This course is designed to survey the corporate finance discipline, examine the financial management of corporations and help students develop the skills needed to make decisions about financing, investments and dividends. Students also will be introduced to money, capital markets and institutions.

Prerequisite(s): ECO 201, MAT 240 and ACC 201

Minimum Credits: 3

FIN 330 - Corporate Finance

This course is a corporate finance elective intended to extend and further develop the long-term investment and financing topics introduced in FIN 320 Principles of Finance. The course addresses issues that face modern corporate managers when making capital budgeting and capital structure decisions, and focuses on applied managerial decision-making. Corporate Finance is designed for students seeking a more thorough understanding of the economic analysis of strategic and tactical investments, the effect financial leverage has on firm value, and the integration of investment and financial corporate strategies. Topics addressed include advanced techniques in capital budgeting, firm valuation, capital structure, firm/division cost of capital, and quantitative risk assessment. Writing intensive course.

Prerequisite(s): FIN 320

Minimum Credits: 3

FIN 336 - Multinational Corporate Finance

This course emphasizes aspects of financial planning for corporations with overseas operations. The sources and uses of corporate funds abroad are evaluated and criteria for choosing among alternative foreign investments are analyzed. The effects of international corporate financial planning, including such factors as the characteristics of foreign money and capital markets, international financial institutions, exchange rate changes, currency restrictions, tax regulations and accounting practices, are examined. Global marker.

Prerequisite(s): FIN 320

Minimum Credits: 3

FIN 340 - Fundamentals of Investments

This course introduces and examines various investment vehicles, including stocks, bonds, mutual funds and commodities. This course emphasizes the decision-making process that underlies all investment decisions.

Prerequisite(s): FIN 320

Minimum Credits: 3

FIN 345 - Student Managed Investment Fund

This course is intended to provide rigorous academic training in money management, portfolio selection, and risk management concepts. This course will also provide students with the opportunity to manage a portion of the SNHU endowment fund. This course will also require students to establish an investment philosophy and investment policy guidelines, preparation of an investment process statement and to understand the administrative aspects of the fund's brokerage account. Students will also be responsible for researching potential stock investments, presenting recommendations to the class for consideration, executing trades, monitoring positions and writing fund reports.

Prerequisite(s): FIN 320

Minimum Credits: 3

FIN 426 - Contemporary Issues in Finance

This course offers an opportunity for students to examine advanced issues in corporate finance. This includes coverage of issues in capital and money markets, including derivative securities. Students will examine in detail these advanced topics in finance, their investment characteristic various valuation approaches and portfolio strategies for using them.

Prerequisite(s): FIN 330 and FIN 340

Minimum Credits: 3

FIN 500 - Financial Management

This course is a study of financial decision- making in a firm, including its relationship to financial markets and institutions. Background preparation: 6 credit hours in economics.

Prerequisite(s): ACC 500, ACC 510 or ACC 550 and MBA 502

Minimum Credits: 3

FIN 610 - Short-Term Financial Management

The course covers traditional working capital topics, including liquidity analysis and management, inventory, and receivables and payables management. Additional emphasis is given to core cash management, payment systems and banking relationships. Other topics include cash forecasting, short-term borrowing and risk management.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 620 - Money and Capital Markets

This course analyzes processes within the U.S. financial system. Students study the nature of its major participants and their objectives and procedures for assessing opportunities and pricing risk. Students also analyze the role of the financial system in the allocation of credit to different sectors, its responsiveness to economic activity and its continuous adaptation to changing needs. Emphasis is placed on the role and functions of the Federal Reserve System.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 630 - Capital Budgeting & Financing

This course first addresses advanced topics in capital investment, including determination of cash flows, capital budgeting under risk, replacement decisions, and inflation and capital decisions. The second half of the course focuses on capital financing and structure and includes topics in financial leverage, financing sources, dividend policy, cost of capital and valuation.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 640 - Investment Analysis & Portfolio Management

Students study the techniques used to assess the value of securities and the methods used in the management of investment portfolios. Stocks and bonds are discussed in terms of valuation, risk- return measurement, diversification and other aspects of portfolio theory.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 645 - Analytical Tools in Portfolio Management

This course is an application-oriented review of the finance theory, techniques and strategies that are essential to portfolio management. Topics include optimization procedure, currency risk hedging, asset allocation and others.

Prerequisite(s): FIN 640

Minimum Credits: 3

FIN 655 - International Investments/Portfolio Management

This course will expose money managers to the complexities of a multicultural, multicurrency environment. In a complex global environment they have to be familiar with foreign cultures, traditions, markets, institutions, instruments, regulations, taxes, and costs. They need to be familiar with the forces of globalization as they affect international investing. This course seeks to impart some of the concepts, techniques, and skills the money manager should be equipped with to operate effectively in complex global environment.

Prerequisite(s): FIN 640

Minimum Credits: 3

FIN 660 - Creating Value: Merger/Acquisition

This course is a corporate finance elective intended to extend and further develop the long- term investment and financing topics introduced in FIN 500 Financial Management. The course focuses on applied managerial decision-making, and is designed for students seeking a more thorough understanding of the economic analysis of mergers and acquisitions and the effect capital structure decisions have on firm value. Topics addressed include advanced techniques in capital budgeting, firm (division) valuation, capital structure, firm (division) cost of capital, and quantitative risk assessment.

Prerequisite(s): FIN 500 and FIN 630

Minimum Credits: 3

FIN 665 - Long-Term Financing & Capital Structure Theory

This course is an application-oriented review of modern capital structure theories and long-term financing approaches. Students learn how to make value-maximizing capital structure and financing decisions as a manager. Students also are introduced to the analysis of capital structure and financial policy in the perspectives of investors, shareholders, debtors and other stakeholders using case method, and their implication on how a firm can maximize its value by making optimal capital structure and financing decisions. Topics include theories of capital structure decision, capital structure determinants, capital structure and cost of capital corporate strategy, sources of financing and financial markets, the financing of mergers and acquisitions and others.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 670 - Option Analysis & Financial Derivatives

Modern option valuation and analysis is applied to equity options and fixed-income derivatives in this course. Applications and related topics include the term structure of interest rates, forward contracts, future contracts, interest rate caps, floors and swaps and convertible bonds.

Prerequisite(s): FIN 500

Minimum Credits: 3

FIN 680 - Personal Financial Planning

This course covers aspects of financial planning including historical development, personal financial statements, household budgeting, income tax planning, insurances, investment tools, retirement planning and estate planning. Emphasis is placed on ethical and responsible completion of fiduciary duties of a financial planner as well as skills and behaviors necessary for a duly beneficial relationship between client and planner. Other topics include current financial events, behavioral finance and international investing.

Minimum Credits: 3

FIN 685 - Risk Management and Insurance

See program chair for course description.

Minimum Credits: 3

FIN 687 - Estate Planning and Tax Factors

See program chair for course description.

Minimum Credits: 3

FIN 690 - Financial Econometrics

This course focuses upon the fundamental statistical tools used in contemporary financial analysis both in academia and in the real world of finance itself. The course will involve both a theoretical development of the techniques as well as empirical applications. The applications will involve computer printouts with an emphasis on the SPSS statistical package and the EViews statistical package. The course will begin with a review and extension for the classical linear regression model, including its development in matrix form. The remainder of the course will then explore modern time-series econometrics, which is especially relevant for finance.

Prerequisite(s): FIN 500 and ECO 500

Minimum Credits: 3

FIN 700 - Seminar in Finance

This is an extensive survey of historic and contemporary finance literature to foster in students an appreciation of the development and current status of finance theory and issues relating to the current financial environment, application and practice. Students will have the opportunity to research topics of interest. This seminar should be taken as one of the final courses in the M.S. program.

Prerequisite(s): FIN 630 or FIN 660 and FIN 640 and FIN 690

Minimum Credits: 3

FIN 710 - Economics/Finance Internship

This course is to enable the School of Business graduate students to gain valuable work experience within the field of Finance and Economics. The objective is to give the students an opportunity for practical application of Finance

and/or Economic business concepts/practices learned in classes and complement the course work taken. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - completing a minimum of 150 hours on the job per 3 credits.

Prerequisite(s): Grad Internship only

Minimum Credits: 3

Game Development

GAM 135[^] - Interactive 3-D Virtual Environments

[^] *Inactive Course* This course introduces students to the underlying concepts in manipulating a three dimensional virtual reality environment. The objects in this environment are both recognizable (dinosaur, tree, airplane) and also proper objects as the term is used in computer science. Students will work individually and in teams animating to specific objectives with a significant deliverable at the end of the course. Implementations of interactive advertising or educational games are potential project areas. Topics include: virtual reality concepts (objects, point of view, lighting), object oriented concepts (properties, methods, events), and animation control concepts (collision detection, decision implementation, iteration, and parallel activities). This course is cross listed with IT 135.

Minimum Credits: 3

ESTM EGED

GAM 207 - Information Technology and Digital Games

Introduction to digital games and information technology covers game genres and platforms, interface design, game implementation, artificial intelligence, business economics of the game industry, game marketing and design, e-collaboration, and e-commerce. Students learn how to use software packages to design and implement digital games and how to use the Internet to market and distribute digital games. The course includes a project which will culminate in the conception, design, and prototype of an original digital game. The course is designed for students who have an interest in IT and games, including original game concepts, design and implementation, and executive leadership in the game industry. Knowledge of computer programming is not required.

Minimum Credits: 3

IIRO ESTM EGED

GAM 211 - Interactive Animation

This course focuses on programming capabilities to enhance graphic animations and user interfaces to provide spectacular interactive results. Those benefiting from this course include students in game development, advertising, marketing, education, web development, art and other fields that can benefit from interactive animated graphics helping to convey concepts. The course is intended for those with no programming experience as well as those with some programming background. The use and creation of animations will be covered at a level of interest to both those new as well as experienced. The results can be displayed by a browser from the internet or as standalone results displayable on a range of operating systems. This is a hands on computer based course in which the students create a number of individual projects based on their interests and capabilities, focusing on creativity and programming aspects of interactive animation. The course utilizes emerging technologies in interactive animation.

Minimum Credits: 3

GAM 303 - Design of Virtual Game Environments

This core topic addresses the fundamental ideas behind the design of electronic games as virtual environments. It touches on relevant formal fields such as systems theory, cybernetics, and game theory. Included are basics of interactive design, including interface design, information design and human-computer interaction. Emphasis is placed on how virtual game environments function to create experiences, including rule design, play mechanics, game balancing, social game interaction and the integration of visual, audio, tactile and textual elements into the total virtual game environment experience. Game documentation and play-testing are also covered.

Prerequisite(s): IT 207 or GAM 207

Minimum Credits: 3

GAM 305 - Digital Game Development

To provide a technically well-founded introduction to game development using programming languages and various gaming editors. On completing this course, the student will have acquired a fundamental understanding of the Windows API, the use of sprites, animation and audio in an integrated game environment. This course is cross-listed with IT 305.

Prerequisite(s): IT 207

Minimum Credits: 3

GAM 430^ - 3-D Modeling and Animation

[^] *Inactive Course* In this course students are introduced to a multitude of techniques in 3-D graphics and animation as they master the many tools of 3-D Studio Max. This hands-on computer course includes modifying primitives (simple, predefined geometry) and modeling new geometry with splines and mesh editing. Topics include creating and applying textures with ray tracing (reflections) and bump maps to 3-D geometry. In addition, students learn how to animate geometry and textures. Virtual lights and cameras will be created by students to increase the realism and style of the created models. Students will learn how to add 3-D animations and images to web pages, videos, and printed documents; students will also learn how to create virtual objects and figures for use in 3-D games.

Prerequisite(s): COM 230

Minimum Credits: 3

GAM 450 - Artificial Intelligence

This course explores contemporary tools and principles of artificial intelligence that focus on Web commerce applications and business intelligence in particular. Topics include mining data for business intelligence and collaborative software agents that utilize resources on the Web to carry out tasks for individuals and organizations. Offered as needed.

Prerequisite(s): GAM 211

Minimum Credits: 3

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GAM 465 - Digital Multimedia Development

This course presents digital multimedia theory and develops skills that meet the design and technical requirements of professionally created multimedia for World Wide Web commercial applications on a variety of platforms and Internet applications. Each student develops a professional portfolio consisting of CD-ROM material. Students also develop working Web sites that display their multimedia projects. Topics include sound, animation, video, interactivity and multimedia distribution. Offered as needed.

Prerequisite(s): IT 375 or GRA 310

Minimum Credits: 3

Geography

GEO 200 - World Geography

This course examines the implications of global location and topography for the people of planet Earth. Students will explore how geography shapes the dynamics of human societies, with an emphasis on the geoenvironmental, geopolitical, and geosocial phenomena that help to define the modern world. Global marker.

Minimum Credits: 3

ESTM IGSO EGED

Graphic Design and Media Arts

GRA 100 - Introduction to Graphic Design Technology

This course serves as groundwork for the basic operations and functionality of industry-standard graphic design software and the potential for artistic expression through this medium. Through a series of hands-on exercises, students will become proficient in the operating functions, work processes, and basic tools available in graphics and photo editing, digital illustration, and desktop publishing programs. The course prioritizes experimentation with these tools, allowing students to enhance their visual creative thinking, problem-solving skills, and design methodology.

Minimum Credits: 3

GRA 101 - Basic Design and Color Theory

This course examines the basic elements and principles of design, including balance, emphasis, proportion and rhythm. Students are introduced to visual designing systems that guide the student through the application of computer graphics tools. The basic visual design elements of line, space, texture and color are creatively explored as students complete a series of projects that relate to advertising layout and design and visual merchandising.

Minimum Credits: 3

GRA 220 - Introduction to Digital Imaging

Using Photoshop and Illustrator software, this course is a Mac-based introduction to professional computer graphics creation and to the software and hardware typically used in the graphic design, video, photography and interactive Web/multimedia industries. Emphasis will be placed on the professional use of image-capturing devices, such as scanners, digital still cameras and video cameras. Image editing and color management systems will be discussed and demonstrated. The important differences between vector and bitmap graphics will be defined, as will the significant differences in preparing images for print, broadcast and Web distribution. Students will be encouraged to experiment with their own and preexisting images using sophisticated digital editing techniques such as layering, channel masking, filtering, cloning and montaging. Students will output their work from inkjet printers and record it on CD, video and film. Special attention will be paid to copyright awareness in the age of digital image.

Prerequisite(s): COM 230

Minimum Credits: 3

GRA 310 - Digital Graphic Design for the Web

This course focuses on digital graphic design theory and its application to web design. Students learn about the technical requirements of professionally created digital web documents. Students will be focused on designing communication and marketing applications for the World Wide Web all the while considering user experience and functionality. Differences in designing for the desktop computer and mobile internet appliances will be a topic for discussion and incorporated in hands-on exercises and projects. Each student will develop several minisites and by

the end of the semester will have produced at least one deployable site. Topics include design strategies, web authoring/editing environments, color calibration and aesthetics, web typography, special HTML tags, jquery frameworks, javascript frameworks, style sheets, template use, graphics format selecting and optimization, and HTML coding and debugging.

Prerequisite(s): GRA 220

Minimum Credits: 3

GRA 340 - Typography

Typography deals with the language of type, the history of typography, typeface and character recognition, legibility, appropriate uses of measure, manuscript specifications and the individual visual dynamics of letterforms. In this class students will learn how to work with type as a stand-alone design element. Students will also learn how to incorporate type successfully with imagery. The assignments will cover a broad range of type applications. Students will primarily focus their efforts towards developing a greater understanding of typographic form through exercises based on the setting of words, phrases, sentences and short paragraphs. Students will first focus on the appropriate setting of spaces in-between the letters that make up words and projects will gradually increase in scope and complexity up to the setting of pages of text with multiple levels of hierarchical meaning.

Prerequisite(s): GRA 220

Minimum Credits: 3

GRA 410 - Advanced Digital Graphic Design for Web

This course engages upper-level design students in current industry standards used in designing content for multimedia and interactive communication. Emphasis is placed on designing for computers, tablets and phones. The course is divided into teaching modules emphasizing the integration of several software packages for design problem solving. Emphasis is placed on conceptualization and the mastery of professional site mapping and wire framing techniques. Exercises and projects provide challenging design problem-solving experience. Project themes involve self-promotion and client-based work. All projects rely on the student's ability to integrate previously mastered techniques in a broad range of software.

Prerequisite(s): GRA 310 or IT 375

Minimum Credits: 3

GRA 420 - Advanced Digital Imaging

This hands-on computer graphics course introduces the student to advanced digital composition concepts and techniques. The emphasis in this course is imaging software integration in the creative process. The student has the opportunity to produce a professional portfolio of digital images to use in design and fine art. Topics such as transparency scanning, channel and layer manipulation, large format printing and proofing, digital camera use, complex montage, type and filter effects are covered in depth. In addition, the important techniques of imaging software integration and file format compatibilities are discussed and applied while preparing images for print, video, Web and CD/DVD distribution. In addition, students will be introduced to assorted projects involving self-promotion and client-based needs. Students will have the opportunity to output images in large digital format in the graphics lab and at area service bureaus for dramatic public presentation. At the conclusion of this course, students will have assembled a portfolio presentation for public viewing.

Prerequisite(s): GRA 220

Minimum Credits: 3

Healthcare Management

HCM 200 - Introduction to Health Information Technology

This course describes the use of information technology and the role of HIT professionals in the development of the electronic health record. It introduces the health information infrastructure and systems along with healthcare informatics including: applications, technology, privacy, and security.

Minimum Credits: 3

HCM 205 - Medical Terminology

This course provides students with the ability to communicate in a professional, effective manner in a variety of healthcare settings. Through a realistic approach, students learn the rules for building and defining medical terms, the correct pronunciation and spelling of medical terms, and the application of medical terminology as it relates to each body system. The course introduces various types of medical records and reports, and provides the skills to read and interpret them. A variety of activities guide the student in the application of medical terminology as it relates to the clinical world.

Minimum Credits: 3

HCM 210 - Health Promotion

Health Promotion is a problem based course designed to give students an overview of health promotion issues, explore selected current topics in health and health policy from a national and global perspective and investigate the consequences these issues have for the health status of individuals, populations and society. This course will provide the theoretical foundation to look at issues to change health behaviors. Healthy People 2020 and the national health agenda will be explored. The concepts of health literacy, consumer advocacy and their impact of health promotion will be explored.

Minimum Credits: 3

HCM 215 - Coding & Classification Systems

The purpose of this course is to provide students with the basic ability to identify nomenclatures and classification systems as well as assign codes using the appropriate principles, guidelines and conventions and apply ICD-9-DN and ICD conventions rules and guidelines.

Minimum Credits: 3

HCM 220 - Healthcare Data Management

This course examines the design and the use of medical databases. Students will learn how to implement business rules and data modeling to develop medical information management systems. The course further explores database applications for decision support including evidence-based practice, alerts, allergy management, and identification of gaps in care. Students will design databases and systems that reflect privacy and security requirements of HIPAA and HITECH Act.

Minimum Credits: 3

HCM 310 - Pathophysiology and Pharmacology Concepts

This combined Pathophysiology and Pharmacology course will examine alterations in the normal physiology of body structures, as well as concepts of pharmacodynamics, biochemistry, and pharmacokinetics across the lifespan. The relationships among evidence and many variables impacting pathophysiology and pharmacology, such as culture,

genetics, religion, gender, lifestyle, economics, and age, will also be explored. Implications related to pathophysiological and pharmacological concepts will be applied to health informatics.

Prerequisite(s): BIO 210

Minimum Credits: 3

HCM 330 - Principles of Epidemiology

This course presents the basic principles of epidemiology with particular emphasis on applications in healthcare management. Topics include specific tools of epidemiology used for purposes of planning, monitoring, and evaluating population health. These include identification of disease, measures of incidence and prevalence, study designs, confidence intervals, p-values, statistical interaction, causal inference, and survival analysis. Methods for managing the health of populations using an understanding of the factors that influence population health are discussed. Strategies that health care organizations and systems can use to control these factors are also considered.

Minimum Credits: 3

HCM 340 - Healthcare Delivery Systems

This course provides an overview of the nature, organization, and function of the continuum of health services found in the United States. Emphasis is placed on the interrelation of cultural, economic, political and social aspects of health care delivery at the federal, state and local level. Topics include health care costs, accessibility of services, governmental influence on health care delivery, private industry role in health care, services for the medically indigent and elderly, ethical issues regarding transplants, reproductive technology, end of life decisions and funding.

Minimum Credits: 3

HCM 345 - Healthcare Reimbursement Systems

This course explores some of the major issues facing health care industry and the effect that public policy and business environment has on a health care organization. Emphasis is on supply and demand theory, reimbursement systems, managed care, DRG prospective payment, insurance, Medicare, Medicaid, governmental regulations, accessibility, eligibility, budgeting and planning. Students learn to use informational and research tools to make effective management decisions.

Minimum Credits: 3

HCM 350 - Communication and Technologies

In this course students will learn to manage health data elements, data sets (i.e. HEDIS, UHDDS, OASIS) and databases as well as perform a data quality assessment and integrity review. Health information archival and retrieval systems, as well as data capture tools and technologies (i.e. forms, data input screens, templates, other health record documentation tools), will be analyzed. Students will review healthcare taxonomies, clinical vocabularies nomenclatures (such as ICD-9-CM, ICD-10-CM/PCS, CPT, SNOWMED-CT, DSM-IV). Topics will include severity of illness systems, data integrity, coding audits, CCI, electronic billing, patient identity management policies, and X12N. Additionally, the course will review charge-master management, revenue cycles, and audit processes (i.e. compliance and reimbursement).

Minimum Credits: 3

HCM 360 - Coding and Classifications Systems II

The Communication and technologies course will review and evaluation an assortment of technologies including: data, information, and file structures (data administration, data definitions, data dictionary, data modeling, data structures, data warehousing, database management systems), system interoperability, data sharing, Health Information Exchanges (HIE), and the Nation-wide Health Information Infrastructure (NHIN).

Prerequisite(s): HCM 215

Minimum Credits: 3

HCM 420 - Ethical Considerations of Healthcare

Students in this course examine the role of health care policy and legal, regulatory, and quality control in ethical decision making in healthcare. Students explore concepts and principles of health care policy, legal control, ethical conduct, and regulatory environments and their application to the health care environment. The impact of health care policy and multicultural, socioeconomic, political, legal, and regulatory factors on health care systems is explored.

Minimum Credits: 3

HCM 430 - Healthcare Quality Management

The goal of this course is to introduce students to the management of operations and explore how healthcare organizations can use advance methods to improve healthcare processes, delivery, and outcomes. Specific focus will be on analyzing cycle times (e.g., patient wait times), measuring productivity, streamlining process flows, tracking outcomes and performance metrics, and generally improving health management processes and health outcomes. The process improvement will be measured by how it can improve quality of care and safety of healthcare delivery, reduce waste, and reduce costs. The role of technology and innovative approaches in improving continuing quality improvement in healthcare delivery will be presented.

Minimum Credits: 3

HCM 445 - Professional Practical Experience

HCM-445 Professional Practical Experience The Professional Practical Experience course provides hands-on experiences for the Bachelor of Science students in Health Information Management. The Professional Practice Experience (PPE) is designed to provide students with a directed preceptor experience, which is supervised and evaluated at professional practice site(s). The PPE provides students with the opportunity to refine developed competencies and skills sets that were introduced in the Health Information Management courses. This course is only available for Professional Practice candidates.

Minimum Credits: 3

HCM 450 - Healthcare Management and Finance

This course focuses on the concepts, principles, tools, finances and strategies used in managing operations within a performance improvement model. Students will explore problem solving and decision making models as well as tools and techniques for planning, organizing, directing, controlling, reporting, and improving the productivity and performance of resources within a Health Information Management Department. Additionally, topics will include healthcare finance (payer mix, investment, bond rating, capitalization), bookkeeping, accounting principles, budgeting processes (capital and operating), and cost/benefits analysis.

Minimum Credits: 3

HCM 480 - Healthcare Management Capstone

The capstone course is the culminating experience for the Bachelor of Science in Health Care Administration. This course builds on the concepts of all courses students have taken within the program of study. The capstone course provides students with the opportunity to integrate and synthesize the knowledge and skills acquired throughout their course work in an original comprehensive project, and to assess their level of mastery of the stated outcomes of their degree program in health care administration.

Minimum Credits: 3

HCM 500 - Healthcare Informatics

Students will learn the history and current state of healthcare and how the industry uses information systems. Throughout the course students will discuss types of information systems, such as the electronic medical record (EMR), laboratory and radiology systems and more. Students will also study trends in new practices, such as telemedicine and home healthcare, and how they function in various healthcare settings. Finally, students will explore how these and other industry trends, with the use of technology, can improve patient care.

Minimum Credits: 3

HCM 525 - Inferential Statistics

This course covers descriptive and inferential statistics needed by practitioners and healthcare administrators for evidence-based decision-making. This course focuses on the understanding and application of basic descriptive and inferential statistics, appropriate interpretation of statistical results, and real-world presentation of data. Particular emphasis is on data processing, data analysis, appropriate use and interpretation of statistical tests, drawing conclusions from data, validity of conclusions, reporting results, discussion of results, and critiquing research.

Minimum Credits: 3

HCM 600 - Social & Organizational Issues in Healthcare

Students will learn the social, ethical and organizational challenges healthcare workers at all levels face with the incorporation of technology into the healthcare setting. Students will study change management strategies, current in the Healthcare Industry, including the impact of introducing or enhancing clinical information systems, while providing quality care, and the effect of these systems on patients and on interdisciplinary teams within the healthcare setting.

Minimum Credits: 3

HRM 630 - Topics in Health Administration

This course focuses on developing organizational processes and structures utilizing the Total Quality Management approach to deliver health services which meet the needs of diverse clientele and a complex environment. Included are topical presentations by health care providers concentrating on the structure and delivery of quality health services.

Minimum Credits: 3

PHE 101 - Foundations of Public Health

This course addresses population-focused healthcare within a global context. The principles and foundations of public health are examined with special attention to the primary, secondary, and tertiary levels of prevention related to health promotion, disease prevention, and risk reduction through six case studies. This course is designed to meet domains 1 and 2 of the ASPH undergraduate curriculum.

Minimum Credits: 3

PHE 321 - Biological Concepts for Public Health

This course explores the major determinants of human disease from an integrated ecological perspective that brings together population-based approaches to the study of infectious disease and genetically determined diseases. Students learn about how infectious diseases are transmitted, risk factors and biological processes for common diseases, and the impact of these and control strategies on public health.

Minimum Credits: 3

PHE 327 - Research and Assessment in Public Health

Students in this class will develop the introductory knowledge and skills to apply assessment instruments, data collection, research designs, and statistical analysis to assess need, assets, and capacity for health education programs. Existing data sets will be introduced that will increase access to information to develop and implement health promotion projects that are fiscally feasible while meeting specific health promotion needs of a targeted population.

Minimum Credits: 3

PHE 423 - Evaluation Methods in Public Health

This course will cover contextual issues surrounding evaluation, evaluation designs and methodological issues, steps involved in conducting an evaluation, communicating the results, and ensuring that evaluation findings are used by intended users.

Minimum Credits: 3

PHE 425 - Program Planning in Public Health

Students will have the opportunity to develop a health promotion program. Students will conduct a needs assessment, developing goals and objectives to meet the appropriate health education strategies grounded in evidence-based practice to use in a health promotion program. Students will also gain the knowledge and skill set to assess the effectiveness of the health promotion program utilizing data collection and statistical analysis.

Minimum Credits: 3

Higher Education

HEA 510 - Philosophy and History of Higher Education

Candidates seeking to become degreed higher education administrators must first understand the historical, philosophical, and social influences that have built America's concept of higher education and articulate their own personal philosophy of higher education. Emphasis will be placed on the reciprocal relationship between higher education models and their socio-historical contexts.

Minimum Credits: 3

HEA 520 - Contemporary Issues in Higher Education

Through the use of contextualized cases representative of the technological, demographic, and intellectual shifts that have influenced higher education's evolving role in the twenty-first century, candidates will examine the issues facing higher education today and link their judgments to historical foundations. Candidates will create alignments between current issues in higher education and how they influence the twenty-first-century student.

Minimum Credits: 3

HEA 530 - Data-Driven Decision-Making in Higher Education

This course will further candidates' ability to methodically apply empirically-based, data-centric approaches to inform institutional decision-making across multiple university sectors. Through contextualized authentic experiences candidates, will analyze evaluate and assess programs using contemporary technologies and develop evidence-based approaches to meet desired outcomes. Candidates' will be required to justify empirically-based process by which they reached their programmatic decisions. Specific modes of inquiry driving this course will be strongly represented in subsequent coursework.

Prerequisite(s): HEA 510 or HEA 520

Minimum Credits: 3

HEA 540 - Program Evaluation

This course will explore the theories and processes of higher education program evaluation. Candidates will - within the context of a university's mission, strategic goals, and objectives - learn necessary skills to methodically evaluate higher education programs. Candidates will analyze given sets of case-based data and offer evidence and research based justifications for programmatic changes. Project management concepts and tools will be applied throughout the course.

Prerequisite(s): HEA 530

Minimum Credits: 3

HEA 550 - Higher Education Law and Regulation

With an examination of the key laws, policies, and concepts specific to higher education in the United States, candidates will gain a sense of higher education law's complexity and how law has assumed a greater role in establishing patterns, modes of conduct, and equitable procedures in an attempt to assure the rights and responsibilities of administrators, faculty members, staff, and students in the institutional context.

Prerequisite(s): HEA 510

Minimum Credits: 3

HEA 560 - Education Policy Making

Higher education and its administrators are increasingly influenced by federal and state policies. Candidates will employ current higher education regulations to develop policies that further an institutions mission. Candidates will examine the policy making process by analyzing national industry organizations and research, data sources, and trends that effect existing legislation. Writing Intensive.

Prerequisite(s): HEA 510, HEA 520, HEA 530, HEA 540 and HEA 550

Minimum Credits: 3

HEA 610 - Enrollment Management and Marketing

This course will address the data-centric enrollment management process within higher education, including how to attract, admit, and retain students. Candidates will examine the tools for effective admissions marketing, predicting admissions yields, and assessing how financial aid influences enrollment behavior. Candidates will gain the evidence-based skills necessary to understand the tactics for successful onboarding and continued retention of students, as well as the structures and approaches aimed at improving student achievement and persistence.

Prerequisite(s): HEA 530

Minimum Credits: 3

HEA 620 - Financial Management in Higher Education

This course will require candidates to empirically make sense of quantitative data sets related to financial management of an institution. Candidates will manipulate tuition and fee revenue models and make justifiable, quantitatively-based budgetary decisions regarding how those decisions map onto given institution's strategic initiatives and mission. Through the use of fiscal management models, candidates will how account for how government appropriations, financial aid regulations, large grants, and investment income influence these decisions.

Prerequisite(s): HEA 530

Minimum Credits: 3

HEA 630 - Leading Change in Higher Education

This course explores the responsibility of innovative - and accountable - change agents who must manage institutional responses to major external or internal forces. Candidates will consider how to apply empirical data and quality improvement principles to planning. Candidates will demonstrate how strategic approaches may be applied to successful navigation of individual, collaborative, and organizational structures. Through the examination of effective communication strategies, consensus building, and negotiation candidates will focus on creative problem solving through innovative approaches and models related to the administration of institutions of higher education in the 21st century.

Prerequisite(s): HEA 510, HEA 520, HEA 530, HEA 540 and HEA 550

Minimum Credits: 3

HEA 640 - Critical Issues in Student Affairs

This course explores student development theories and court decisions related to student-institution relationship, privacy, ethics, and civil rights as they relate to critical issues addressed by the department of student affairs. Candidates will develop a program related to student affairs to address an institutions underrepresented need.

Prerequisite(s): HEA 510, HEA 520, HEA 530, HEA 540 and HEA 550

Minimum Credits: 3

HEA 660 - Community College Administration

This course traces the evolution of community colleges in the United States, their organizational structures, and how those structures function to meet the needs of traditional and non-traditional learners. Candidates will examine community college goals, policies, instructional and student service programs, and how community colleges influence the broader context of higher education. Attention will be given to community college learning goals and how administrators obtain and utilize community and financial resources to meet the desired outcomes.

Prerequisite(s): HEA 510, HEA 520, HEA 530, HEA 540 and HEA 550

Minimum Credits: 3

HEA 690 - Capstone in Higher Education

In the capstone course, candidates will be given the opportunity to reflect on their coursework in order to consider their evolution as administrators and leaders in the field of higher education. Candidates will synthesize prior learning to design, develop, and execute a project related to higher education in their chosen subject as a culmination of their studies.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

History

HIS 113 - United States History I: 1607-1865

The first half of the United States history survey courses covers the period from the founding of Jamestown to the end of the Civil War. The development of regionalism and its effect on the coming of the Civil War provides the framework for the investigation. Required for majors in history and social studies education with a concentration in history.

Minimum Credits: 3

IAME EFAH EGED

HIS 114 - United States History II: 1865-Present

The second half of the United States history survey course covers the period following the Civil War. The economic, political and ideological developments that allowed the United States to attain a position of the world leadership are closely examined. Required for majors in History and Social Studies Education with a concentration in History.

Minimum Credits: 3

IAME EFAH EGED

HIS 117 - World Civilizations, Prehistory to 1500

An introductory survey of the world's major civilizations from prehistory to 1500. Key societies will be examined from political, socio-economic, and cultural-intellectual perspectives.

Minimum Credits: 3

IGCU EFAH EGED

HIS 118 - World Civilizations, 1500 to Present

An introductory survey of major civilizations from 1500 to the present, with particular emphasis on interactions and conflicts between Western and non-Western parts of the world. Key societies will be examined from political, socio-economic, and cultural-intellectual perspectives.

Minimum Credits: 3

IGCU EFAH EGED

HIS 220 - Modern European History: 1890-Present

This course investigates the trajectory of European hegemony in the 20th century. Special attention is devoted to the effects of the two major conflicts that were fought on European soil. Not available every semester.

Minimum Credits: 3

EFAH EGED

HIS 222 - War and Society, Antiquity to 1800

A survey of warfare during the ancient, medieval, and early modern eras. Particular attention will be devoted to the evolution of military technology and the various ways that Western and non-Western societies adopted gunpowder weaponry.

Minimum Credits: 3

EFAH EGED

HIS 223 - Modern War & Society

This course will introduce students to the history of warfare in the modern world. It will focus on the modernization of military technique and technology among Western societies, and also on the various ways non-Western societies encountered this new and evolving way of war- either falling victim to it or importing and emulating it with varying degrees of success.

Minimum Credits: 3

EFAH EGED IWAP

HIS 235 - Modern Russia

This course studies Russian/Soviet history from 1905 to the present with an emphasis on revolutionary traditions, government and politics, culture and religion and social philosophy. Not available every semester.

Minimum Credits: 3
IGCU EFAH EGED

HIS 240 - World War I

The course will begin with an overview of how warfare evolved during the industrial era, not just in terms of technology and tactics, but doctrinally, socially, and economically. It will then examine nineteenth- and early-twentieth-century diplomacy, along with the underlying and immediate causes of World War I. Chronological and topical treatments of the war's conduct will follow. The course will conclude with in-depth discussion of the war's aftermath, focusing on the peace settlements and the formation of new political orders in Europe and elsewhere.

Minimum Credits: 3
EFAH EGED IWAP

HIS 241 - World War II

This course emphasizes the battles, campaigns, events and personalities that dominated World War II. Special attention is given to political and diplomatic factors during the 1930s which contributed to the outbreak of World War II. Not available every semester.

Minimum Credits: 3
EFAH EGED IWAP

HIS 245 - United States History since 1945

An examination of the United States in its rise to global power in the aftermath of World War II. Central to the course are the international and domestic realities of the Cold War, particularly the struggle for equal civil rights within the United States. The course will examine the post-Cold War world as well, examining the transition to the domestic and international challenges of the 21st century.

Minimum Credits: 3
EFAH EGED

HIS 270 - American Environmental History

The course examines the history of the American environment, paying particular attention to the impact of European settlement on the landscape and the subsequent commodification of resources that defined the American experience in the modern age. It will pay close attention to such phenomena as industrialization, pollution, population trends, urbanization, chemically-dependent food production, and energy consumption, to name only a few. Particularly important, the course will delve into the process of political responses to environmental and ecological challenges as they have evolved over time.

Minimum Credits: 3
EFAH EGED

HIS 301 - World History and Culture

This course is designed to offer the student a historical and cultural understanding of Africa, India, China and Japan, in their interactions with the western world. Offered every year in the fall. Recommended for majors in History and Social Studies Education with a concentration in History. Global marker.

Minimum Credits: 3
EFAH EGED IGCU

HIS 311 - Women, Sexuality, and Islam

This course examines Islamic legal discourse about women and sexuality, focusing specifically on the historical roots of modern practices and beliefs. Students will focus on the processes of constructing Islamic law to evaluate different arguments related to appropriate sexual practice as well as women's roles, rights, and responsibilities. Through detailed, nuanced exploration of contemporary topics, including veiling, divorce, gay marriage, abortion, contraceptives, female circumcision, sex reassignment surgery, and in vitro fertilization, students will investigate the influence of social, cultural, political, and historical contexts on Islamic interpretations of God's will and appropriate practice.

Minimum Credits: 3

HIS 314 - European Conquest of New World

This course will explore the social and intellectual impact of the discovery of the American continents on the European mind and the consequences of colonization and migration in North America 1500-1800. Emphasis will be on British colonies and competing European cultures (especially French and Spanish) with Native Americans and African-Americans. Students will focus on three areas: cultural exchange, economic exchange and hostility/conquest. Required for majors in social studies education with concentration in history. Not available every semester.

Minimum Credits: 3

EFAH EGED

HIS 319 - African-American History since the Civil War

This course traces the changes in labor practices, politics and living conditions of the millions of African-Americans in the South after the Civil War. Further, the Great Migration, the civil rights movement and the black revolutionary movement will be investigated carefully. Not available every semester.

Minimum Credits: 3

EFAH EGED

HIS 321 - The Ancient World of Greece and Rome

This course will begin by looking at the heritage of Greek civilization and the thinkers who first struggled with the fundamental issues concerning mankind: life, love, suffering, courage, endurance and death. The course will continue with the immediate inheritors of Greek thought, the Romans. By assessing Roman achievements of empire building and expansion, students will discover a vital civilization that ruled the known world through the force of its armies and the attraction of its culture. The course will end with the development of Christianity and the fall of the Classical World. Required for majors in social studies education with a concentration in history. Not available every semester.

Minimum Credits: 3

EFAH EGED

HIS 330 - Civil War and Reconstruction

This course examines various interpretations of Civil War causation; the major political, economic and military aspects of the war; and the rebuilding of Southern society after the war's end. Not available every semester.

Minimum Credits: 3

EFAH EGED IWAP

HIS 332 - Colonial New England

This course investigates the experiences and evolving institutions of the North Atlantic colonists, from the first landings to the making of the Constitution. Special emphasis will be placed upon the colonists' relationship with

Native Americans and upon the origins, progress and character of the struggle against Great Britain. Not available every semester.

Minimum Credits: 3

HIS 338 - Young America

This course traces the growth of the United States from its beginnings as a fledgling republic to its expansion into a continental empire. Particular attention is given to the development of the first and second American party systems, the democratization of American politics, westward expansion, the market revolution, and the changing roles of women and African-Americans.

Minimum Credits: 3

EFAH EGED

HIS 340 - Making History

This course is founded upon a fundamental yet complex question; what is history? The course investigates this question by examining the various kinds of history; witnessing the myriad ways of communicating historical stories and arguments ranging from the scholarly monograph to the town square statue to the museum exhibit; and learning how historians of all types actually make history through close, rational analysis of historical sources. In the process students will learn that history is an ever-evolving craft, central to the life of every society.

Minimum Credits: 3

HIS 357 - American Slavery

This course explores the colonial and national experience of Africans and African-Americans through 1865. Particular attention is given to a general understanding of African history, the trans-Atlantic slave trade, slave life in the Caribbean and the American South, the role of free blacks in both northern and southern colonies and states, antebellum abolitionist and proslavery arguments, and the consequences of emancipation. Also addressed will be the debate over whether Africans/African-Americans were active agents or passive participants in early American history.

Minimum Credits: 3

EFAH EGED

HIS 371 - History of the Middle East I

This survey course introduces the student to the political and social history of the Middle East from the rise of Islam through World War I.

Minimum Credits: 3

HIS 372 - History of the Middle East II

This survey course introduces the student to the political and social history of the Middle East from World War I until the present.

Minimum Credits: 3

HIS 373 - Arab-Israeli Conflict

This course examines the development of the Arab-Israeli conflict as it emerged in the post-World War II era.

Minimum Credits: 3

HIS 374 - The Renaissance and the Reformation

This course is an examination of some of the major themes of the Renaissance and Reformation in Europe. Through extensive readings in primary sources, the class will explore the major personalities of the period and their influence on changes in many aspects of life. The lectures will focus on a broader context and will raise historical questions concerning such topics as science and belief, voyages of discovery, rise of the nation/state, rise of capitalism, and the millennial view of history.

Minimum Credits: 3

EFAH EGED

HIS 379^ - The Middle East

[^] *Inactive Course* A history of the Middle East from the ancient world through the rise of Islam and the Crusades, into the modern era. Geographical areas will include the traditional Middle East, northeast Africa, Iran and Afghanistan. Students will pay special attention to the Arab-Israeli conflicts and the recent wars in Iraq and Afghanistan. Global marker.

Minimum Credits: 3

HIS 460 - History Research Seminar

This capstone course requires each student to design and craft his/her own written research project. In close consultation with the instructor, each student will select a topic, discover relevant primary and secondary sources, evaluate and analyze those sources, and develop an argument-based paper as a result of that process. (Class limit: 15 students)

Prerequisite(s): HIS 340

Minimum Credits: 3

HIS 490 - History Internship

Minimum Credits: 3

Maximum Credits: 12

HIS 501 - Historiography

This course provides a deep-level exploration into the study of history and historical writing, focusing on the craft and profession of history and its relationship to society. The course contends with the changing nature of historical interpretations and arguments, and the role of historical meta-narratives in shaping one's understanding and experience of history. Students are asked to position and evaluate their own thinking in relation to various historical analyses, defending a preferred approach to a relevant area of interest.

Minimum Credits: 3

HIS 502 - Historical Methods

Historians use a wide variety of methods and approaches to the study, analysis, and evaluation of historical accounts and sources. This course offers students an opportunity to investigate various methodological approaches and the relationships between method, theory, and interpretation in historical research. Students will design an initial research proposal and articulate how a chosen methodology positions them appropriately to address the central issues and problems of their research.

Minimum Credits: 3

HIS 510 - Comparative History and Research

Comparative research is a valuable tool for historians to be able to discover possible historical and social connections across separate historical settings. This course introduces students to best practices, issues, and challenges of comparative history approaches. Central to the course is the development of effective research practices in comparative history: identifying appropriate sources, articulating the context and focus of a research project, and making an informed and supported argument. This course will use the topic of democratic revolutions to model comparative research.

Minimum Credits: 3

HIS 520 - Historical Lenses and Scholarship

What does it mean to focus on the economic issues of an historical event? What considerations of race, gender, class, or other lenses of difference can be made to illuminate the social and cultural experiences of people throughout history? The central focus of this course is to provide students with an exploration into various lenses of historical research and analysis and how these lenses can structure the types of questions an historian asks. The course uses the topic of transatlantic slavery to introduce several lenses that can be applied to future topics of interest to students. Students will integrate best practices for the production and writing of historical scholarship using a chosen lens (or lenses) of analysis.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 600 - Early American Encounters

The modern nation of the United States of America was born out of European colonization. The themes that arise from these early encounters between colonists from different European countries, Native Americans, and displaced Africans as they created the "New World" continue to shape America's social, political, economic, and cultural landscape to this day. In this course, students investigate how historians understand the different facets of the creation of this New World, including armed conflict, cultural cooperation, gender roles, environmental issues, and the role of religion in conquest.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 601 - New American Nation

America has held many titles as a result of its political inception, including "the birthplace of democracy" and "the first nation based on an idea." Does the historical evidence substantiate those claims? Was the American Revolution truly "revolutionary"? In this course, the separation of the American colonies from England and the political, cultural, social, and economic realities that resulted are critically examined. Students will challenge and refine previously held or popular notions of the period encompassing Revolutionary-era America through the early nineteenth century.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 602 - Era of the Civil War

The era of the American Civil War is one of the most studied periods in American history. Despite the robust and well-established scholarship on the topic, vibrant debates and competing schools of thought still exist. In this course, students will add to this rich tradition with their own interpretations of the social, economic, cultural, and political roots of the conflict and its relevant impacts on the American narrative. Emphasis is placed on applying different methodologies and lenses to the vast historical body of knowledge surrounding the antebellum period through the Reconstruction era. Students evaluate the implications of methodology and lens on interpretations of the Civil War.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 603 - The Gilded Age and Progressive Era

This course examines the period between Reconstruction and the first World War, paying particular attention to the emergence of industrial capitalism, the rise of the modern American city, the shifting nature of rural life in America and the rise of Populism, immigration, racial tensions, Progressivism, the conquest of the West, and the rise of the United States as a global power militarily, economically, and politically.

Prerequisite(s): Take HIS 501 and HIS 502

Minimum Credits: 3

HIS 604 - America and the World Wars

As America emerged on the stage as a world power, it is not surprising that increased involvement in international affairs followed. America's participation in the world wars of the twentieth century brought about profound changes related to international diplomatic relations, the expanding role of the state in economic and military policy, cultural and ideological shifts domestically and globally, and technological innovations in weaponry, transportation, and manufacturing. While the consequences of warfare on the greater world stage are central to this course, students also will examine the myriad ways in which social, political, and cultural life transformed in the United States during this era. Students contend with how historians have, both implicitly and explicitly, inserted value judgments into their interpretations of the methods of war, political regimes, human rights issues, and geopolitical reorganizations of the era.

Prerequisite(s): Take HIS 501 and HIS 502

Minimum Credits: 3

HIS 605 - Cold War and the American Empire

The Cold War period has been defined by America's ideological conflict and proxy warfare with the Soviet Union. The tremendous cultural, social, economic, and political turmoil that resulted from this era, including such events as the Vietnam War and the civil rights movement, can still be felt throughout the globe today. In this course, students draw connections among contemporary issues and their foundations in the period between the end of World War II and the fall of the Soviet Union. Students explore how the essential nature of this conflict compares and contrasts to traditional conceptions of "war," examine to what extent the Cold War was representative of a paradigm shift in terms of foreign policy and military engagements, and investigate the general relationship between war and society in this period.

Prerequisite(s): Take HIS 501 and HIS 502

Minimum Credits: 3

HIS 620 - History of Military Thought

This course examines the development of military theory and practice throughout history, exploring prominent military figures and major campaigns. This subject matter is global in scope, including topics from both the Eastern and Western worlds. Students will investigate how different societies influence and are influenced by military affairs, including war and social changes, diplomatic efforts, and cultural differences in military theory.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 630 - Russian Revolutions

The early 20th century was a period of great tumult for Russia. This course investigates the various revolutions in this time period, and how the military engagements of Russia affected their society. Students will utilize the recent

scholarship of these topics to develop their own understanding of the historiography of the subject and explore the ways in which military campaigns and society inevitably affect each other. The time period covered includes the late 19th century through the mid-20th century.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 640 - Chinese Imperialism

This course provides an overview of major military campaigns, strategy, and tactics in Chinese history. Students will explore the cultural aspects of military campaigns and warfare in China and be introduced the latest scholarship on the topics explored. Students will also engage with the historiography of a topic of interest and define their own interpretations based on scholarly research.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 660 - Introduction to Public History

Unlike many other areas of history, public history distinguishes itself in its application focus and community orientation. Public historians are charged with protecting our historically significant artifacts, cataloging our historical wisdom, and communicating our cultural narratives. In this course, the foundational principles and mission of public history are investigated and evaluated. Students assess the landscape of public history, including the major thinkers, controversies, emerging trends, and ethical demands. Finally, students must articulate a distinct identity for public history and situate themselves within that context.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 661 - Public History Strategic Management

A public historian can expect to be responsible for a myriad of projects and tasks that require a marriage of historical knowledge and business acumen. In this course, students will augment their existing framework to include the skill sets of project management, budgeting and finance, legal competencies, and other pragmatic considerations that are essential for the public historian. Attention will be given to issues of intellectual property, fundraising and donations, interpersonal skills and people management, artifact care, and motivating volunteer organizations.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 662 - Digitization of History

The potential and possibilities for preserving historical artifacts have been fundamentally transformed by digitization. The ability to design, plan, execute, and maintain digitization projects and repositories has become essential for public historians. In this course, students apply information system theories and utilize relevant technologies and tools to engage in the digitization process. An emphasis is placed on the need for public historians to take an adaptive and open-minded approach to technology, due to its capabilities for furthering the missions of public history.

Prerequisite(s): Take HIS 501 and HIS 502

Minimum Credits: 3

HIS 663 - Documentary Editing

This course is one of three specialized offerings in public history collections management. The focus of this course is documentary editing, or the assembling of comprehensive document collections. Documentary editors must scrutinize, verify, and organize the resources upon which historical scholarship rests. This includes making the difficult, and potentially controversial, decisions about what is included and what is not. In this course, students

engage in research, evaluation, transcription, annotation, and compilation of historical artifacts. The implications of documentary editorial decisions on future understandings of the past are assessed.

Prerequisite(s): Take HIS 501 and HIS 502

Minimum Credits: 3

HIS 664 - Archival Management

This course is one of three specialized offerings in public history collections management. The focus of this course is archives, or the accumulation of historical records that have been set aside for future reference. Archivists must store, catalog, preserve, and retrieve archival materials that are considered to be of significance to a group. In this course, students apply the major theories of archival science to determine the authenticity, reliability, integrity, and usability of various records. Best practices for developing and maintaining archives is investigated. Additionally, the ethical considerations surrounding the care of records of social value are evaluated.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 665 - Museum Collection Management

This course is one of three specialized offerings in public history collections management; the focus is museum curation. Today's museums are being challenged to alter their approach and redefine the museum experience to meet the intellectual curiosity of 21st century patrons who crave contribution and participation over passive observation. In this course, students will evaluate the impacts of these social dynamics on the field of museum science. Additionally, students will propose creative solutions to address new expectations without sacrificing the enduring principles at the core of a museum's mission.

Prerequisite(s): HIS 501 and HIS 502

Minimum Credits: 3

HIS 790 - Research Seminar for Historians

The capstone experience integrates knowledge and skills developed in previous coursework with a focus on developing scholarship in a student's chosen area of concentration. This course focuses on helping students propose a topic for research, conduct preliminary research on primary and secondary sources, and develop a capstone research proposal. This course prepares students for the formal capstone submission in the subsequent capstone course.

Prerequisite(s): Must complete 24 credits

Minimum Credits: 3

HIS 791 - Capstone for Research Historians

The capstone experience integrates knowledge and skills developed in previous coursework with a focus on developing scholarship in a student's chosen area of concentration. This course extends students' research proposals into a formal capstone project. Students will workshop and submit their final capstone projects in this course.

Prerequisite(s): HIS 790

Minimum Credits: 3

HIS 792 - Capstone for Public Historians

The capstone experience integrates knowledge and skills developed in previous coursework with a focus on developing the final capstone deliverable. Public historians will demonstrate the skills they have learned in conceiving of, maintaining, and managing content for public history organizations. Students will workshop and submit their final

versions of their capstone in this course.

Minimum Credits: 3

Hospitality Business

HOS 550[^] - Managerial Role in Hospitality, Tourism, Leisure, and Recreation

[^] *Inactive Course* Students are introduced to managerial roles in the fields of hospitality, tourism, leisure and recreation, and will create a personal portfolio of knowledge and skills that focuses on a management career in one of these industries

Minimum Credits: 3

HOS 700[^] - Seminar in Services Management

[^] *Inactive Course* Past, present and future trends in the lodging, food service and the travel and tourism industry are identified and analyzed. Current research in the hospitality and tourism industry and related disciplines, is presented, reviewed and discussed.

Prerequisite(s): HOS 550 and MBA 500 or QSO 510

Minimum Credits: 3

HOS 730 - Thesis

Minimum Credits: 6

Human Services

HSE 101 - Introduction to Human Services

This course provides an overview of the historical development of human services and an introduction to the many settings, roles, and functions of the human services professional. Students will gain an understanding of the knowledge and skills needed to help support others toward living a more fulfilling life with particular attention given to behavioral and social theories, common social problems, service delivery systems, ethical behavior, and personal values.

Minimum Credits: 3

HSE 210 - Healthcare Systems

This course gives students a basic understanding of the complexity of the US healthcare system and how it functions. This course examines the history of the U.S. healthcare system and the various forces that have influenced its development. It will provide an overview of the current systems of organization and management. Particular focus will be given to the financing of healthcare and the impact the current systems of finance have on individuals and communities. Trends in evidence-based practice and outcomes measurement will be examined related to their influence on healthcare quality.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 215 - Child Growth and Cognitive Development

Human service professionals must be prepared to work with and provide proper support to children and adolescence. This course focuses on child development from birth through adolescence with emphasis on the physical, cognitive, social, and emotional components of normal development. Additional attention will be given to those situations where development does not occur normally, factors which influence or impede development, and community and school-based resources available to assist in these circumstances.

Prerequisite(s): HSE 101 and PSY 211

Minimum Credits: 3

HSE 220 - Communication Skills for Human Service Professionals

This course provides students with the knowledge and skills to effectively, efficiently, and compassionately communicate both orally and in writing. Emphasis will be given to the tools of communication as well as how to clearly articulate the issues, deal with conflict, and establish rapport. Human services professionals function in many settings requiring the ability to communicate the needs and issues of their clients, programs, and organizations to a broad variety of people.

Prerequisite(s): HSE 101 and ENG 122

Minimum Credits: 3

HSE 230 - Research Methods in Human Services

This course provides an overview of qualitative and quantitative research methods in human services, including the development of research questions, study design, sampling schemes, data collection, basic statistical analysis, report writing, and presentation of research findings. Understanding people and the social systems in which they live and act is critical to the work of the human services professional.

Prerequisite(s): HSE 101 and MAT 240

Minimum Credits: 3

HSE 310 - Family and Community Systems

In this course students will gain the knowledge and skills to help families negotiate the complex system of organizations in their communities that provide services. Programs and organizations that provide support to families will be profiled including community medical and mental health providers, non-profit organizations, the Department of Human Services, and the Family Court. In addition, tools that are frequently used in understanding family systems are presented including Socio-grams, Eco-maps, and Genograms.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 315 - Role and Impact of Trauma on Children and Families

This course prepares students to provide services to children and families in highly emotionally charged and legally complicated situations. The short and long term influence of physical and psychological trauma on children and families are explored including domestic violence, substance abuse, neglect, sexual assault, and prenatal trauma. The role of the human services professional in these situations will be discussed including their legal responsibilities and limitations, safety, secondary trauma, and ethical considerations.

Prerequisite(s): HSE 101 and PSY 211

Minimum Credits: 3

HSE 320 - Human Services Organizational Systems

This course prepares students to function effectively within organizations, as most human services work involves interactions with multiple private and public organizations. Students develop an understanding of organizational structure and functions through an overview of common organizational structures and management systems and the principles of organizational behavior that influence the work environment. An introduction to the strategic planning and budgeting cycle is provided including the process of grant funding. Basic concepts of personnel management and common techniques and procedures for outcome measurement and program evaluation will also be presented.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 325 - Ethics and Laws in Child Welfare

This course prepares students to understand the complexities of family problems involving children and help clients negotiate the legal requirements without violating the ethics of the human services profession. This course focuses on the state and federal laws, regulations, and ethical principles that establish the framework for Child Welfare programs. Specific issues covered include child protection programs, child abuse and treatment laws, parent and child rights and responsibilities, education law, and emancipation laws. In addition, the course will examine child custody, foster care, adoption and the child "best interest" standards.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 330 - Public Policy and Advocacy

Students in this course will become acquainted with human services policies and the legislative and private sector processes of policy development. Students will further discover the role of advocacy in influencing social welfare programs for a variety of populations. Students learn the skills needed to act effectively in developing policies and for planning an advocacy campaign.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 335 - Prevention and Crisis Intervention

This course examines crisis from the perspectives of the client, the crisis worker, and the service providers who ultimately defuse the crisis situation. Human services professionals frequently work with families and children in crisis. The course includes the description of the organizations and systems that are in place to assist in crisis situations and their interoperability. The knowledge and techniques used in dealing with crisis situations are presented with specific attention given to the crisis cycle, triggers, suicide assessment and response, drug overdose, and medical and psychiatric illness.

Prerequisite(s): HSE 101

Minimum Credits: 3

HSE 340 - Law and Ethics in Human Services

Students in this course will learn the laws and regulations that govern human services practice. Specific topics will include: confidentiality, parity, involuntary commitment, mandated reporting, Tarasoff, Health Insurance Portability and Accountability Act, Family Educational Rights and Privacy Act, Americans with Disabilities Act, Family Medical Leave Act, parental rights and responsibilities, guardianship, and Advanced Directives. The course will also discuss the ethical principles that guide human services practice as well as the conflicts that arise between the ethical principles and the law.

Prerequisite(s): HSE 220 or HSE 230

Minimum Credits: 3

HSE 410 - Case Management

Students will learn fundamental theories, concepts, and practices related to the delivery of human services. This includes client engagement, interviewing, work format and processes, practice systems, models of service delivery, ethics and professional responsibility, group dynamics and facilitation, community assessment, boundaries, interagency relationships, and formal/informal client-centered support systems. Through the use of case studies, students will apply course work to real life situations by assessing the needs of clients and designing goal-based care plans. Additionally, students will learn how to address social problems through community based needs assessment, planning and designing interventions, developing necessary resources, and assessing programs for their effectiveness.

Prerequisite(s): HSE 320

Minimum Credits: 3

HSE 480 - Human Services Capstone

This capstone course enables the students to apply and reflect upon their education experiences in the Human Services program. This process culminates with the presentation of a professional portfolio that highlights the knowledge, skills, resources, and tools developed and gathered over the course of their studies in human services to demonstrate their academic, personal, and professional development. Students must have completed 111 credits prior to registration.

Minimum Credits: 3

Independent Studies

IND 201 - Self-Designed Degree Program Planning

This course is a tutorial through which the student, in consultation with a faculty mentor, establishes an interdisciplinary program of study as a self-designed major in an approved discipline. Students will create and submit an academic plan that outlines the goals of the program and directly correlates the coursework to their academic and professional goals. The concentration proposed should consist of no fewer than four courses, two of which must be at the 300-400 level.

Minimum Credits: 3

IND 301 - Self-Designed Tutorial I

In this course the student meets with the faculty mentor on a scheduled basis over the semester to monitor progress toward completion of the self-designed program. The student may expect that the goals and perspectives that drive the vision of the self-designed program will evolve over time. The seminar-style course facilitates dialog between the student and teacher, encourages reflection on progress, and presents opportunities for refinement of the course of study.

Prerequisite(s): IND 201

Minimum Credits: 1

IND 302 - Self-Designed Tutorial II

In this course the student meets with the faculty mentor on a scheduled basis over three successive semesters to monitor progress toward completion of the self-designed program. The student may expect that the goals and perspectives that drive the vision of the self-designed program will evolve over time. The seminar-style course

facilitates dialog between the student and teacher, encourages reflection on progress, and presents opportunities for refinement of the course of study.

Prerequisite(s): IND 201

Minimum Credits: 1

IND 303 - Self-Designed Tutorial III

In this course, the student meets with the faculty mentor on a scheduled basis over three successive semesters to monitor progress toward completion of the self-designed program. The student may expect that the goals and perspectives that drive the vision of the self-designed program will evolve over time. The seminar-style course facilitates dialog between the student and teacher, encourages reflection on progress, and presents opportunities for refinement of the course of study.

Prerequisite(s): IND 201

Minimum Credits: 1

IND 401 - Honors Thesis: Self-Designed Major

This six-credit course provides the setting for a year-long effort to bring together in a carefully designed and well-executed honors thesis, the integrated learning experience achieved in the self-designed major.

Minimum Credits: 6

Information Technology

IDT 510 - Instructional Design and Tech Profession

In this course students receive an overview of the Instructional Design and Technology (ID&T) profession. Students begin to develop research-based knowledge, skills, and dispositions that shape their professional identity as ID&T specialists. Students engage multiple methods of instruction including real-world, case-based problems resembling those they would encounter, and be expected to solve, within higher education, corporate, and client-specific settings.

Minimum Credits: 3

IDT 520 - Theories of Learning for Instruct Design

In this course students analyze seminal learning theories and how they are applied to instructional design solutions. Various aspects of cognition, memory, behavioral conditioning, experiential learning, and the construction of knowledge are explored in the context of designing effective learning experiences that draw from appropriate principles of learning. Students, using theoretical knowledge to guide them, explore how technology can be leveraged to effectively meet the needs of diverse learners and approaches to instruction in applied settings.

Minimum Credits: 3

IDT 530 - Technology for Learning

The one constant within instructional design is change—especially when it comes to technology. In this course, students explore how technological innovation has evolved and transformed instructional design approaches. Students consider how cutting-edge digital technologies can be applied to sound design and weigh how their applications align with contemporary approaches to learning within various settings.

Minimum Credits: 3

IDT 540 - Assessment and Evaluation

People do not know how well they are designing instruction unless they know how learners are responding to instruction, whether they are performing, and to what extent they have acquired new knowledge and skills. In this course, students explore and construct assessments designed to measure how well learners have mastered certain outcomes. The course initially focuses on objective assessment test construction and then emphasizes authentic performance-based assessment approaches. Students also explore how professional standards-based curricula inform instructional choices and accreditation efforts.

Prerequisite(s): IDT 520

Minimum Credits: 3

IDT 550 - Learning Design I

Instructional designers can plan learning for diverse sets of learners in various environments. Through the use of case studies, this course prepares students to conduct a "needs assessment," to fashion learner outcomes based on institutional/client needs, and to align those outcomes with specific instructional and learning activities. Students are required to integrate technological enhancements and solutions where appropriate.

Prerequisite(s): IDT 520 and IDT 530

Minimum Credits: 3

IDT 610 - Multimedia Design and Production I

This course serves as a foundation for research-based multimedia design and production. Students attain core principles and tools necessary for effective learning design, which will be further developed in later design and production coursework. This is a production-oriented course that focuses on the direct application of principles through the use of current and emerging multimedia design tools, emphasizing informed, deliberate decision making for effective design.

Prerequisite(s): IDT 520 and IDT 530

Minimum Credits: 3

IDT 620 - Learning Design II

Sound instructional design pays careful attention to how the learners are positioned to engage multiple learning environments. Research suggests that learner-centered, interactive learning environments that value one's experiences can richly inform the learning process. This course requires students to make their assumptions about the learner explicit and design conventional, technological, and hybrid based learning experiences that heighten interactivity. Finally, the challenges and benefits of standards-based design are engaged in this course.

Prerequisite(s): IDT 550

Minimum Credits: 3

IDT 630 - Multimedia Design and Production II

This course provides the frameworks instructional designers use to purchase and integrate external vendor products or leverage internal assets to address an identified learning need. Educational institutions and corporations rely heavily on instructional designers to make resource based decisions that align with capacity, scope, and needs. Balancing these needs will inform the production, piloting, and implementation processes. Finally, this course focuses on the user-interface design of learning environments, improving engagement and interaction with instruction.

Prerequisite(s): IDT 610

Minimum Credits: 3

IDT 640 - Managing ID&T Projects

All instructional endeavors require the careful management of time- and fiscally-based resources, as well as collaborative efforts across multi-functional teams. This course equips instructional design and technology students with essential project management tools and strategies to plan work flow, develop effective communication protocols, assess project risks, and develop accountability structures that facilitate production processes. Students engage problem-based scenarios and will use the tools provided to best manage organizational risk and satisfy stakeholder needs and demands.

Minimum Credits: 3

IDT 650 - Learning Design III

Learning Design III provides students with opportunities to apply advanced design principles in a workshop-based environment. The problem-based course focuses on the application of sophisticated design tools to create solutions for various environments and contexts. This course serves as a precursor to the development of the capstone portfolio.

Prerequisite(s): IDT 620

Minimum Credits: 3

IDT 670 - Seminar in Instructional Design and Technology

This course explores trends, issues, and emergent technologies that inform the field of instructional design. Students critique the capacity of technologies to deliver effective learning and instruction through research-based frameworks and standards. Emphasis is placed on engaging with the field of research, asking students to enter conversations of personal interest as a professional colleague in instructional design and technology.

Prerequisite(s): IDT 510, IDT 520 and IDT 530

Minimum Credits: 3

IDT 690 - Capstone in Instructional Design and Technology

The capstone experience in instructional design and technology asks students to develop a comprehensive professional portfolio of design and research. Drawing from experiences in students' coursework and professional-based activities, students reflect on the artifacts and experiences that they will bring forward into their next professional setting. The capstone will provide evidence of competency across the degree program outcomes.

Minimum Credits: 3

IT 100 - Introduction to Information Technology

This is the fundamental computer fluency course required for all Southern New Hampshire University students. It is designed to promote a working knowledge and understanding of computer information technology concepts, skills and capabilities that support academic and professionally related goals and requirements. Students learn about the application and science of information technology. Concepts to master include the fundamentals of computer information technologies along with issues that affect people today such as : Internet and other network technologies, web publishing, digital media, hardware, software, file and database management, information security, viruses, and spyware, social impact, as well as algorithmic thinking and the limits of computation. Students develop capabilities such a managing complexity, assessing the quality of information, collaborating and communicating using IT, anticipating technological change and thinking abstractly and critically about IT. Students develop computer-related skills in support of their college studies and career goals. This is accomplished, in part, by the mastery of word processing, spreadsheet, presentation, and database software.

Minimum Credits: 3

ESTM EGED

IT 135 - Interactive 3-D Virtual Environments

This course introduces students to the underlying concepts in manipulating a three dimensional virtual reality environment. The objects in this environment are both recognizable (dinosaur, tree, airplane) and also proper objects as the term is used in computer science. Students will work individually and in teams animating to specific objectives with a significant deliverable at the end of the course. Implementations of interactive advertising or educational games are potential project areas. Topics include: virtual reality concepts (objects, point of view, lighting), object oriented concepts (properties, methods, events), and animation control concepts (collision detection, decision implementation, iteration, and parallel activities).

Prerequisite(s): IT 100

Minimum Credits: 3

ESTM EGED IIRO

IT 145 - Intro to Software Development

This course provides a comprehensive introduction to the object-oriented programming paradigm. The course uses the Java programming language, which is totally object-oriented language, and the Java development environment to demonstrate the principles of object-oriented programming. Other languages, including Smalltalk, may be used for comparison. The course covers the Java language and the Java development environment, including the Java Software Development Kit (SDK) and Integrated Development Environment (IDE) tools. The course also covers the key concepts of object orientation, including inheritance, encapsulation, polymorphism and communication with messages. Other topics include classes and objects, base classes and class hierarchies, abstract and concrete classes. Offered every year. This is a programming course.

Prerequisite(s): CIS 100 or IT 100

Minimum Credits: 3

IT 200 - Fundamentals of Information Technology

This course offers a broad introduction to the tools and applications students will need to become successful professionals in the IT environment. Students will examine the core information technologies of human-computer interaction, information management, programming, networking, web systems and technologies, as well as information assurance and security.

Minimum Credits: 3

IT 201 - Computer Platform Technologies

This course provides the hardware/software technology background for information technology personnel. Hardware topics include CPU architecture, memory, registers, addressing modes, busses, instruction sets and a variety of input/output devices. Software topics include operating system modules, process management, memory and file system management. Also included are basic network components and multi-user operating systems. Offered every year.

Prerequisite(s): CIS 100 or IT 100

Minimum Credits: 3

IT 204 - Intro to Data and Information Management

This course provides students with an introduction to the foundations of data and information management, centered around the core skills of data management and database organization. The course will focus on identifying organizational requirements for data and information, modeling the requirements using relational techniques, implementing the models into a database using a database management system, and understanding the issues of data quality and data security. The course will also introduce the framework of enterprise information management and the growing need for managing data and information in organizations effectively to support decision making and

competitive advantage.

Minimum Credits: 3

IT 205 - Digital Music

This course introduces students to information technology and the music business. The primary theme of the course is to understand how information technology has transformed the music industry in the last five years. The course is part lecture and part lab work. During lectures, students will learn about topics such as waveform audio, data compression and sampling, digital signal processors and soundcards, audio file formats, MIDI, e-collaboration, and e-business. During lab work, students will learn how to use software packages to compose, record, and mix music, to put music on a CD, to design a CD package, and to use the Internet to market and distribute music CD's. The course includes a project which will culminate in the creation of a professional CD suitable for distribution. The course is designed for students who have an interest in music and IT, e.g. sound engineering, song-writing, or executive leadership in the music industry. An ability to play an instrument is not required.

Prerequisite(s): IT 100

Minimum Credits: 3

ESTM IPOC EGED

IT 207 - Information Technology and Digital Games

Introduction to digital games and information technology covers game genres and platforms, interface design, game implementation, artificial intelligence, business economics of the game industry, game marketing and design, e-collaboration, and e-commerce. Students learn how to use software packages to design and implement digital games and how to use the Internet to market and distribute digital games. The course includes a project which will culminate in the conception, design, and prototype of an original digital game. The course is designed for students who have an interest in IT and games, including original game concepts, design and implementation, and executive leadership in the game industry. Knowledge of computer programming is not required.

Prerequisite(s): IT 100

Minimum Credits: 3

IIRO ESTM EGED

IT 209 - Introduction to Robotics

This course covers Introduction to Robotics, Applications of Robots, Return-on-Investment, Abstract Models, Controlling Robot Motion, Complex Motion, Robotic Sensors, Input / Output, External Sensors, Threads, Event Programming, Remote Communication, Remote Sensing, Behavior Programming, and Human/Robot Interfaces. Students will gain hands-on experience with emerging robot technologies, understand industrial applications of robots, and ramifications of human/robot interaction.

Prerequisite(s): IT 100

Minimum Credits: 3

IIRO ESTM EGED

IT 210 - Business Systems Analysis and Design

This course provides students with the necessary level of information technology education relative to understanding the uses and roles of information systems in business organizations. Students receive instruction on the information concepts and methodologies associated with the development of business information systems, and their effective application to the solution of business problems. Students learn the major issues of managing information technology in the contemporary business environment and the relationship between organizations' structures and information technology. Team approaches are utilized along with structured computer laboratories and cases using spreadsheet and database management tools. Writing intensive course.

Minimum Credits: 3

ESTM

IT 215 - Introduction to SAS

The SAS programming suite of products is commonly used throughout the industry for making sense of the vast amount of data that is available today and for turning that data into actionable items for an organization. Through the creation of SAS programs of varying complexity, students will solve common data analysis problems and learn the general programming conventions of SAS along with the data management and reporting utilities of the basic SAS product. This course will also provide students with an overview of the wide array of SAS data analytics products and their use within various industries.

Prerequisite(s): IT 145

Minimum Credits: 3

IT 220 - Introduction to SQL

Structured Query Language (SQL) is at the heart of most data systems. In this course, students will learn the basics of SQL programming as it relates to both database management and data manipulation. This course will also provide students with an overview of more advanced topics such as embedded SQL, function calls, and stored procedures.

Minimum Credits: 3

IT 225 - Software Development with Visual Basic.NET

This course introduces students to Visual Basic, an object-oriented, event-driven programming language. Emphasis is on programming for the .NET framework and the use of industry standards. Sequential access and random access files and the creation of graphical user interface (GUI) front ends for client server applications using ADO.NET connections to Microsoft Access databases are covered. Offered every year. This is a programming course.

Prerequisite(s): IT 135 or IT 145

Minimum Credits: 3

IT 230 - Software Development with C#.NET

This course is designed to introduce C#, an event-driven, fully object-oriented, visual programming language. The course covers the Visual Studio.NET integrated development environment (IDE) while covering the basics of the C# language. Topics include input / output statements, arithmetic and logical operations, control structures, program modules (methods and classes) and arrays. Students will be involved in writing programs of increasing complexity throughout the course, offered every year. This is a programming course.

Minimum Credits: 3

IT 232 - Software Development w/C++.NET

This course teaches students how to design, implement and test applications in the C++ programming language. Topics include C++ data types, operators, functions, classes and inheritance. The course introduces students to issues associated with developing real-world applications by presenting several case studies. The concepts of object-oriented design and programming are covered. Offered as needed. This is a programming course.

Prerequisite(s): IT 135 or IT 145

Minimum Credits: 3

IT 241 - Human Factors in Cybersecurity

This course introduces students to the human factors present in cyber security related to ethics, integrity, practices, policies and procedures. Using a scenario-based approach, students will examine the human behaviors that could potentially cause a security threat and investigate how organizational policies and procedures can be developed to mitigate them.

Minimum Credits: 3

IT 242 - Intro to Geographic Information Systems

This course is designed to introduce the student into the exciting new world of mapping software. Mapping software has found many uses throughout government, universities, business, as well as in the public policy arena. Students will learn how to use mapping tools that are available with data driven web sites, as well as learn how to create their own maps with mapping software. Students will learn how to work with different kinds of data sets and how to incorporate them into customized maps for analysis and presentation.

Prerequisite(s): IT 100

Minimum Credits: 3

IT 251 - Intro to UNIX/LINUX Operating System

This course provides an introduction to the structure and functioning of the UNIX operating system. It is designed to give students a solid foundation in the design and organization of the operating system and to teach the basic set of UNIX commands. Offered as needed.

Prerequisite(s): CIS 201 or IT 201

Minimum Credits: 3

IT 252 - Information Technology Teams and Group Dynamics

This course focuses on group functioning and leadership and the factors involved in group cohesion and conflict, and communication systems with a focus on the IT enterprise.

Minimum Credits: 3

IT 261 - IT Service Management

The purpose of this course is to provide students with an understanding of the management of information technology, including the relationships of parties involved, the tools for IT process improvement, and best practices involved in the field. Students focus on the relationship among an IT organization, business customers, and users. They explore the customer's perspective of IT's contribution to the organization and they learn ways to communicate effectively with stakeholders. Students examine the relationships of IT service management to process improvement movements, for example, Six Sigma improvement methodology, total quality management (TQM), business process management (BPM), and Capability Maturity Model Integration (CMMI) standards.

Minimum Credits: 3

IT 270 - Web Site Design

This course serves as an introduction to creating interactive pages for the World Wide Web. Specifically, it will survey Internet concepts, network protocols and client-server communications. The course covers HTML, the language of the World Wide Web; the Document Object Model (DOM), essential to creating and manipulating elements of a Web page under program control; CSS, the syntax for building consistent styles and appearances across Web pages; and JavaScript, the programming language that cements the various technologies together to facilitate dynamic interactive elements. Offered every year.

Prerequisite(s): IT 135 or IT 145
Minimum Credits: 3
ESTM IPOC EGED

IT 303 - Design of Virtual Game Environments

This core topic addresses the fundamental ideas behind the design of electronic games as virtual environments. It touches on relevant formal fields such as systems theory, cybernetics, and game theory. Included are basics of interactive design, including interface design, information design and human-computer interaction. Emphasis is placed on how virtual game environments function to create experiences, including rule design, play mechanics, game balancing, social game interaction and the integration of visual, audio, tactile and textual elements into the total virtual game environment experience. Game documentation and play-testing are also covered.

Prerequisite(s): IT 207 or GAM 207
Minimum Credits: 3

IT 305 - Digital Game Development

To provide a technically well-founded introduction to game development using programming languages and various gaming editors. On completing this course, the student will have acquired a fundamental understanding of the Windows API, the use of sprites, animation and audio in an integrated game environment.

Prerequisite(s): IT 207 or GAM 207 or permission of instructor
Minimum Credits: 3

IT 315 - Object Oriented Analysis and Design

This course develops software systems engineering principles combining object-oriented design principles and methods augmented by computer assisted engineering (CASE) technology. The course involves use of the unified modeling language (UML) and, through the vehicle of a student group project, applies these elements to the system development life cycle. This course is writing intensive, as student project teams are required to submit a comprehensive project report and a PowerPoint presentation. Specialized Systems Development Computer Laboratory intensive and open laboratory intensive. Offered every year. Writing intensive course.

Prerequisite(s): CIS 200 or IT 210
Minimum Credits: 3

IT 320 - Network Security

This course provides an overview of network security defense techniques and countermeasures. Students will develop their communication and analytical skills through the discussion and debate of a variety of topics, such as cryptanalysis and attacks, safety of wireless connections, intrusion detection methods, and access control. They will engage in assignments designed to provide them with practical applications of content, such as the design and configuration of firewalls, traffic analysis and filtering, intrusion detection, statistical anomaly detection, and wireless security.

Minimum Credits: 3

IT 328 - Project Management in Information Technology

This course the projects management strategies specific to IT projects, cost/benefit analysis, responsibilities of key stakeholders, project planning, and tracking tools.

Minimum Credits: 3

IT 330 - Database Design and Management

This course covers the design and implementation of information systems within a database management system environment. Students will demonstrate their mastery of the design process acquired in earlier courses by designing and constructing a physical system using database software to implement logical design. Topics include data models and modeling tools and techniques; approaches to structural and object design; models for databases (relational, hierarchical, networked and object-oriented designs) CASE tools, data dictionaries, repositories and warehouses, Windows/GUI coding and/or implementation, code and application generation, client-server planning, testing and installation, system conversion, end-user training and integration and post-implementation review. Offered every year.

Prerequisite(s): IT 135 or IT 145

Minimum Credits: 3

IT 331 - Human Factors in Information Technology

This course addresses the importance of the development of IT applications and systems. Students will be exposed to HCI fundamentals including user and task analysis, human factors, ergonomics, accessibility standards, and cognitive psychology. Emphasis will be placed on user-centered methodologies in the development, evaluation, and deployment of IT applications and systems.

Minimum Credits: 3

IT 332 - Infrastructure Management

This course investigates the primary infrastructure components of modern information systems. In particular the course focuses on computer hardware and networking components, infrastructure troubleshooting methodologies and tools, and networking protocols.

Minimum Credits: 3

IT 335 - Security Principles

In this course, students will be exposed to the fundamental principles underlying cybersecurity and explore how the varying principles are employed to achieve secure solutions. Students will examine how security policies (e.g. mandatory access control, discretionary access control, integrity, availability) can be reliably implemented.

Minimum Credits: 3

IT 340 - Network and Telecommunication Management

This course provides an in-depth knowledge of data communications and networking theory, concepts and requirements relative to telecommunications and networking technologies, structures, hardware and software. Emphasis is on the concepts of communications theory and practices, terminology, and the analysis and design of networking applications. Management of telecommunications networks, cost-benefit analysis and evaluation of connectivity options are covered. Students can design, build and maintain a local area network (LAN). Offered as needed.

Prerequisite(s): CIS 201 or IT 201 and CIS 200 or IT 210

Minimum Credits: 3

IT 345 - Network Planning and Maintenance

In this course, students learn about the specifics of planning, maintaining, and auditing data communications and networks in an organization. Students engage in assignments focusing on business planning, long- and short-term planning, operations, maintenance, and forecasting. They also explore topological design, network synthesis, and

network realization.
Minimum Credits: 3

IT 349 - Database Administration

In this course, students identify the range of tasks a database administrator performs, including disaster recovery, performance analysis and tuning, data dictionary maintenance, data modeling and optimization, and database and user management and monitoring. They also assess the techniques, tools, and best practices used in managing a relational database. Students apply concepts presented in the course to practical exercises involving installation, management, performance monitoring, creation of users and user privileges, backup, and recovery.
Minimum Credits: 3

IT 355 - Web and Mobile User Experience

Designers strive to optimize the interaction between the user and the system to create a smooth and productive user experience. Students in this course focus on the particular challenges of creating user-centered mobile applications. They also investigate the design process deliverables used to communicate with clients, technical leads, and stakeholders.
Minimum Credits: 3

IT 370 - Web Server Design

This course is a follow-up to IT 270 and extends the concept of interactive Web pages to the server. Building on the students' knowledge of Web page elements and Visual Basic, this course introduces Active Server Pages (ASP) as the vehicle for manipulating and creating content from a Web server. The course progresses through the fundamentals of client-server interaction to e-commerce considerations, XML, and database connection/manipulation from a Web server using SQL, the Structured Query Language for relational databases. Offered as needed.
Prerequisite(s): IT 270 and IT 330
Minimum Credits: 3

IT 375 - Digital Graphics Design

This course presents digital graphic theory and develops skills that meet the design and technical requirements of professionally created digital images for World Wide Web commercial applications on a variety of platforms and Internet appliances. Each student develops a professional portfolio consisting of printed as well as CD-ROM material. Students also develop working Web sites that display their graphic design projects. Topics include design strategies, Web authoring environments, color calibration and aesthetics, special HTML tags, image mapping, style sheets, digital cameras and scanners, GIF animation and an introduction to Dynamic HTML. Offered as needed.
Prerequisite(s): CIS 100 or IT 100
Minimum Credits: 3

IT 380 - Cybersecurity and Information Assurance

This course explores the basic concepts in cybersecurity and information assurance. Topics include security policies, models, and mechanisms for secrecy, integrity, and availability of communications and information. The course also covers approaches to prevent, detect and recover from the loss of information, cryptography and its applications, vulnerability scanning, functions of a chief security officer software applications and web services for maintaining information security and security in computer networks and distributed systems.
Prerequisite(s): IT 330 and IT 340 or permission of instructor
Minimum Credits: 3

IT 385 - Information Technology Communications

The course focuses on the essential oral and written communication tools and strategies used when communicating in technology organizations, emphasizing on how to make information more usable and accessible to multiple audiences. Students will review how to develop includes functional specifications and proposals, training programs, technical illustrations, and web information architecture.

Minimum Credits: 3

IT 390 - Mobile Apps Design and Development

This course focuses on the techniques and tools necessary to achieve successful system implementation of mobile applications. Topics covered include managing the system implementation process, implementation design issues, how mobile application development is affected/constrained by existing software, techniques for writing quality code, techniques for testing code, understanding the role of proper documentation, and understanding, designing and managing implementation support functions. Students go through all the steps necessary to code, test and develop an actual mobile application. The course consists of a mix of lectures and hands-on laboratory work.

Prerequisite(s): IT 135 or IT 145 and IT 201, IT 210 or permission of instructor

Minimum Credits: 3

IT 412 - Cyberlaw and Ethics

This course stresses the social and professional context of IT and computing related to ethical codes of conduct. Students will examine the historical, social, professional, ethical, and legal aspects of computing in the 21st century.

Minimum Credits: 3

IT 415 - Advanced Information Systems Design

This is the first of a two-part capstone course for IT majors which covers the major methodologies used in Systems Analysis, Design, and Implementation. This course focuses mainly on the systems analysis part of the systems development process and emphasizes SDLC (Software Development Life Cycle). Different system development strategies are examined within the broader context of identifying and understanding the detailed stages the make up the systems analysis process. Students will learn how to a perform feasibility analysis, and to create a system proposal. Fact finding techniques used to determine system requirements will be identified and studied. Standard graphical modeling tools used in systems analysis will be covered: process modeling with data flow diagrams; data modeling with entity relationship diagrams; and object-oriented modeling using UML. The basic activities of project management are examined. Students will be assigned a systems development project case with concrete milestones, enabling the practical application of concepts presented in the course. This is a lab intensive course.

Prerequisite(s): IT 201, IT 315 and IT 330

Senior prereg status

Minimum Credits: 3

IT 420 - Advanced Information Systems Implementation

This is the second part of the Capstone course for IT majors. The student groups will implement and document the systems project designed in IT 415 using an appropriate computer programming language or database management system. The instructor and students critique all projects weekly. Offered every year.

Prerequisite(s): CIS 415 or IT 415

Minimum Credits: 3

IT 430 - 3-D Modeling and Animation

In this course students are introduced to a multitude of techniques in 3D graphics and animation as they master the many tools of 3D Studio Max. This hands-on computer course includes modifying primitives (simple, predefined geometry) and modeling new geometry with splines and mesh editing. Topics include creating and applying textures with ray tracing (reflections) and bump maps to 3D geometry. In addition, students learn how to animate geometry and textures. Virtual lights and cameras will be created by students to increase the realism and style of the created models. Students will learn how to add 3D animations and images to web pages, videos and printed documents. Students will also learn how to create virtual objects and figures for use in 3D games.

Minimum Credits: 3

IT 431 - Software Development in Distributed Systems

Students learn XHTML, including how to use image maps, frames, cascading style sheets and scripting languages. Various browsers will be introduced. Server-side development using CGI, ASP, ColdFusion and PHP for distributed applications will be covered. Server-side topics such as servlets and JSPs, along with Java and XML, will be introduced. Offered every year. Writing intensive course.

Prerequisite(s): CIS 200 or IT 210

Minimum Credits: 3

IT 450 - Artificial Intelligence

This course explores contemporary tools and principles of artificial intelligence that focus on Web commerce applications and business intelligence in particular. Topics include mining data for business intelligence and collaborative software agents that utilize resources on the Web to carry out tasks for individuals and organizations.

Offered as needed.

Prerequisite(s): IT 135 or IT 145

Minimum Credits: 3

IIRO

IT 460 - Machine Learning

This course will address the computational study of artificial systems that adapt to novel situations, discover patterns from data, and improve performance with practice through popular frameworks for learning, including supervised, reinforcement, and unsupervised learning. Students will examine a state-of-the-art overview of the field, emphasizing the core statistical foundations.

Minimum Credits: 3

IT 465 - Digital Multimedia Development

This course presents digital multimedia theory and develops skills that meet the design and technical requirements of professionally created multimedia for World Wide Web commercial applications on a variety of platforms and Internet applications. Each student develops a professional portfolio consisting of CD-ROM material. Students also develop working Web sites that display their multimedia projects. Topics include sound, animation, video, interactivity and multimedia distribution. Offered as needed.

Prerequisite(s): IT 375 or GRA 310

Minimum Credits: 3

IT 467 - Digital Commerce and eBusiness

This course is a comprehensive survey of the principles, techniques and implications of digital commerce and e-business. It covers the entire spectrum of Web-centric forms of communication and trade amongst commercial, industrial, institutional, governmental, employee and consumer participants and partners. Topics include: e-business models, security, privacy, ethics, major Internet tools and architectures behind digital commerce. Students use a Web development tool to build and post a site. Offered as needed.

Prerequisite(s): IT 100 or permission of instructor

Minimum Credits: 3

IT 489 - Information Technology Portfolio Planning

This course represents the integration of previous coursework and practical experience with a focus on authentic demonstration of competencies outlined by the program. Students will present a portfolio containing a collection of performance-based artifacts combined with metacognitive reflection and a professional statement of purpose that reflects their ability to make globally, socially, and ethically responsible information technology and systems decisions that are in line with legal and organizational policy requirements. The course will be structured around this critical task so that students have the appropriate support and resources required to be successful. The course culminates in a finished digital portfolio designed to be accessible via the Internet.

Minimum Credits: 3

IT 490 - Information Technology Internship

The consent of the program coordinator/department chair, the school dean and the Career Development Center are required for this course. Offered every year.

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

IT 500 - Information Technology

This course focuses on the many ways information technology is incorporated within contemporary organizations and used to achieve a competitive advantage in the national and international marketplace. The interrelationships between information technology, management and organizations are emphasized. Management of the system development process and the tools and methods used to produce quality information systems also are studied.

Background preparation: 3 credit hours in information technology or equivalent. IT 500 cannot be taken for credit or as an elective if IT 510 has been completed.

Minimum Credits: 3

IT 503 - Digital Commerce and eBusiness

This course is a comprehensive survey of the principles, techniques and implications of digital commerce and e-business. It covers the entire spectrum of Web-centric forms of communication and trade amongst commercial, industrial, institutional, governmental, employee and consumer participants and partners. Important areas such as e-business models, security, privacy and ethics are covered along with the major Internet tools and architecture behind digital commerce. Students use a Web development tool to build and post a site and learn what an organization must do to effectively use e-commerce to achieve a competitive advantage.

Prerequisite(s): IT 500 or IT 510 or permission of instructor

Minimum Credits: 3

IT 505 - Core Technologies

This course familiarizes students with the basic concepts of information systems to strengthen their knowledge of hardware and software systems, including supporting information technology infrastructures. Students will gain an understanding of the application of fundamental information technology competencies related to computer networks, software and delivery systems for delivering products and service within an enterprise to customers, suppliers and clients. Additionally, students examine the skills and dispositions that shape their professional identities.

Minimum Credits: 3

IT 510 - Advanced Information Technology

This course focuses on the principles and practices underlying the analysis, design, implementation and management of information technology systems. Topics include information system development methodologies, systems planning, requirements analysis, systems implementation, software engineering, project management, and interface, database and process design.

Prerequisite(s): IT 511

Minimum Credits: 3

IT 511 - Object Oriented Application Development

This course provides a comprehensive introduction to the principles and practices of object-oriented software development and provides a foundation for developing quality software. Students develop skills in applying object-oriented concepts to solve software problems and implement solutions. The course also teaches the concepts and design of algorithms for problem solving and includes the topics of data structures as they are related to the algorithms that use them. The course provides the technical foundation necessary to handle the material covered in the subsequent IT courses.

Minimum Credits: 3

IT 515 - Innovations in Information Technology

In this course, students strengthen their understanding of leadership theory and ethical frameworks in the context of a technology enterprise. Students will apply this understanding to business cases that reflect the need for innovative technology solutions in today's workplace in order to transform the thinking of an organization when change is required or to develop ideas that enable new business strategies.

Minimum Credits: 3

IT 518 - Game Design and Development

An introduction to tools and techniques used in computer game design and development, and applications for entertainment games, serious games, and business simulations. Includes an analysis of the concepts and tools used computer game artificial intelligence, interaction of three-dimensional objects, story-boarding, and other areas. Students will have the opportunity to work with computer game engines, editors, and programming languages used in the professional game development community.

Minimum Credits: 3

IT 520 - Technical Communication

The course focuses on the essential oral and written technical communication skills needed for producing technical documentation and presentations in many different forms for varying business situations. The course enables students to understand the needs of stakeholders in order to develop different technical documents such as white papers, design specifications, project plans, test plans, user manuals, etc. The ability to communicate research

findings using appropriate academic formatting will also be addressed.

Minimum Credits: 3

IT 548 - Information Security

This course provides students hands-on information security training as future executives, network professionals, system administrators and consultants. It explores the basic concepts in information security policies, models, and mechanisms for secrecy, integrity, and availability. Topics include approaches in an organization to prevent, detect and recover from the loss of information; cryptography and its applications; and security in computer networks and distributed systems.

Minimum Credits: 3

IT 549 - Foundation in Information Assurance

This course explores the basic concepts and prepares students with the foundation skills for the protection of networks, communication, and data, as well as the knowledge base for planning, implementing, and managing enterprise level security and system integrity. Topics include approaches in an organization to prevent, detect and recover from the loss of information, cryptography and its applications, security in networks and distributed environments. This course is Lab Intensive.

Prerequisite(s): IT 500 or IT 510

Minimum Credits: 3

IT 550 - Management of Information Technology

This course is a detailed introduction to the major issues underlying the successful management of information technology in contemporary organizations. The course covers three major areas: (1) The interrelations between organizational structure and process, and the adoption of new information systems technologies; (2) The actual management of the IT function within the organization; and (3) IT project management which focuses on the operational steps in designing and carrying out specific IT projects. The course makes extensive use of case studies. The focus is on both national and global perspectives. Students write a research paper on the business impacts of emerging IT trends.

Prerequisite(s): IT 500 or IT 510

Minimum Credits: 3

IT 552 - Human Factors in Security

This course examines the human factors present in cyber security related to ethics, integrity, practices, policies and procedures. Using a scenario-based approach, students will examine the human behaviors that could potentially cause a security threat and investigate how organizational policies and procedures can be developed to mitigate them.

Prerequisite(s): IT 549

Minimum Credits: 3

IT 560 - Database Application for Data Analysis

This course focuses on business problem analysis to determine data needs, and focuses on developing problem solutions. Solutions consist of creating databases and using software tools to manipulate them in order to extract useful information for business decision support. Students learn how to construct interfaces to enter and retrieve data from large databases. Various types of data analyses are covered as well as database security issues from the user perspective.

Prerequisite(s): IT 500 and IT 510

Minimum Credits: 3

IT 600 - Operating Systems

This course focuses on computer architecture and the operating systems of digital computers. Students learn about the operational methods of hardware; the services provided by operating systems' software; acquisition, processing, storage and output data; and the interaction between computers. Topics include widely used operating systems such as DOS, Windows, and UNIX.

Prerequisite(s): IT 511 and IT 510

Minimum Credits: 3

IT 610 - Object-Oriented Systems Analysis

This course focuses on the systems analysis tools and techniques that underlie the development of information systems. Object-oriented analysis is emphasized. The course examines approaches for establishing the scope of a system, capturing and modeling information gathered during analysis, and managing and controlling project development. Students will get a working understanding of the methods for developing and specifying application system requirements. CASE tools will be used to develop system models.

Prerequisite(s): IT 511 and IT 510 or permission of instructor

Minimum Credits: 3

IT 618 - System Design and Analysis

Throughout this course students will learn concepts around systems analysis and design theory, data modeling and process modeling theory. Students will learn how to effectively gather data, examine workflows and processes and work toward achieving a balance of process, efficiency, technology and quality care. This course includes a group project.

Minimum Credits: 3

IT 620 - Object-Oriented Systems Design

This course focuses on the principles required for developing object-oriented information systems. Topics include the principles of object orientation, including objects and classes, encapsulation, inheritance, polymorphism and communication with messages. Also covered are class hierarchies, abstract and concrete classes, model and view separation, design patterns and visual development. This course provides hands-on experience with object-oriented development environments.

Prerequisite(s): IT 511 and IT 510 or permission of instructor

Minimum Credits: 3

IT 625 - Information Technology Project and Team Management

This course introduces the students to the principles and practices necessary to be an effective IT project manager. The course covers project scope, time, cost, quality and human resource management techniques as applied to the kinds of project management problems and issues unique to the IT environment. Students learn how to design an actual IT project structure and will obtain hands-on experience using project management software. Emphasis is on the techniques of project management, leadership, teamwork and project risk management as applied to the IT environment. Case work is an important part of this course.

Prerequisite(s): IT 511 and IT 510 or permission of instructor

Minimum Credits: 3

IT 630 - Computer Simulation and Modeling

This course focuses on the theory and practice of discrete system simulation. Topics include simulation/modeling techniques and methodologies illustrated by business and industrial applications such as computer and network modeling, manufacturing simulation and queuing systems. Queuing theory and input/output statistical analysis are included. Modeling software is used.

Prerequisite(s): IT 511 and IT 510 or permission of instructor

Minimum Credits: 3

IT 640 - Telecommunications and Networking

Telecommunications is a business resource that must be well managed. This includes the technical aspects and the application of telecommunications technology to solve specific business problems and enhance the strategic position of a business enterprise. Topics include the importance of telecommunication in today's business environment, the analysis, design and implementation of telecommunications systems, the scope of the telecommunications industry and current trends; telecommunications hardware, the OSI network model, networking technologies and telecommunications software, protocols and standards.

Prerequisite(s): IT 600

Minimum Credits: 3

IT 641 - Telecommunications for Business

This course is an introduction to telecommunications technology, standards, policy and strategy for business managers in a global environment. Topics covered include the basics of data communications and networking, uses and applications of telecommunications and the convergence of data communications and other types of communications. These include phone, multi-media and other systems. Technology and standards of telecommunications are covered in this course from the perspective of business managers.

Prerequisite(s): IT 500 or IT 510 or permission of instructor

Minimum Credits: 3

IT 642 - Information Security Management

Information Security Management will provide the techniques and skills necessary to build, review or revise an Information Security Organization using a combination of policies, architecture, risk assessments and business goals. These skills are necessary for organizations that have a need to protect information which is necessary in order to keep the business viable. Topics include risk management, project management and staff development. This course is Lab Intensive.

Prerequisite(s): IT 549

Minimum Credits: 3

IT 643 - Network Assessment and Defense

This course covers the fundamental skills and knowledge in evaluating internal and external threats to network security and design, how to enforce network level security policies, and how to ultimately protect an organization's information. It includes a broad range of topics from secure network fundamentals, protocols and analysis, standards and policy, compliance and operational security; threats and vulnerabilities; application, data and host security, access control and identity management; and cryptography. Students who have completed the course will have a full understanding of defensive measures taken to secure their organization's information, and along with the proper knowledge necessary to comprehend overall network security posture and the basic practices in vulnerability assessment. This course is Lab Intensive.

Prerequisite(s): IT 549

Minimum Credits: 3

IT 645 - LAN Design, Implementation and Management

This course studies the theory and application of the design and construction of Local Area Networks (LANs) network topology, standards, protocols and media, network operating systems, LAN servers and workstations, LAN application software, and network printing and management. Students learn how to plan, install, troubleshoot and evaluate a LAN. A course project involves building a LAN, installing hardware and software and managing the LAN for best performance. Students also evaluate and compare different network operating systems.

Prerequisite(s): IT 510, IT 600 and IT 640 or permission of instructor

Minimum Credits: 3

IT 647 - Web Site Construction and Management

This course is an introduction to the construction and management of interactive Web sites. It involves technical issues such as standards, HTML/ XML, scripting, embedded rich media and database connectivity; design issues such as audience analysis, content organization, accessibility, page layout, styling and templates and management issues such as organizing, branding, managing and marketing the Web site. The course focuses on designing Web sites with creative interfaces, aesthetic style, functional structure and navigation. There is equal emphasis on technical proficiency, creative comprehension and management concepts. This course does have hands-on labs.

Prerequisite(s): IT 500 or IT 510

Minimum Credits: 3

IT 648 - Advanced Website Design and Management

This course covers the methodologies that are used to drive traffic to websites and how to make websites profitable. In addition, methods of monitoring websites, such as counting users/viewers, click-throughs and more are explored. Students will examine how to gather statistics about website usage, demographics and other data relative to site popularity. This course also focuses on the creation of websites that serve diverse purposes, such as marketing, customer service, recruitment and more, including websites with international audiences. The differences between general and secure sites and the linking of diverse websites also will be explored.

Prerequisite(s): IT 505 or IT 510

Minimum Credits: 3

IT 649 - Interface Design for Websites

This course expands the student's basic knowledge of web page and website development by providing in-depth focus on designing web applications with the user in mind. Students gain knowledge about how human factors relate to interface design. Guidelines for determining design problems and strengths, usability assessments, and best practices for common functions such as web navigation, menus, scrolling, graphics and icons are explored.

Minimum Credits: 3

IT 650 - Principles of Database Design

This course is a study of the design, development and implementation of database management systems (DBMS) that emphasizes relational DBMS architecture using SQL. Students will design and implement projects and complete case exercises as they are introduced to new developments in data- base design.

Prerequisite(s): IT 511 and IT 510

Minimum Credits: 3

IT 655 - Database Application Development

This course focuses on how to develop advanced, multi-user database applications using ORACLE. Hands-on project work is stressed. Students will learn advanced administration techniques and ways to handle run-time errors and optimize database processing by manipulating system parameters.

Prerequisite(s): IT 500 or IT 510 or permission of instructor

Minimum Credits: 3

IT 657 - Enterprise Resource Planning

This course combines the practice of business management with information technology at the point where technology integrates with fundamental business skills that support business objectives. Students will examine business management best practices and enterprise systems in organizations that support business functions. Emphasis will be placed on how information technology can support and enable integration of technology and business process re-engineering.

Minimum Credits: 3

IT 659 - Cyberlaw and Ethics

This course addresses ethical and legal issues related to e-commerce and e-business. Students will investigate government approaches to content control and rights, access and jurisdiction regarding personal information, digital property, U.S. and international law, antitrust law, fraud and more.

Minimum Credits: 3

IT 660 - Artificial Intelligence

Students study the concepts, techniques, applications and implications of artificial intelligence theory and technology. The course also focuses on the applications of rule-based expert systems in business, industry and government. Topics include knowledge representation and acquisition, heuristic search in problem solving and game playing, genetic algorithms, fuzzy logic, neural networks, automatic deduction and logic programming. Students create expert systems using Prolog.

Prerequisite(s): IT 500 and IT 510

Minimum Credits: 3

IT 665 - Client/Server Systems

This course focuses on the elements and methodologies used in the development of client server applications. Students design and build client applications that manipulate data in a shared database environment on a network. Topics include user interface design, object-oriented design, data management and data security. Theoretical concepts are reinforced with applications. The course is project-oriented, with students implementing projects using a front-end application development language.

Prerequisite(s): IT 500 or IT 510 or permission of instructor

Minimum Credits: 3

IT 675 - Data Warehouse Concepts and Design

This course presents the principles of design, development and implementation of Data Warehouse DBMS based on the dimensional modeling architecture. Data warehouse management issues will also be examined, along with an introduction to data mining as a tool for analytical decision support. Students will design and implement a data warehouse architecture.

Prerequisite(s): CIS 650 or IT 650

Minimum Credits: 3

IT 700 - Information Technology Strategy & Policy

This is the capstone course of the IT master's degree program and is designed to provide in-depth understanding of the central role of information technology in the contemporary business environment. Students develop an understanding of the strategic uses of information technology from a business perspective at the enterprise level. Students also learn how to manage the introduction of new information technologies in the firm. They learn how to harness the power of these new technologies, enabling them to make better decisions and more effectively manage their organizations. Students conduct an extensive research project on the business impact of emerging technologies.

Prerequisite(s): IT 510, IT 600, IT 610, IT 625, IT 630, IT 640 and IT 650 or permission of instructor

Minimum Credits: 3

IT 710 - Information Technology Internship

This course is to enable the School of Business graduate students to gain valuable work experience within the field of Information Technology. The objective is to give the students an opportunity for practical application of Information Technology business concepts learned in classes and complement the course work taken. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - completing a minimum of 150 hours on the job per 3 credits.

Prerequisite(s): Grad Internship only

Minimum Credits: 3

Interdisciplinary Studies

IDS 400 - Diversity

This course aims to broaden and deepen students' understanding, experience, and critical thinking skills with regard to cultural differences and cross-cultural interactions. Students will analyze diversity through the disciplines of socio-economics, physical anthropology, biology, geography, and arts and the humanities. Intercultural competence, a lifelong learning process, is introduced as a crucial skill set and benefit to the individual, interpersonal relationships, organizations, and society. Analyzing the role of culture in today's world, developing culturally responsive practices, and understanding the benefits and challenges of diversity will be emphasized.

Prerequisite(s): ENG 122 and ENG 123 - contact your advisor to register

Minimum Credits: 3

ICOC

IDS 401 - Global Society

This course aims to expand upon students' understanding, experience, and critical thinking skills, connecting the roles of the individual at the local, national, and global levels. Students will be analyzing global issues that affect different aspects of identity - individual, national, and global - through the lenses of economics, political science, technology, and business, among other disciplines. Increased global awareness, an important knowledgebase for the 21st Century individual, is emphasized to prepare students for personal and professional relationships with individuals, groups, and organizations that present themselves through a global network. Analyzing the challenges of shifting from local to global, researching the relationship of technology and society, and understanding the importance

of the individual in relation to a global society will be emphasized.

Prerequisite(s): ENG 122 and ENG 123 - contact your advisor to register

Minimum Credits: 3

ICOC

IDS 402 - Wellness

This course aims to engage students in an integrative exploration of emerging issues and topics in wellness across several disciplines. In addition to psychology, students will analyze wellness through the lenses of biology, sociology, economics, health, and philosophy, among other areas. Students will develop the skills to examine wellness from an individual perspective as well as investigate issues surrounding wellness in contemporary society. Definitions of ability and disability, research and analysis of wellness goals, and the relationship between mind and body are emphasized to increase awareness of personal and public wellness.

Prerequisite(s): ENG 122 and ENG 123 - contact your advisor to register

Minimum Credits: 3

ICOC

IDS 403 - Preparing for the Future

In this course, students will analyze the role of technology in shaping the world, advancing social and political change and influencing cultural and geographical behavior. This course will explore how both individuals and society interact with technology in the areas of communications (social media), humanities (popular culture), geography, biology, and economics, among other disciplines. This course is meant to have an open-ended philosophy around what the "future" might look like according to various research methodologies across disciplines. Students will prepare by developing strategies for using technology to help them meet goals, in both the personal and professional realms.

Prerequisite(s): ENG 122 and ENG 123 - contact your advisor to register

Minimum Credits: 3

ICOC

International Business

INT 113 - Introduction to International Business

This course is the foundation for business in a global context with an emphasis on applications. It offers a survey of fundamentals and principles of management in the context of globally oriented firms and primarily presents an assessment of the differences between business in domestic and international context. The course explores fundamental issues in business in an increasingly interdependent world; including management principles and techniques in a global context. Themes constituting fundamentals of international business such as economic, political, cultural and social environment of business; organizations that facilitate international business and organizational structures; trade theory; government influence on trade; international business modalities and entry strategies into foreign markets, global financial system as well as the emerging issues related to international business; are also explored.

Minimum Credits: 3

EGED IGSO

INT 309 - Legal Environment of International Business

The course is designed to provide students with an overview of the areas of public and private international law that affect international business activities. The United Nations Conventions on International Sale of Goods will be given particular attention. Not available every semester.

Prerequisite(s): INT 113

Minimum Credits: 3

INT 311 - International Human Resources Management

This course will examine and explore key issues that are critical to the successful utilization of a multicultural workforce. These include the international staffing process, identifying unique training needs for international assignees, reconciling home-country and host-country performance appraisal systems, identifying the characteristics associated with a good compensation program and exploring the major differences between labor relations in the U.S. and Europe. Most students interested in international human resource management should normally have already taken OL 215, a course in domestic human resource management, or some preliminary introduction to the world of international law, government, economics and marketing. Offered every other year.

Prerequisite(s): ADB 125 or OL 125

Minimum Credits: 3

INT 315 - International Management

This course introduces students to the management of global operations. It covers the major functional areas of management as they are practiced in a multinational corporation. This includes participation, organization, financial management, production and marketing strategies, human resource development, communications and control and the formation of strategic alliances. The course uses texts, simulations and cases. Global marker.

Minimum Credits: 3

INT 316 - Cultural & Political Environment of International Business

This course introduces students to such primary cultural factors as religion, language, values, technology, social organization and political environment that affect U.S. firms doing business outside of the United States. Students learn the significance of identifying and assessing the importance of these factors so they can more effectively manage in the international environment. A variety of international environments will be studied. The course uses text, cases and exercises. Global marker.

Minimum Credits: 3

IGSO

INT 335 - Importing & Exporting in International Trade

The primary focus of this course is "How to Get Started Building an Import/Export Business." This course introduces students to many complexities of building an import/export business, including economics and politics, planning and negotiation, foreign currency transactions, shipping and insurance, documentation and the intricacies of exporting from and importing to the United States. Offered every other year.

Prerequisite(s): INT 113

Minimum Credits: 3

INT 400 - International Business Project

This course is designed for those students who are pursuing a major and those that have definite interest in carrying out a career in International Business as well as those who seek to broaden their knowledge in the field. Explicitly, the course will introduce students to the contemporary issues and challenges faced by managers of Multinational Corporations in the International Business setting. The course will give students the opportunity to work in teams by focusing on a practical approach to learning. It will provide students with skills that can facilitate their entry into a job market in International Business or related field at various levels of expertise.

Prerequisite(s): INT 113

Minimum Credits: 3

INT 433 - Multinational Marketing

This course covers the development of international marketing programs from the determination of objectives and methods of organization through the execution of research, advertising, distribution and production activities. International similarities and differences in marketing functions as related to the cultural, economic, political, social and physical dimensions of the environment are examined. Also considered are the changes in marketing systems and the adoption of marketing philosophies and practices to fill conditions in different countries. Offered as needed. Global marker.

Prerequisite(s): MKT 113 and ECO 202

Minimum Credits: 3

INT 440 - Emerging Trends in International Business

This course is designed to be a survey of the emerging trends in international business. Class analysis will focus on both the macro- and micro- environments of the global arena. Major emphasis will be placed on regional economic integration, inter-regional trade, corporate strategic global perspectives and other major contemporary issues facing global managers today. Offered as needed. Writing Intensive Course.

Prerequisite(s): INT 113

Minimum Credits: 3

INT 441 - Licensing and Negotiations in the International Arena

This is an overview course surveying the licensing of intellectual property with a special focus on the international arena. Emphasis will be placed on the nature of intellectual property, licensing theory and practice, licensing negotiations, license drafting, and license implementation and administration after the completed agreement. Offered as needed.

Prerequisite(s): INT 113 and ADB 125 or OL 125

Minimum Credits: 3

INT 600 - Multinational Corporate Management

This course is an introduction to the nature of international operations and issues of management for multinational activities, with particular emphasis on the cultural, political, economic and physical dimensions of foreign nations.

Minimum Credits: 3

INT 601 - Global Entrepreneurship

This course explores the entire process of engaging in entrepreneurial activities in the global arena. The course covers in detail five essential areas of business development in the global market: Fundamentals and Identifying Opportunities, Valuation and Risk Management, Mobilizing Resources, Managing Contingencies and Changing Contexts, and Growth, Harvesting and Exit of businesses. Each of these areas will be covered in detail and supported with actual global case studies to enhance the learning of concepts. Students will test their skills by researching the creation of a global company.

Minimum Credits: 3

INT 605 - Introduction to International Business & Information Technology

Students are introduced to the theories of globalization with emphasis on the impact of information technology. Through case analysis and group research, students will explore the impact of information technology on the operation of the multinational firm.

Minimum Credits: 3

INT 610 - Multinational Corporate Environment

This course is a survey of economic, social and political relationships among and within nations, and their impacts upon corporations that operate in an international context.

Minimum Credits: 3

INT 620 - Multinational Corporate Finance

This course is a study of the problems of financing and reporting international operations. The evaluation of risk and funding strategies in international monetary relationships are emphasized.

Minimum Credits: 3

INT 621 - Advanced Multinational Financial Management

The course focuses on global company's short and long term financing and investment decisions as well as measurement and management of exchange rate and international interest rate risks. A range of advanced international finance techniques and their institutional setting are introduced throughout the course and students are exposed to practical applications through case studies and other experiential learning techniques.

Prerequisite(s): INT 620

Minimum Credits: 3

INT 625^ - International Project Finance

[^] *Inactive Course* This course is the application of modern financial theories and tools to international project finance. It focuses on differences between corporate and project finance. It discusses issues related to appropriate discount rate for international projects, real option application, project risk analysis, financing structure and governance structure.

Prerequisite(s): FIN 500, INT 610 and INT 620

Minimum Credits: 3

INT 640 - Multinational Market Strategies

This course involves the study of the issues involved in identifying developing relationships with international markets.

Minimum Credits: 3

INT 650 - International Trade and Competitiveness

Students in this course examine the conceptual and practical aspects of international trade and competitiveness. Theories of international trade, commercial policies and ways to improve international competitiveness are studied.

Minimum Credits: 3

INT 655 - Understanding Emerging Markets

This course is designed to provide a unique international business experience to students through an experiential learning process structured around a required international field trip. The course combines an online preparation stage where students theoretically examine the forces underlying political and economic dynamics in emerging markets with a live case study conducted through a field trip to one or two designated emerging market economies. Through an in depth analysis of cultural, political and economic factors encapsulated in these two stages, students will learn about critical strategic issues and operating challenges as well as business conditions of emerging markets and develop perspectives on managerial issues and gain essential skills for success.

Prerequisite(s): INT 610

Minimum Credits: 3

INT 660 - International Negotiations

The issues and problems inherent in conducting business across different cultures are examined in this course. Students develop skills and strategies needed for effective negotiation with people from different cultures and societies.

Minimum Credits: 3

INT 675 - International Corp Governance & Control

Students in this course will develop an expertise in the area of international corporate governance and control and become familiar with the research tools being used in the discipline. Students will have the opportunity to conduct research and present an original research paper in an area of interest within the field.

Prerequisite(s): INT 610

Minimum Credits: 3

INT 695 - Seminar in International Business and Information Technology

This capstone course is designed to provide a practical application of the concepts and theories of how to apply information technologies to international business problems. Focused on how information technology can be used to solve contemporary global business issues, students will gain a real-world perspective through project work.

Prerequisite(s): IT 550, IT 647, INT 605, INT 640, INT 660 and INT 700

Minimum Credits: 3

INT 700 - Multinational Business Strategy

This is a capstone course for the international business certificate. The course integrates various aspects of international business and focuses on the formulation of international business strategy. Case studies that cut across various functional disciplines are emphasized.

Prerequisite(s): INT 610

Minimum Credits: 3

INT 710 - International Business Internship

The primary goal of the internship experience is to expose graduate students to actual practices in the world of work outside of the classroom, to relate this experience to academic course work and to synthesize the two in a practical application of knowledge in an experiential setting. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - Term 1, Term 2, Term 3 or Term 4 - completing a minimum of 150 hours on the job per 3 credits.

Prerequisite(s): Grad Internship only

Minimum Credits: 3

INT 750 - Seminar in Multinational Business

This course focuses on current issues in international business. It provides students with an opportunity to research topics of interest in international business. It is recommended that students take this as one of the last courses in the Master of Science in international business program. This course is required for the D.B.A. in international business

program.

Prerequisite(s): INT 600 and INT 610

Minimum Credits: 3

Justice Studies

JUS 101 - Introduction to Criminal Justice

This course covers the nature, scope and impact of crime in the United States, independent and interdependent operations and procedures of police, courts and corrections, and introductory theories of crime and delinquency. The course introduces the justice model in a systematic way whereby students delve into the numerous components of the justice system including law enforcement, legal and judicial process and correctional operations. Career opportunities will be fully covered throughout the course.

Minimum Credits: 3

IAME

JUS 102 - American Policing

An introduction to the police system in America, which is the gateway to the criminal justice process. Topics considered include the historical foundations of police processes, occupational roles and tasks of law enforcement, and the nature and designs of typical, as well as innovative, police systems. Perennial problems of policing, particularly as it relates to community interaction, are also essential components of the course.

Minimum Credits: 3

JUS 103 - Correctional Systems

This course examines the management, structure, and organizational design of correctional institutions. Correctional planning, construction, program evaluation and community interaction will be considered and improvement strategies for correctional operations will be debated and critiqued. The course provides a broad based overview of the correctional system which incarcerates and confines, treats, and reclaims criminal personalities and protects and serves the state and the community by removing threats to the social order.

Minimum Credits: 3

JUS 104 - Introduction to Security

A basic overview of private sector justice is the course's chief aim. Types of security operations and functions comprises much of the course coverage including perimeter and physical security, intelligence gathering, retail and industrial security, terrorism and executive protection as well as security in select business and industrial centers. Careers, regulation and licensure, and the debate on professionalization are other areas of major intellectual concern.

Minimum Credits: 3

JUS 111 - Introduction to Criminalistics

This course is designed to introduce students to concepts of forensic science with an emphasis on the recognition, identification, individualization, and evaluation of physical evidence by applying the natural sciences to law-science matters. Basic scientific principles used in the practice of forensic science and types of evidence, physical evidence in particular, will be discussed. It provides useful information on how scientific truth is used to solve cases and protect the innocent, how increased scientific information and technology could create a safer society, and how that information and technology could be used to create a less free society. Examining the role of forensic science in criminal and civil investigations where questions regarding the interpretation of physical evidence are crucial and will

be discussed.

Minimum Credits: 3

JUS 201 - Criminal Investigation

This course is a comprehensive examination of civil and criminal investigations in both public and private modes, including most major felony processes and relevant civil actions. Focus is on the fundamentals of the investigative process and the range of skills necessary for successful performance and management of investigations, including evidence gathering and analysis, witness assessment, field techniques, and linkage between investigative and prosecutorial agencies.

Minimum Credits: 3

JUS 202 - Industrial and Retail Security

This course covers a wide array of issues relevant to the protection of industrial, retail and commercial interests, including administrative and managerial aspects of the security field in both the public and private sector; consideration of unique security management problems arising from labor disputes, demonstration, civil disorders and riots, white collar and organized crime and industrial espionage. Management issues peculiar to organizations which operate under constraints imposed by federal and state regulatory agencies is also dealt with. Tactical steps and strategies to combat the various forms of criminality in the commercial marketplace will be analyzed and discussed.

Minimum Credits: 3

JUS 211 - Organized Crime

A complete examination of the dynamic referred to as 'organized crime' commencing with its historical underpinnings. Specific crimes, like racketeering, extortion, bribery, official corruption, graft, drugs, prostitution and other illicit trafficking will be analyzed. Investigative techniques and prosecutorial strategies that relate to the identification and elimination of organized crime are a major component of the course content.

Minimum Credits: 3

JUS 215 - The Victim and the Justice System

This course will examine issues surrounding the central character in a criminal act - the victim. Contents are designed to develop an understanding of what it means to be victimized, including the physical, psychological, and economic impact of crime upon victims, their families, and society in general. Special consideration will be given to specific victim populations (i.e. survivors of homicides, sexual assault, and family violence), secondary victimization by the criminal system, victim assistance programs, and future trends in this field. A full review of how the American justice system has responded to the needs of victims is part of the course content and includes a look at victim testimony at sentencing and parole and probation hearings, victim notification, Meghan's law, victim advisory and protection services, and other means in which the judicial system assures victim participation during the adjudicative phase.

Minimum Credits: 3

JUS 224 - Legal and Justice Research Methods

A criminal justice exploration of the specialized methods and sources of legal and justice research in these areas. Justice publications and resources, case collections, computer-assisted research, constitutional materials, legal history, legal periodicals, legislative history, practice and procedures, and social science materials related to law. Application of legal research strategies will be required.

Minimum Credits: 3

JUS 261 - Judicial Administration

An examination of the American judicial system, highlighting state, local, and federal tribunals, including an assessment of their hierarchy, subject matter jurisdiction, and administration. Also reviewed will be judicial reasoning, judicial process and the chief personnel responsible for judicial operations. More particularly the course will expose the various phases inherent in civil and criminal litigation including the concepts of jurisdiction, venue, parties and the pleadings that guide advocacy. Typical case calendars and dockets will be examined throughout the course so that students may acquire a complete understanding of the litigation process.

Minimum Credits: 3

JUS 305 - International Criminal Justice

This course compares and contrasts the criminal justice system of the United States with the systems of other countries on a substantive and procedural basis. A thorough examination of other cultural models of law and justice in order that differences in justice processing and definition become apparent. Some emphasis is placed on international policing and legal enforcement, whether through INTERPOL, treaty or other regulation.

Minimum Credits: 3

IGSO

JUS 309 - White Collar Crime

This course considers crime committed by corporations as well as white collar criminals; how such crimes are defined, who commits or is victimized by it, which moral, ethical, legal and social contexts promote it and how society responds. Procedural and policy considerations in the investigation and enforcement of relevant statutes will also be covered, including the concept of legal privilege, the role of the grand jury and other pre-trial processes, evidentiary questions, litigation strategies, and potential sanctions and other punishments.

Minimum Credits: 3

IETH

JUS 325 - Law, Justice and Family

A full-fledged review of the justice system's response to the establishment and maintenance of family in the American culture. How the family is defined, its heritage of rights and protections and the differentiated roles of parent and child are central considerations. Further review includes a look at family dissolution, divorce, custody and support disputes and the ongoing problems of visitation. The emerging problems of spousal and child abuse will be keenly analyzed and how the legal systems provide protection from these abuses will be closely scrutinized.

Minimum Credits: 3

JUS 331 - Juvenile Justice System

This course covers the juvenile justice system, with special emphasis on the way it procedurally differs from adult offender adjudication. The parts of the juvenile justice system, hearings, due process standards and constitutional mandates are fully reviewed. Status offenders and other youth classifications are considered, together with a historical summary of juvenile court philosophy. New trends in the procedural disposition of juveniles especially transfer to adult jurisdiction, types of punishment, suitability of the death penalty are discussed.

Minimum Credits: 3

JUS 335^ - Private Security Law

[^] *Inactive Course* A focused examination familiarizes students with the origins and development of private security, with an emphasis on defining security's role in the administration of justice, its historical underpinnings, types of

security services in the American marketplace, and the legal aspects of private sector justice. Further considerations are regulation, licensing, the civil and criminal liability of security personnel, and the ongoing constitutional debate that surrounds private security enforcement. Exactly how private sector justice operatives are legally liable for their conduct, as compared with the public justice official, is a major feature of the course design.

Minimum Credits: 3

JUS 345 - Probation and Parole

This course examines the theory and practices of probation and parole with juvenile and adult offenders, including: release philosophy, bail and petition, hearings on grant, revocation or denial, alternative community based corrections and legal issues that emerge in award revocation or imposition of probation and parole.

Minimum Credits: 3

JUS 351^ - Civil Liability of CJ Personnel

^ Inactive Course A comprehensive examination of civil law issues, often witnessed in a justice agency, brought about by justice personnel in the performance of their duties. Examples include civil rights violations, consequences of excessive force, assault and other tortuous conduct, negligent hiring, retention and entrustment, defamation and slander and dereliction of duty. Course employs a series of actual litigations involving civil liability in police departments, tracing the original infliction of harm through the jury verdict. Defense strategies to citizen actions are provided.

Minimum Credits: 3

JUS 375 - Criminal Law

An introduction to substantive criminal law that reviews the social, philosophical, and legal foundations of criminal codification. In addition, the course covers the historical development of criminal law in the U.S. Other subject matters include parties to crimes including principals/accessories, criminal capacity, criminal elements, e.g. mens rea, actus rea, and the specific crimes against person, property, and public order. Lastly, the course captures criminal law from the defendant's perspective by reviewing the accuser's mental states, potential defenses and uses of mitigation.

Minimum Credits: 3

JUS 376 - Criminal Procedure

A procedural law course which includes a review of the law of arrests, search, and seizure, the making of bail, adjudication, pre- and post-trial activities and the nature of plea bargaining. Substantial emphasis is given the constitutional protections afforded through the Bill of Rights, particularly the 1st, 4th, 5th, 6th, 8th, and 14th. The course deals extensively with case law applications of these principles and the role of judge and jurist in the crafting of criminal process standards.

Minimum Credits: 3

JUS 394 - Problems in Policing

This course involves discussion and study of specific problems of law enforcement and policing in contemporary American society. It emphasizes the development, nature and function of law enforcement as it relates to public criminal justice rather than private sector justice. Topical coverage consists of ethics, corruption, deadly force, and civil liabilities and other dilemmas commonly faced in the modern police system.

Minimum Credits: 3

JUS 395 - The Death Penalty

An examination of death penalty policies in the American justice system from a legal, ethical and jurisprudential perspective. An analysis of case and statutory law, the principles of due process and appellate rights are included.

Minimum Credits: 3

IETH

JUS 400 - Foreign Study in Criminal Justice

A semester or summer based experience in a foreign nation, e.g. Ireland, Hungary, London, or Germany by enrolling in actual classes at a foreign host institution for purposes of credit. Class instruction relates to the study of law and justice and affords a comparative critique of foreign justice models. The experience consists of not only study, but also visitations to justice agencies, research, travel to historical and cultural locations and social activities. Credits awarded will vary according to course offerings, time and length of experience.

Minimum Credits: 3

Maximum Credits: 12

JUS 429 - Terrorism

Examines current terrorism, its origins and ideological bases, with particular attention to its relation to political institutions and the criminal justice process. Specific attention is given methods and means of the terrorist, motivations and modus operandi trends and predictability and law enforcement's multi-faceted reactions to its many devious forms. Legislative efforts to curb the scourge of terrorism are also highlighted.

Minimum Credits: 3

JUS 455 - Legal Traditions

This course encompasses a complete examination of the law, its origins, roots and underpinnings in a jurisprudential context. Coverage includes a focused examination of classical, medieval and contemporary legal thinkers. Problems of personal privacy, sexual freedom, procreative control, the imposition of penalties, and notions of good will be considered. Course participants will consider these questions: What is law? Is law related to religion and morality? What are the foundations of law in Western Culture? Can law, ethics and morality be differentiated? How can a legal system be just? Can law shape morality or does morality shape law? How does Western legal tradition resolve ethical questions such as abortion, suicide, euthanasia, and the death penalty? Is there a unified vision of law that consists of the good, of virtue and the idea of justice?

Minimum Credits: 3

JUS 465 - Police Organization and Management

The study of command-level problems and trends in police organizations and management. Principles of organization, control, planning and leadership relating to police agencies are freely assessed. Topics consist of personnel, budget, policy making, crime response tactics and measurements of some.

Minimum Credits: 3

JUS 466 - Homeland Security

The goal of this course is to provide students with a thorough understanding of the strategic, political, legal, and organizational challenges associated with the defense of the U.S. homeland, the efforts that are under way to meet these challenges, and possible policy options. The course starts by examining the range of potential threats to the U.S. homeland, focusing on potential terrorist acts. The course then examines strategies and means for addressing these threats, including both military and non-military options. The course goes on to analyze organizational issues

and impediments to effective policy coordination. Finally, the course addresses the implications of homeland security challenges and policies for constitutional rights, legal protections, and civil liberties.

Minimum Credits: 3

JUS 468 - Crimes Against Children

This is a course that examines criminal activity targeted against children. The course will focus on the physical and sexual abuse, neglect, kidnapping, and sexual exploitation of children. Students will explore methods of identifying victims, investigating offenders, and court presentation of criminal cases. Special attention is focused on the dynamics of the relationship between victims and offenders and how that is a factor in the investigation and prosecution of criminal acts.

Minimum Credits: 3

JUS 480 - Independent Study in Law and Justice

This course is independent in design, allowing students to act and engage in mature thought and academic review of topics of interest. The course requires a scholarly, yet practical completion of a large research project in conjunction with a faculty mentor. Projects must be approved in advance of registration and must be concerned with significant intellectual subject matter that involves the administration of Law and Justice.

Minimum Credits: 3

JUS 485 - Forensic Law

An interdisciplinary course covering law, criminal justice, science, and technological issues in the evidentiary arena. Coverage in the course provides a broad-based assessment of expert witnesses, microanalysis, pathological evidence, admissibility and investigatory practice, ballistics, fingerprints, vascular/radar, and photographic techniques. Contrasted with criminalistics, subject matter of this course is primarily evidentiary. More particularly, the course will delve into the rules of evidence, which guide the admissibility of forensic evidence in a court of law. Examination includes threshold tests for reliability and admissibility, qualification of witnesses competent to testify, scientific rigor required for admission and case law determinations on the use and abuse of scientific evidence.

Minimum Credits: 3

JUS 496 - Administrative Law

Course exposes participants to administrative law theory and the practical aspects of administrative law practice, both within and outside the administrative agency. Coverage equips the student with the necessary skills to understand, apply, and research relevant statutory and regulatory provisions at the federal and state level, to read, interpret and draft proposed rules and regulations, to become familiar with the process known as the administrative law hearing, the concept of administrative discretion and corresponding remedies. Preliminary drafts of documents, briefs, and opinions relative to the appellate stage of an administrative law proceeding will also be covered.

Minimum Credits: 3

JUS 497 - Law and Evidence

A comprehensive review of evidentiary principles, both common law and statutory, and how evidentiary standards affect and govern both civil and criminal process. Topical coverage includes: Real and physical evidence, demonstrative substitution, hearsay and first-hand evidence, witness scope and qualification, as well as privilege principles. Both federal and state rules will be interpreted. Students will be required to advocate cases utilizing these evidentiary principles in a mock court environment and to research an area of emerging evidence law.

Minimum Credits: 3

JUS 498 - Criminal Justice Internship

An on-site, experiential learning experience where students work at a variety of justice agencies for academic credit is the central aim of the internship program. Intern locations have included government agencies, police departments, prisons, federal and state law enforcement, private security firms, judicial clerkships, legal offices and legal research concerns. Interns must complete a self-evaluation, perform a series of exercises and assignments, author a log diary and paper outlining the internship experience, work 45 hours per internship credit, and present an acceptable recommendation from the internship supervisor upon completion of the experience. Attendance at internship seminars for the department is required. (Variable Credit).

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

JUS 600 - Police in the American Experience

A comprehensive examination of the role of police as gatekeepers in the justice system with particular attention given to their role, function and responsibilities inside the legal system commences the course analysis. How police and law enforcement carry out their duties in a free society will be the subject of debate and advocacy as will the perennial issues surrounding police behavior - police misconduct, police abuse of discretion and police alienation from communities. An equally important aspect of the course will relate to the legal issues that surround police practice on a day-to-day basis. Police search and seizure, confessions and witness cooperation, identification and investigative field practices, and the law of arrest and detention will be assessed from a professional, statutory and constitutional perspective. Attention will be given to the efficacy of judicially ordered remedies in the conduct of police and whether other methods of intervention may generate better results. A comprehensive view of litigation tactics and strategies in police misconduct cases from initial investigation to appeals, receive significant coverage.

Minimum Credits: 3

JUS 601 - Correctional Policy and Practice

Concepts related to correctional law and its applications are the central theme of the course. Aside from the usual review of correctional law issues, relating to prison modalities and regimen, discipline and due process, constitutional protections during incarceration, with special analysis of 8th and 14th Amendment claims, the course expends considerable time on the role of function of institutional processes and operations in the correctional sphere - allowing an even handed discussion of the rights and responsibilities of both the correctional officers and supervisory personnel and the inmates within their custody. Further treatment includes emerging questions in the prison environment including aids in the facility, free expression and political speech, the right to vote, family and conjugal visitation, matters involving parole and furlough as well as the theory of rehabilitation, both medical and mental in prison operations. Lastly, the course evaluates the diverse schools of thought in the matter of punishment including its legitimacy and its condemnation and addresses the more controversial questions in prison practice and therapeutic activity as punishment.

Minimum Credits: 3

JUS 602 - Courts and Judicial Process

This course is a study of select issues and problems concerning the judicial function and appellate process in the federal system. Initially, the course is devoted to a study of legal doctrine affecting the appellate process, including: jurisdictional issues of particular interest at the appellate level; final orders and interlocutory appeals; prudential considerations limiting appellate review; issues of federalism affecting relations between federal and state courts; waiver of appealable issues; the proper scope and standard of review (with emphasis on administrative agency appeals); and the remedial authority of the courts. The course ends with a focus on the judicial process from a more reflective and philosophical perspective, including: a critique of the judicial philosophies of some leading jurists; a consideration of the function of courts and judges in a democratic society; and preparation of a short paper dealing

with some significant aspect of the judicial process.

Minimum Credits: 3

JUS 603 - Law, Ethics, and Justice System

An inquiry into the interplay of law, morality, ethical reasoning and Western Legal tradition. The course exposes the tradition and foundations of the American legal system with special emphasis on its jurisprudential foundations. Questions of right, justice, equity, law as moral command and order, natural law reasoning and the dignity of the human person are central to the instruction. The course delivers a critical look at how our legal and justice institutions have come about and provides a method for dealing and delving into perennial legal and moral problems that plague cultures. Overview of the major legal theories about the nature of law and its place in the political system. Among the issues considered is the origin of law, its relationship with divine law, obligations of obedience and disobedience, and the relationship between political sovereignty and law.

Minimum Credits: 3

JUS 604 - Legal and Justice Research

A review of the American legal system, including the courts and the legislatures, role and functions of its personnel, form and substance of law from a procedural and substantive perspective, and primary and secondary sources of the law. Students will be exposed to federalism, the function of law making, and dispute resolution in the judicial system. The course also surveys the processes of the judicial, legislative, and executive branches and the role of administrative agencies. Another facet of the course is dedicated to the mastery of legal method and the research tools essential to that success including: judicial reports, including federal and state court reports and citation forms; case finding aids, including federal, state, and Supreme Court digests and encyclopedias; citers such as Sheppard's Citations; digests; annotated law reports; legal periodicals, including periodical indexes and research procedure; the nature, function and characteristics of treatises; research procedures; state and federal administrative law; federal, state and local court rules; miscellaneous research aids and non-legal research aids. The student will also be exposed to the various types of law including crimes, civil actions, contract and business actions as well as other typologies of law. Course participants will have ample opportunity to hone and develop critical legal skills by argument, advocacy, interpretation, and preparation of legal documents.

Minimum Credits: 3

JUS 605 - Organized Crime

A graduate level examination of the dynamic referred to as 'organized crime' picking up where the undergraduate course ends. Specific crimes, like racketeering, extortion, bribery, official corruption, graft, drugs, prostitution and other illicit trafficking will be analyzed. Investigative techniques and prosecutorial strategies that relate to the identification and elimination of organized crime are a major component of the course content.

Minimum Credits: 3

JUS 606 - Planning/Tactics: Homeland and WMD

A graduate level examination to provide students with a thorough understanding of the strategic, political, legal, and organizational challenges associated with the defense of the U.S. homeland, the efforts that are under way to meet these challenges, and possible policy options. The course starts by examining the range of potential threats to the U.S. homeland, focusing on potential terrorist acts. The course then examines strategies and means for addressing these threats, including both military and non-military options. The course goes on to analyze organizational issues and impediments to effective policy coordination. Finally, the course addresses the implications of homeland security challenges and policies for constitutional rights, legal protections, and civil liberties.

Minimum Credits: 3

JUS 607 - Terrorism and Strategic Response

The course will help 'bound the problem' of Homeland Security by examining how terrorism has spurred sharp changes in US strategy, policy and governmental design, and how those changes should continue over the near and longer term. Elements of Threat and Vulnerability Assessments will be thoroughly discussed as well as various procedures for assessments and the method of tailoring the assessment to the facility/area under study. Manners of protecting the facility/area in question will then be addressed as well as evacuation plans and emergency plans.

Minimum Credits: 3

JUS 608 - Employment Law

Course content includes the various business entities and the steps necessary for creation and operation, from initial and amended articles of incorporation, state filing requirements, stock certificates and securities, stock ledgers and books, resolutions, dividends and stock splits, employment agreements, as well as introducing other business forms from partnerships to limited liability corporations. In the employment sector, coverage will examine constitutional and statutory protection related to employee rights from benefits and pensions to discrimination remedies. Collective bargaining and other labor questions will be keenly assessed as well as emerging workplace questions involving maternity and family leave, wages and compensation, COBRA, free expression and religious rights and novel forms of disability claims.

Minimum Credits: 3

JUS 609 - Private Sector Justice

This course provides a focus on the legal and ethical dilemmas faced by security professionals. Students will examine the legal rights available to security officers, corporations, partnerships, and individually owned businesses for the protection of their property from theft by employees, customers and others. The law of arrest, search and seizure, detention, surveillance and legal consequences are some of the areas explored.

Minimum Credits: 3

JUS 620 - Emergency Management

This course is an introduction to the strides made by federal, state, and local governments to educate the public about natural disasters. It provides a scope of preparedness to prevent the inherent discontinuity of citizens' lives caused by major disasters. The course presents theories, principles, and approaches to emergency management. The philosophy of Comprehensive Emergency Management will be discussed with four attendant steps, which include mitigation, preparedness, response and recovery. The role, duties, and importance of the Emergency Manager will also be discussed.

Minimum Credits: 3

JUS 621 - Contemporary Issues in Homeland Security

This course is designed to involve the examination of current issues and concerns with the ever-shifting Homeland Security policy and its impact upon the practice in the field. Innovations and reactions from politicians, citizens, and practitioners will serve to offer students insight into the challenges of implementing and maintaining homeland security.

Minimum Credits: 3

JUS 699 - Practicum in Justice Studies

An independent opportunity for mature and scholarly graduate students to build on and further develop research, writing, and analytical thinking skills by authoring a serious work of scholarship. Student is required to use advanced

research and writing skills in the resolution of a current substantive or procedural legal problem. Student works directly under guidance of a graduate faculty member and prepares, executes and submits for departmental review, the proposed course of study.

Minimum Credits: 3

JUS 700 - Justice Studies Thesis

Intensive production of a graduate level thesis under supervision of a Director and Committee and in accordance with departmental and university policy constitutes the Thesis course. Far more substantive than a research paper, the thesis may either be quantitative or qualitative in design, but in any case need address a pertinent issue of originality in the field of law and public policy. Thesis will be authored under standards promulgated by the Modern Language Association (MLA) or under the rules and guidelines published by the Uniform System of Citation of Harvard Law School. Student need consult with the Program Director for guidance and instruction on other requirements.

Minimum Credits: 3

Literature

LIT 100 - Introduction to Literature

This course introduces students to the study and appreciation of literature. It explores the literary genres of short story, poetry, drama and novel. There is an option for nonfiction prose as well. The course covers an introduction to literary terminology and an introduction to critical analysis of literature. The emphasis in this course is on contemporary literature. This course is writing intensive. Not available every semester.

Minimum Credits: 3

EFAH EGED

LIT 201 - World Lit I: Foundations of Culture

This course explores both early European (classical and medieval) cultures as well as the great non-European cultures of Asia, Africa and the Americas. The material covered will vary, but readings will focus on a major theme such as the hero, the role of women, ethical values, views of nature or focus on an important common genre, such as epic or lyric poetry. Not available every semester. Global marker.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED IGCU

LIT 202 - World Lit II: Renaissance to Modern

This course introduces students to major works of world literature in translation, excluding the American and British traditions, from the late 1600s to the present. It includes African, Asian, European, Latin American and Middle Eastern literature, with an emphasis on the European. Students will read authors such as Pirandello, Chekhov, Tolstoy, Flaubert, Mahfouz, and Kafka. Global marker.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED

LIT 229 - World Mythology

This course introduces students to the study of mythology. We will read and discuss myths from both western and non-western cultures. Students will also choose one cultures myth to concentrate on for a final project.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED IGCU

LIT 231 - Nature Writers

This course introduces students to the prose and poetry of major British and American writers and naturalists since the 18th century who observe nature vividly and write about humanity's relationship with the natural environment.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 300 - Literary Theory

This course is an introduction to the major schools of contemporary critical theory, and an examination of principal exponents of these theories. The student will become familiar with the most important features of psychoanalytic criticism, Marxism and feminism and examine the meaning of structuralism and post-structuralism. In addition, the course affords an opportunity to practice applying the theories to specific literary texts. Not available every semester.

Prerequisite(s): ENG 120 and junior standing or instructor permission

Minimum Credits: 3

EFAH EGED

LIT 306 - Medieval Literature

This course will focus on literature written in England during the Old and Middle English period (approximately 500-1485 CE). We will spend about half the course on Old English literature and half on Middle English literature.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 307 - Renaissance and Restoration Literature

This course surveys British Literature from the 16th and 17th centuries, a period renowned for the variety and originality of its writers, which left a lasting mark on subsequent English literature. Students will be introduced to central ideas and writers of the English Reformation, English Revolution, and the Restoration of the monarchy. Renaissance authors studied may include More, Marlowe, Elizabeth I, Jonson, Donne, and Webster, along with Shakespeare and Spenser. Writers of the Revolution and Restoration may include Herrick, Marvell, Milton, Dryden, Behn, and Wycherly. Students will encounter Renaissance and Restoration drama, epic poetry, the sonnet, along with early experiments in prose fiction.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 309 - Romantic Literature

The Romantic Era in Britain, while short, was an intense and influential literary period. In this course we will read poetry, fiction, and nonfiction responding to and shaping events such as the French Revolution and its aftermath, the British abolition of slavery, and industrialization. We will read author such as Wordsworth, Keats, Austen, Blake, Wollstonecraft, Shelley, and Byron.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 310 - Victorian Literature

Nineteenth-century Britain experienced tremendous change in politics, economics, philosophy, art and literature. It was a century of industrialization, empire-building, new discoveries and social revolution. This course studies representative selections from the major poets and prose writers and explores the social, political and intellectual changes reflected in the literature of the Victorian period. Authors may include Tennyson, Browning, Barrett Browning, Dickens, Charlotte Bronte, and Wilde.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 311 - Modern British Literature

This course will explore the modernist movement in 20th century British fiction through the works of three of its most prominent practitioners - James Joyce, D.H. Lawrence, and Virginia Woolf - as well as selected works by other writers. The course will examine the birth of the modern aesthetic in literature not only as a response to the alienation and despair resulting from World War I but also as a reaction to the enormous impact made by the ideas of such thinkers as Darwin, Freud, Marx and Nietzsche. Various modernist writing techniques, including stream-of-consciousness, episodic narrative and radical experimentation with punctuation, will also be studied.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 312 - Early American Literature

While the authors and texts studied in this course may vary, the readings will cover the historical period from 1620- with the settlement of Plymouth Plantation- through the Constitutional Convention of 1787 and the early days of the new Republic. Although there may be some attention to the literature of early discovery, the emphasis will be on literary texts of major historical interest and on authors who pursued the American Dream of economic, religious, political, and artistic freedom.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 314 - American Realism and Naturalism

While the authors and texts studied in this course may vary, this course will focus on the American literature between 1865-1914, with the progression of literary culture from Romanticism to Realism and Naturalism and towards Modernism. Students will read literature by authors who were responding to radical shifts in America after the Civil War, including Reconstruction, the rise of industrialism, and the new theories of evolution. Authors may include Twain, James, Chesnut, London Dreiser, Wharton, Cather, and Anderson, as well as poets of the early twentieth century.

Prerequisite(s): ENG 10, ENG 120 or ENG 200

Minimum Credits: 3

EFAH EGED

LIT 315 - 20th Century American Literature

The course will explore literature by major American writers, from the early 20th century to the present. Students will read fiction, non-fiction, poetry, and plays about the major literary, cultural, and political events during the 20th century, including the wars, the Beat and counterculture movements, the Civil Rights and women's movements, and post 9/11 cultural shifts. We will proceed chronologically, beginning with poetry about World War I and ending with

post-modern literature about contemporary issues such as race, religion, technology, and war.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED

LIT 319 - Shakespeare

Students in LIT 319 study selected Shakespearian comedies, tragedies and chronicle plays. The course also provides the students with a general overview of the Elizabethan era and the world in which Shakespeare lived and worked. Not available every semester.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED

LIT 320 - Hemingway's Paris Years

This course will focus on Hemingway's path as a budding modernist in Paris, as well as his role as a witness to major political and historical events in the first half of the 20th century such as WWII and the D-Day invasion. The focus will be on Hemingway's expatriate experience and the development of his literary style and reputation.

Prerequisite(s): ENG 120

Minimum Credits: 3

LIT 322 - Popular and Contemporary Fiction

This course will analyze today's popular and contemporary fiction. What makes a book a "best seller"? What makes literature sell in the millions of copies? Writers who strike it rich generally write books that are fast paced and easy to read, following a set of conventions that readers recognize, and touch a nerve within their society. Writers who win the hearts of the literati and schoolmarm generally try to touch that nerve also, but they do so with language and plots that are inventive, artistic, and memorable. With a focus on current and past best sellers, this course will introduce you to a variety of literary sub-genres (true crime, memoir, road novel, extreme adventure, western, roots quest). The books we will read often return to themes of individualism, race, and violence in American culture- prominent elements in our psyches, popular culture, and pulp fiction- though we will certainly discuss other themes as well.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED IPOC

LIT 323 - Studies in Drama

This course will focus on drama as a literary genre, examining the origins of the genre, its literary conventions and its current productions. In reading plays that may range from the Greeks to contemporary Broadway, students will not only see the changing dynamics of the genres form, but also experience the important role the genre has played in American, British, European, and global society and culture.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED

LIT 327 - Studies in Poetry

This course will focus on poetry as a literary genre. Students will learn how to interpret and evaluate poetry, exploring the elements of poetic form as well as influence poetic responses to critical moments in history. Thus, we will read landmark works by major poets, learn about major movements and schools within poetry, and look at poetry written in

response to historical events. Students will also read a volume of poetry by a poet of their choice, and present information on that poet's style, theme, and role within the field of poetry.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED

LIT 328 - Multi-Ethnic Literature: Describing the Hyphen

Since the beginnings of American literature, writers have been concerned with defining and creating American identity through their art. Since the 1960s, during and after the Civil Rights movement, numerous writers have defined their American identity in relation to specific ethnic identities, writing works that explore how dual or multiple cultural identities coexist within themselves and within American culture, sorting through the stories they've heard and created about who they are. In this course, we will read fiction, poetry, and essays by twentieth-century American authors who identify with African American, Native American, Asian American, Jewish, Latino and Chicano heritages. In addition to race and ethnicity, we will discuss how class, native language, religion, gender, sexuality, and history figures into these writers' images of an American self and community.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED IDIV

LIT 330 - Gender and Text

This course examines gender in and through literary texts, and considers the ways in which categories of sexuality, sex, race, class, ethnicity, nationality, religion, and other factors influence writers' depictions of gender. The course analyzes historical conditions relevant to gender studies, and may address social and theoretical topics such as women's suffrage, feminisms, third-world feminism, the LGBTQ community, and queer theory. The course explores these topics through the lens of literature and asks: how is gender represented in literary texts? how do literary texts not only replicate but sometimes contest or imagine new realities for gendered subjects? what does it mean to write as a gendered subject? Readings may include works by authors such as Mary Wollstonecraft, Oscar Wilde, Virginia Woolf, Audre Lorde, Gloria Anzaldúa, and Michael Cunningham.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED IDIV

LIT 350 - The Black Literary Tradition

This course offers an overview of African-American literature, with glimpses into African and Caribbean literature. Beginning around 1845 with Frederick Douglass' Narrative, students will read from various literary genres, including slave narratives, poetry, short stories, fiction and plays that illuminate both the history of African America and changing ideas of race. Students will conduct ongoing independent research, which they will present to the class, on the major literacy and historical periods we cover, including the Harlem Renaissance in the 1920s and early 1930s, the civil rights movement(s), the Black Arts movement of the 1960s and early 1970s and the decades following. Reading works by Booker T. Washington, W.E.B. Dubois, Zora Neale Thurston, Ralph Ellison, Gwendolyn Brooks, Chinua Achebe, Toni Morrison and Ishmael Reed, among others, will enable us to analyze how sexuality, gender, class and nationality influence various writers' definitions of race and ethnicity. Offered as needed.

Prerequisite(s): ENG 120

Minimum Credits: 3

EFAH EGED IDIV

LIT 450 - Seminar in American Literature

This course uses a thematic approach to explore works by American writers. The specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in seminar format. Not available every semester. Writing Intensive Course.

Prerequisite(s): ENG 200 and one literature course or permission of instructor

Minimum Credits: 3

EFAH EGED

LIT 451 - Seminar in British Literature

This course uses a thematic approach to explore works of British writers. The specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in seminar format. Not available every semester.

Prerequisite(s): ENG 200 and one literature course or permission of instructor

Minimum Credits: 3

EFAH EGED

LIT 452 - Seminar in Global Literature

This course uses a thematic approach to explore works from any of the major literary traditions outside the British and American. The specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in seminar format. Not available every semester. Global marker.

Prerequisite(s): ENG 200 and one literature course or permission of instructor

Minimum Credits: 3

EFAH EGED

LIT 485 - Senior Thesis in Literature

This course is an option for seniors of exceptional ability who are majoring in English language and literature and who wish to have a graduate-level research and writing experience in some chosen area of American, British or world literature. Students must petition to take the course. The following requirements are for undergraduate day campus students. Students who receive permission from the area coordinator/department chair and their academic advisors must proceed to formulate a written thesis proposal and assemble a three-person academic support committee, equipped with relevant expertise, no later than March 30th of the junior year. The proposal will then be submitted for approval to the individual's advisory committee. Assuming the project is universally approved, the student will meet with one or more members of the committee on a biweekly basis to review progress on research and written work. The final result will be a scholarly essay of 40 to 60 pages, to be presented as an academic paper in a public forum at least three weeks before graduation. Offered on an ongoing basis, as this is a yearlong course option. The following requirements are for undergraduate COCE students: Students who receive permission from their academic advisors must proceed to formulate a written thesis proposal to be submitted for approval to the selected instructor. If the project is approved, the student will collaborate with the instructor in the online course to review progress on research and written work. The final result will be a scholarly essay of 40 to 60 pages, to be presented to the instructor as a cohesive and polished academic paper with a supplemental essay that outlines plans to present/publish the paper after the course is complete. Offered on an ongoing basis, as this is, at a minimum, a two-term research and writing project.

Minimum Credits: 3

LIT 500 - Graduate Studies in Literary Theory

This course is an introduction to the major schools of contemporary literary theory, and an examination of principal exponents of these theories. The student will become familiar with the most important features of psychoanalytic

criticism, Marxism and feminism and examine the meaning of structuralism and post-structuralism. In addition, the course affords an opportunity to practice applying the theories to specific literary texts.

Minimum Credits: 3

LIT 502 - Topics in American Literature

This course traces the development of American literature from the nation's founding to the late Twentieth Century. Readings may include classics by Bradford, Bradstreet, Wheatly, Crèvecoeur, Emerson, Thoreau, Dickinson, Hawthorne, Whitman, Melville, Douglass, James, Crane, Chopin, Gilman, Fitzgerald, Faulkner, Hurston, O'Connor, Pynchon, Major, Morrison, Cisneros, and Alexie among others. Different authors are highlighted in each term, and all readings are situated within specific historical, cultural, philosophical, political, and literary contexts.

Minimum Credits: 3

LIT 503 - Topics in British Literature

This course examines major prose and poetry of English writers from the Anglo-Saxon period to the late Twentieth Century. Readings may include classics by Chaucer, Spenser, Milton, Shakespeare, Wollstonecraft, Wordsworth, Keats, Shelley, Tennyson, Eliot, Bronte, Browning, Hardy, Woolf, Barnes, Barry, and Mieville among others. Different authors are highlighted in each term, and all readings are situated within specific historical, cultural, philosophical, political, and literary contexts.

Minimum Credits: 3

LIT 506 - Graduate Studies in Medieval Literature

This course will focus on literature written in England during the Old and Middle English period (approximately 500-1485 CE). We will spend about half the course on Old English literature and half on Middle English literature.

Minimum Credits: 3

LIT 507 - Graduate Studies in Renaissance and Restoration Literature

This course surveys British Literature from the 16th and 17th centuries, a period renowned for the variety and originality of its writers, which left a lasting mark on subsequent English literature. Students will be introduced to central ideas and writers of the English Reformation, English Revolution, and the Restoration of the monarchy. Renaissance authors studied may include More, Marlowe, Elizabeth I, Jonson, Donne, and Webster, along with Shakespeare and Spenser. Writers of the Revolution and Restoration may include Herrick, Marvell, Milton, Dryden, Behn, and Wycherley. Students will encounter Renaissance and Restoration drama, epic poetry, the sonnet, along with early experiments in prose fiction.

Minimum Credits: 3

LIT 508 - Graduate Studies in 18th Century British Literature

This course surveys the literature of the 'long 18th century,' from the Restoration to the beginning of Romanticism, and studies developments in English literature such as the novel, the essay, satire, journalism, and popular theatre. Authors studied may include Congreve, Defoe, Swift, Pope, Johnson, Fielding, Smollett, and Austen. This course may also cover developments in the visual arts. Themes of the course will vary, but may include civil liberty, sexuality and gender, colonialism, city and country, and the enlightenment movement.

Minimum Credits: 3

LIT 509 - Graduate Studies in Romantic Literature

The Romantic Era in Britain, while short, was an intense and influential literary period. In this course we will read poetry, fiction, and nonfiction responding to shaping events such as the French Revolution and its aftermath, the British abolition of slavery, and industrialization. We will read authors such as Wordsworth, Keats, Austen, Blake, Wollstonecraft, Shelley, and Byron.

Minimum Credits: 3

LIT 510 - Graduate Studies in Victorian Literature

Nineteenth-century Britain experienced tremendous change in politics, economics, philosophy, art and literature. It was a century of industrialization, empire-building, new discoveries, and social revolution. This course studies representative selections from major poets and prose writers, and explores the social, political, and intellectual changes reflected in the literature of the Victorian period. Authors may include Alfred, Lord Tennyson, Browning, Barrett Browning, Dickens, Charlotte Bronte, and Wilde.

Minimum Credits: 3

LIT 511 - Graduate Studies in Modern British Literature

This course will explore the modernist movement in 20th century British fiction through the works of three of its most prominent practitioners James Joyce, D.H. Lawrence, and Virginia Woolf, as well as selected works by other writers. The course will examine the birth of the modern aesthetic in literature not only as a response to the alienation and despair resulting from World War I but also as a reaction to the enormous impact made by the ideas of such thinkers as Darwin, Freud, Marx and Nietzsche. Various modernist writing techniques, including stream-of-consciousness, episodic narrative and radical experimentation with punctuation, will also be studied.

Minimum Credits: 3

LIT 512 - Graduate Studies in Early American Literature

While the authors and texts studied in the course may vary, the readings will cover the historical period from 1620, with the settlement of Plymouth Plantation, through the Constitutional Convention of 1787 and the early days of the new Republic. Although there may be some attention to the literature of early discovery, the emphasis will be on literary texts of major historical interest and on authors who pursued the American Dream of economic, religious, political and artistic freedom.

Minimum Credits: 3

LIT 513 - Graduate Studies in the American Renaissance

While the authors and texts studied in the course may vary, this course examines literature from the early 1800s to 1865, the conclusion of the Civil War. During this period, American literature developed a home-grown Romanticism influenced by European intellectual and aesthetic movements, as well as a new cultural sensibility of its own. Authors may include Irving, Poe, Hawthorne, Emerson, Thoreau, Melville, Douglass, Dickinson, and the latter-day transcendentalism of Whitman.

Minimum Credits: 3

LIT 514 - Graduate Studies in American Realism and Naturalism

While the authors and texts studied in this course may vary, this course will focus on the American literature between 1865-1914, with the progression of literary culture from Romanticism to Realism and Naturalism towards Modernism. Students will read literature by authors who were responding to radical shifts in America after the Civil War, including Reconstruction, the rise of industrialism, and the new theories of evolution. Authors may include Twain, James,

Chesnutt, London, Dreiser, Wharton, Cather, and Anderson, as well as poets of the early twentieth century.

Minimum Credits: 3

LIT 515 - Graduate Studies in 20th Century American Literature

This course will explore literature by major American writers, from the early 20th century to the present. Students will read fiction, non-fiction, poetry, and plays about the major literary, cultural, and political events during the 20th century, including the wars, the Beat and counterculture movements, the Civil Rights and women's movements, and post 9/11 cultural shifts. We will proceed chronologically, beginning with poetry about World War I and ending with post-modern literature about contemporary issues such as race, religion, technology, and war.

Minimum Credits: 3

LIT 517 - Graduate Studies in European Literature

This course will trace the development of European literature. We will discuss aspects such as genre narrative technique, time, characterization, as well as the cultural and political implications of its development on the European consciousness. This course will pay particular attention to close contextual and thematic readings of several representative works of European literature. Readings may include authors such as: Balzac, Pirandello, Flaubert, Tolstoy, Mann, Gide, Proust, Kafka, Nabokov, Hess, and Camus.

Minimum Credits: 3

LIT 518 - Graduate Studies in World Literature

This course explores both early European (classical and medieval) culture as well as the great non-European cultures of Asia, Africa, and the Americas. The material covered will vary, but readings will focus on a major theme such as the hero, the role of women, ethical values, views of nature or focus on an important common genre, such as epic or lyric poetry.

Minimum Credits: 3

LIT 519 - Graduate Studies in Shakespeare

Students will study selected Shakespearian comedies, tragedies and chronicle plays. The course also provides the students with a general overview of the Elizabethan era and the world in which Shakespeare lived and worked.

Minimum Credits: 3

LIT 522 - Graduate Studies in Popular and Contemporary Literature

This course will analyze today's popular and contemporary fiction. What makes a book a 'best seller'? What makes literature sell in the millions of copies? Writers who strike it rich generally write books that are fast paced and easy to read, following a set of conventions that readers recognize, and touch a nerve within their society. Writers who win the hearts of the literati and schoolmarm generally try to touch that nerve also, both they do so with language and plots that are inventive, artistic, and memorable. With a focus on current and past best sellers, this course will introduce you to a variety of literary subgenres (true crime, memoir, road novel, extreme adventure, western, roots quest). The books we will read often return to themes of individualism, race, and violence in American culture - prominent elements in our psyches, popular culture, and pulp fiction- though we will certainly discuss other themes as well.

Minimum Credits: 3

LIT 523 - Graduate Studies in Drama

This course will focus on drama as a literary genre, examining the origins of the genre, its literary conventions and its current productions. In reading plays that may range from the Greeks to contemporary Broadway, students will not only see the changing dynamics of the genre's form, but will also experience the important role the genre has played in American, British, European, and global society and culture.

Minimum Credits: 3

LIT 525 - Graduate Studies in the Novel

This course will focus on the novel as a literary genre tracing its intricate conventions, its historical origins, and its current manifestations. In reading novels from the 18th through 21st centuries, students will learn not only the complex dynamics of the genre's form but also the critical influence the novel has had on society, cultural and politics over the centuries.

Minimum Credits: 3

LIT 527 - Graduate Studies in Poetry

This course will focus on poetry as a literary genre. Students will learn how to interpret and evaluate poetry, exploring the elements of poetic form as well as influential poetic responses to critical moments in history. Thus, we will read landmark works by major poets, learn about major movements and schools within poetry, and look at poetry written in response to historical events. Students will also read a volume of poetry by a poet of their choice, and present information on that poet's style, themes, and role within the field of poetry.

Minimum Credits: 3

LIT 528 - Graduate Studies in Multi-Ethnic Literature

Since the beginnings of American literature, writers have been concerned with defining and creating American identity through their art. Since the 1960s, during and after the Civil Rights movement, numerous writers have defined their American identity in relation to specific ethnic identities, writing works that explore how dual or multiple cultural identities coexist within themselves and within American culture, sorting through the stories they've heard and created about who they are. In this course, we will read fiction, poetry, and essays by twentieth-century American authors who identify with African American, Native American, Asian American, Jewish, Latino and Chicano heritages. In addition to race and ethnicity, we will discuss how class, native language, religion, gender, sexuality, and history figure into these writers' images of an American self and community.

Minimum Credits: 3

LIT 530 - Graduate Studies in Gender and Text

This course explores a variety of texts written since 1945 by women, including authors such as Toni Morrison, Lorraine Hansberry, Marilyn Robinson and Adrienne Rich. Students will analyze how race, sexuality, class, nationality, motherhood and other factors influence writers' notions of gender. In addition to immersing students in contemporary women's literature, this course aims to provide students with a window into the history, politics and culture of post-1945 America, a period which saw the Cold War, the 'second wave' and the 'third wave' of American feminism, as well as the intellectual theories that helped illuminate literature about gender past and present.

Minimum Credits: 3

LIT 535 - Graduate Studies in Major Authors

In this course, students will delve deeply into the literary works of a single or closely linked group of major authors. While the authors studied may vary, the focus will be on writers who have had a significant impact on American,

British, European, and global literary culture throughout history. Examples of major authors might include: Jane Austen, Henry David Thoreau, F. Scott Fitzgerald and Ernest Hemingway, Virginia Woolf, Jack Kerouac and Allen Ginsberg, Gabriel Garcia Marquez, and Toni Morrison.

Minimum Credits: 3

LIT 545 - Graduate Studies Postcolonial Encounters

Postcolonial Encounters focuses on the interdisciplinary aspects of literatures that have been historically silenced by the mechanisms of the colonial powers. This course will attempt to retrieve from the margins those voices that Gayatri Spivak (following Antonio Gramsci) has called 'subaltern.' As such, our task will be to theorize the notions of power and powerlessness, margin an periphery, first and third world, nationality, race, identity, and globalization via the close readings of various postcolonial texts.

Minimum Credits: 3

LIT 550 - Graduate Studies in the Black Literary Tradition

This course offers an overview of African-American literature, with glimpses into African and Caribbean literature. Beginning around 1845 with Frederick Douglass' Narrative, students will read from various literary genres, including slave narratives, poetry, short stories, fiction and plays that illuminate both the history of African America and changing ideas of race. Students will conduct ongoing independent research, which they will present to the class, on the major literacy and historical periods we cover, including the Harlem Renaissance in the 1920s and early 1930s, the civil rights movement(s), the Black Arts movement of the 1960s and early 1970s and the decades following. Reading works by Booker T. Washington, W.E.B. Dubois, Zora Neale Thurston, Ralph Ellison, Gwendolyn Brooks, Chinua Achebe, Toni Morrison, and Ishmael Reed, among others, will enable us to analyze how sexuality, gender, class and nationality influence various writers' definitions of race and ethnicity.

Minimum Credits: 3

LIT 555 - American Modernism

Using a thematic approach, this course explores important aspects of literary modernism as it pertains to the American historical, social, technological, intellectual, and political experience between the end of World War I and the 1950s. The course immerses students in modernism via fiction, poetry, and critical essays by major American authors and poets of the period. It also asks students to identify and articulate the relationship between race, gender, regional perspectives, and ethnicity in the context of modernist American literature.

Minimum Credits: 3

LIT 650 - Graduate Seminar in American Literature

This course uses a thematic approach to explore works by American writers. The specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in seminar format.

Minimum Credits: 3

LIT 651 - Graduate Seminar in British Literature

This course uses a thematic approach to explore works of British writers. The specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in a seminar format.

Minimum Credits: 3

LIT 652 - Graduate Seminar in Global Literature

This course uses a thematic approach to the works from many literary traditions outside British and American. Specific selections and authors vary each term according to the theme. This is an upper-level course involving close reading, analysis and writing in seminar format.

Minimum Credits: 3

LIT 690 - MA in English Capstone

Students register for this course in their final term, as a culmination of their work in the program. They satisfy the requirement by completing a thesis, submitting a portfolio of their literary-critical writing along with a retrospective evaluative essay, or passing an examination on English and American Literature.

Prerequisite(s): Completed 30 credits in the program

Minimum Credits: 3

Management

MGT 320 - Business Sustainability

As a fundamental principle of smart management, business sustainability will be examined as an organizational imperative. This course will examine how to shape, implement, and manage a sustainability strategy in consideration of business practices, stakeholder engagement, culture, and accountability.

Minimum Credits: 3

MGT 480 - Sustainability Business Strategy Capstone

In this integrative capstone course students will synthesize their prior coursework to apply what they have learned through a triple bottom line solution toward an industry-based case or project.

Prerequisite(s): Senior standing (114 credits or more)

Minimum Credits: 3

MGT 510 - Cultivating Organizational Culture

Business leaders are responsible for cultivating, maintaining, and fostering an organizational culture that accurately represents the organization internally and externally, encourages and supports people, and holds organizational members accountable to the vision, mission, and goals of a business. This course provides students with the skills, theories, and practices necessary to identify a strong culture that permeates the ethics, decision-making, and behaviors of the organization. Students will work through advanced cases and apply these experiences to their own learning and organizations.

Minimum Credits: 3

MGT 600 - Resource Planning and Decision Making

This course serves as an advanced exploration into ill-structured situations requiring strategic plans and effective resource management. Students are asked to develop strategies around personnel management, budget allocation, performance metrics, and goal setting. This course prepares students for the advanced concentration courses in their area and serves as a precursor to the integrated capstone experience.

Prerequisite(s): QSO 500

Minimum Credits: 3

MGT 700 - Critical Issues in Management Capstone

The Capstone Project engages students on a project of significant importance that is a current problem or initiative for a health care organization. This capstone course serves as a vehicle for the student to demonstrate the knowledge, skills, attitudes, and behaviors consistent with the best practices in management of organizations. Working as part of a small team (similar to the executive teams that manage health care organizations), you are responsible for all aspects of the project, including: diagnosing the critical challenge, defining an appropriate scope of work, managing institutional expectations, producing an appropriate recommendation to meet the challenge, and presenting the project to the course room mentor. Completion of MSM core curriculum at GPA 3.0 or better

Prerequisite(s): Senior standing (33 credits or more)

Minimum Credits: 3

MGT 701 - Critical Issues in Management Capstone

This course is the capstone experience for the M.S. in Management programs, designed to address issues that are important in understanding today's approaches to management. The course will analyze critical management functions including strategy, governance, competitive advantages, human resources and organizational leadership and others. In addition, the core concepts of management as well as the critical issues and concepts studied in previous courses will be integrated in a big-picture framework of management.

Minimum Credits: 3

Marketing

MKT 113 - Introduction to Marketing

This course examines the organization's functions for creating, communicating, and delivering value to customers. These functions, designed to meet customers' needs and organizational goals, include marketing research, environmental monitoring, target market selection, product selection, promotion, distribution and pricing.

Minimum Credits: 3

EGED

MKT 222 - Principles of Retailing

This course studies the basics of retailing and emphasizes the development of retail institutions, store layout and design, merchandising, pricing and problems retailers experience in today's business environment. Offered every semester.

Prerequisite(s): MKT 113

Minimum Credits: 3

MKT 228 - Technology in Fashion and Retailing

This course addresses web-based fashion and retailing business issues. On the one hand it explores the influence of technology on fashion products development. On the other hand it explores the role that technology plays at various levels of the retail business including supply chain development, retail channel management and consumer shopping experience.

Minimum Credits: 3

MKT 229 - Principles of Integrated Marketing Communications

This course is designed to give students an understanding of advertising, public relations, corporate communications and sales promotions and the role that the media plays in integrated marketing communications strategies. This course focuses on the planning, research and creative skills needed to reach IMC objectives. Writing intensive course.

Prerequisite(s): MKT 113

Minimum Credits: 3

EGED IPOC

MKT 230 - Retail Sales Promotion

This course focuses on sales promotion in the retail sector. The specific needs of retailers in the areas of advertising, visual merchandising, personal selling, and special events planning are among the topics addressed. The culminating project will be a sales promotion plan that will include a major special event. This project is designed to be flexible to support the range of retailing interests represented in the class.

Prerequisite(s): MKT 113 and MKT 222

Minimum Credits: 3

MKT 231 - Visual Merchandising

Retail marketing is a highly charged, highly competitive component of the marketing discipline. Consumers everywhere and of every age and economic category, are well informed by internet sources. Driven by access and awareness, they are looking to be courted and enticed to buy one merchant's goods over another. Visual merchandising is the art and business of creating such attraction, using merchandise that is color coordinated, accessorized, sparkling, exciting, and causing shoppers to stop, take a closer look, and buy. Visual merchandising is retail theater at its best, complete with costumes, props, and sets. Like all marketing, however, visual merchandising has a clear purpose - sales- and therefore is strategic in nature, a component of a larger marketing picture. This course addresses the creative and strategic nature of visual merchandising, connecting students with both the flair and fancy of visual merchandising and the nitty-gritty of strategic planning, and clarifying the connection between them.

Prerequisite(s): MKT 222

Minimum Credits: 3

MKT 265 - Social Media & Marketing Communications

This course is designed to give students an understanding of the concepts involved in integrated marketing communication (IMC) which includes a focus on social media and the role they play in advertising, public relations, branding, and corporate communication strategies. This course focuses on the planning, research and creative skills needed to reach promotional objectives.

Minimum Credits: 3

EGED IPOC

MKT 266 - Services Marketing

Given the substantial shift in emphasis from a base in manufactured goods to a domestic economy based in services, as well as the interconnectedness of the global economy, comprehension of the service aspect of business is a necessity for every marketer, in every company, in every industry. Therefore, an understanding of the unique requirements of marketing services or service components has become a basic marketing skill. This course presents key concepts in the marketing of services through readings in current business publications and experiential opportunities. It addresses the global perspective of services, and both B2B and consumer service dimensions.

Prerequisite(s): MKT 113

Minimum Credits: 3

MKT 270 - Professional Selling

Selling is a real life skill that everyone uses every day no matter what the profession. The role of professional salespeople is to uncover the needs and wants of buyers in order to develop value-added relationships. This role is vital to the marketer as it entails creating value for and communicating value to the customer which positively impacts the success of an organization's marketing strategy. This introductory selling course focuses on the basic sales skills and tools necessary to become a successful professional salesperson. Although the topic of business-to-consumer (B2C) sales is addressed, the emphasis is placed on business-to-business (B2B) sales, the sales process and sales methodology.

Prerequisite(s): MKT 113

Minimum Credits: 3

EGED

MKT 300 - Advanced Professional Selling

The success of professional business-to-business (B2B) sales people is dependent upon their ability to ask the right questions, uncover companies' goals and pain points, and provide valuable solutions which will in turn generate sales. To accomplish this, salespeople must understand the current sales and buying processes at a deeper level. The course builds upon the foundational sales concepts and methodologies covered in the Professional Selling course. Topics include uncovering buyers' critical business issues, developing customized business solutions and effectively securing agreements. The use of role plays and critique by faculty and sales professionals provide students with the opportunity to build on key sales skills and gain experience necessary to launch a career in business-to-business (B2B) sales.

Prerequisite(s): MKT 113 and MKT 270

Minimum Credits: 3

MKT 320 - Sales Force Management

Effective management of sales people directly impacts the success of a marketing strategy and of the company in general. Consequently, it is imperative that sales managers develop the basic competencies to effectively manage and lead a business-to-business (B2B) sales force in order to meet the overall goals of the organization. This course enables students to develop these valuable competencies as well as business-related decision making skills in the areas of a successful sales force program. Emphasis is placed on sales potential and forecasting, sales force investment and budget, ethical and legal issues, emotional intelligence, account relationship strategies, recruitment, training, motivation, and compensation.

Prerequisite(s): MKT 113 and MKT 270

Minimum Credits: 3

MKT 322 - International Retailing

This course compares and contrasts retail institutions in selected countries. Students examine the social, economic and political influences on the development of global retailers and consider how retailing trends spread from culture to culture. Students also examine the similarities and differences in merchandising, sales promotion, pricing, personal selling and electronic retailing policies of retailers around the globe. This course is cross-listed with INT 322. Global marker.

Prerequisite(s): MKT 222

Minimum Credits: 3

MKT 326 - Global Consumer Culture

Every day, everywhere in the world, people make decisions about what to wear and how to wear it. Daily dressing is about much more than clothing. It includes making choices of clothing, accessories and grooming. Its relationship to human nature is at once biological, social and aesthetic. As cultures and geography changes around the world, so too do the representations of that relationship become more diverse. Dressing thus represents a broad swath of widely differing actions and decisions. This course studies the way consumers worldwide choose their dress forms to represent who and what they are, and how they wish to express themselves those around them. It considers both commonalities and differences in global consumer cultures of dress.

Prerequisite(s): MKT 113

Minimum Credits: 3

MKT 331 - Business to Business Marketing

There are many key factors which make business-to-business (B2B) markets special and different from business-to-consumer (B2C) markets. Understanding these differences is not only beneficial but also critical for the Marketer's creation of successful, revenue-generating marketing strategies. This course helps students understand the complexity of business products, the buying dynamics of organizations, the level of professional selling required in the industrial environment, and the skills needed to meet the business target audience's needs. Students will develop the competencies to help drive business-to-business Marketing processes for growth. Topics include B2B markets, the business marketing mix, perceived value, supply chain, inter-organizational relationships and relationship marketing.

Prerequisite(s): MKT 113

Minimum Credits: 3

MKT 337 - Marketing Research

This course compares and contrasts secondary and primary research with emphasis on the latter. Students explore different types of primary research as well as the basic research methods. It focuses primarily on the survey.

Prerequisite(s): MKT 113 and MAT 220 or MAT 240

Minimum Credits: 3

EGED

MKT 345 - Consumer Behavior

This course explores the behavior that consumers display in searching, purchasing, using, evaluating and disposing of products. Offered every semester.

Prerequisite(s): MKT 113 and PSY 108 or SOC 112

Minimum Credits: 3

EGED

MKT 350 - Ethical Issues in Marketing

This course explores current ethical issues and problems in marketing. The emphasis is on identifying crucial issues, exploring all possible viewpoints, and examining remedies in order to facilitate the development of students' positions on these issues. Offered as needed.

Prerequisite(s): MKT 113

Minimum Credits: 3

EGED

MKT 355 - Social Media Marketing Strategy

This course will develop the students' ability to effectively and successfully create, and implement a social media marketing campaign and evaluate as well as measure its success. Intensive skill building will be placed on creating, applying and integrating the appropriate social media tool that will enable marketers to build high-value relationships with their constituencies. The course will focus on key elements such as determining and matching social media tactics with the appropriate target market and developing strategies to engage those markets using relevant social media channels.

Prerequisite(s): COM 310 or MKT 229

Minimum Credits: 3

MKT 360 - Direct Marketing

This course explores the directing of goods and services through the consumer or business-to-business marketing channels where the desired consumer resources may be direct orders, lead generation and/or traffic generation. This course focuses on such topics as mailing list development, relationship marketing, database management, the development of an effective sales message and selection of media. The use of catalogs, direct mail letters and brochures, telemarketing and electronic marketing as ways to reach the consumer will be explored.

Prerequisite(s): MKT 113

Minimum Credits: 3

MKT 378 - Brand Communications

A strong brand brings a competitive advantage to a company, and building and maintaining a brand is a critical task for marketers. Identifying potential brand salience, performance and image creation and brand resonance when creating a brand, and as branding activities change over the life of a brand in response to changes in the expectations of consumers, and to the competitive conditions in the marketplace, is at the core of this course. It exposes students to the process of designing a brand, targeting a brand, and delivering a brand message through a range of media and marketing communication programs throughout the life of the brand.

Prerequisite(s): MKT 113, MKT 229 and MKT 345

Minimum Credits: 3

MKT 432 - Strategic Marketing Planning

This is the capstone course of the undergraduate marketing curriculum. It focuses primarily on the decisions required of marketing executives as they seek to develop, implement and control integrated marketing programs. Students will be asked to apply their understanding of marketing principles covered in other marketing courses to solve specific company problems. Topics include a diversity of product, market and industry environments. Offered every semester. Writing Intensive Course.

Prerequisite(s): MKT 113, MKT 337 and three of the following: MKT 222, MKT 229, MKT 320, MKT 345, MKT 350, MKT 360, MKT 433, or MKT 442

Minimum Credits: 3

MKT 433 - Multinational Marketing

This course explores the development of international marketing programs from the determination of objectives and methods of organization through the execution of research, advertising, distribution and production activities.

Students examine the international similarities and differences in marketing functions as related to the cultural, economic, political, social and physical dimensions of the environment. Students also consider the changes in marketing systems and the adoption of marketing philosophies and practices to fill conditions in different countries.

Offered once a year. Global marker.

Prerequisite(s): MKT 113 and ECO 202

Minimum Credits: 3

MKT 442 - Retail Management

An advanced course that moves beyond the scope of MKT 222, this course is geared to the retailing major. Store operations, human relations, information technologies, shopping center management, merchandising policies and industry trend analysis are covered. Guest speakers and study tours to retail companies are included. Writing intensive course.

Prerequisite(s): MKT 222

Minimum Credits: 3

MKT 455 - Social Media Marketing Campaigns

This course will develop the students' ability to effectively and successfully create and implement a social media marketing campaign and evaluate as well as measure its success. Intensive skill building will be placed on creating, applying and integrating the appropriate social media tools to meet the marketing objectives of the organization. The course will focus on key elements such as, a) audience, b) campaign objectives, c) strategic plan, d) tactics, e) tools, and f) metrics to measure the campaign.

Prerequisite(s): MKT 355

Minimum Credits: 3

MKT 469 - Emerging Trends in Retailing

This capstone course covers the emerging trends and issues that affect retail strategies, management and operations. Students will engage in collaborative research to explore those issues. Speakers and retail experts in the areas of Real Estate, Retail Site Location, Asset Protection, Legal Issues, Information Technology and Global Sourcing will address the class.

Prerequisite(s): MKT 322

Minimum Credits: 3

MKT 490 - Marketing Internship

The primary goal of the internship experience is to expose students to actual practices in the world of work outside of the classroom, to relate this experience to academic course work and to synthesize the two in a practical application of knowledge in an experiential setting. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - fall, spring or summer - completing a minimum of 150 hours on the job per 3 credits. Students can complete 3-12 hours of MKT 490 credit.

Prerequisite(s): Senior Internship only

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

MKT 500 - Marketing Strategies

This course is a study of the activity by which organizations discover consumer and other organizations' needs and wants, and then provide satisfaction through a mutually beneficial relationship. Students will explore the topics of selecting a target market, conducting marketing research, and designing product, price, promotional, and distribution strategies through the development of a marketing plan.

Minimum Credits: 3

MKT 555 - Social Media

This course provides students with a broad approach to the history, theory, technology, impact, and strategic uses of social media. Social media (such as Twitter, Facebook, blogging, podcasting, and so on) are relatively inexpensive and accessible technologies that enable individuals, almost instantaneously, to create, publish, edit, and/or access messages intended for audiences ranging from a single recipient to millions of readers or viewers. Students will learn how to explore the possibilities and limitations of various social media and will learn how to apply and adapt basic and advanced marketing strategies to construct and critically evaluate social media texts, their impact, and their practical use in marketing contexts. Students will also examine the general strategic uses of social media for advertising, marketing, public relations, journalism, and civic and political participation. Finally, students will gain basic hands-on experience with several forms of the most current social media technology.

Minimum Credits: 3

MKT 605 - Integrated Marketing Communications

This course is concerned with the development, evaluation, and implementation of integrated marketing communication strategies in complex environments. The course deals primarily with an in-depth analysis of a variety of concepts, theories, facts and analytical procedures, techniques and models in topics that include various communication functions, media alternatives and the integrated marketing communication concept.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 609 - Advertising and Public Relations

This course is concerned with the development, evaluation, and implementation of advertising and public relations strategies in complex environments. The course deals primarily with an in-depth analysis of a variety of concepts, theories, facts and analytical procedures. Management of integrated advertising and public relation communication strategies are described in topics that include various communication functions, media alternatives and branding initiatives.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 610 - Promotions Management

This course addresses the specific activities involved in managing an advertising campaign, including research, media selection, copywriting, layouts and the role of ad agencies.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 615 - Relationship Selling Strategies

This course allows students the ability to become familiar with the selling environment. A decision making perspective is accomplished through a modular format that consists of the discussion and analysis of basic concepts, identifying critical decision areas and presenting analytical approaches for improved professional selling and sales management initiatives as they apply to customer satisfaction strategies.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 618 - Marketing Analytics

This course will look at a number of quantitative tools and techniques and their application in a marketing context. The course will focus on understanding the relationship between marketing factors and variables and the consumer. Students will learn how to analyze data in order to guide and support marketing related decision.

Prerequisite(s): MBA 501

Minimum Credits: 3

MKT 620 - Consumer Behavior

The course focuses on the consumer market's behavior by investigating the psychological, sociological, economic, and anthropological theoretical and research based influences. Designing effective marketing strategies, using the knowledge of these influences, will be explored.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 625 - Strategic Internet Marketing

This course will introduce students to the Internet marketing landscape. Through exploring platforms, players and technology, the students will have a better understanding of the business models used in online marketing.

Understanding consumer behavior in an online environment will help in creating integrated online strategies. All these, together with theories of online campaign development and management, with a hands-on approach to marketing automation and intelligence will provide the frame work for a comprehensive understanding of strategic internet marketing.

Minimum Credits: 3

MKT 630 - Market Research

This course addresses the identification of the value of research and the problem to be resolved. Numerous mathematical analysis techniques and research design issues are incorporated.

Prerequisite(s): MKT 500 and QSO 510

Minimum Credits: 3

MKT 635 - Websites and SEM/SEO

This course will provide an introductory overview into the world of search engine marketing (SEM) and search engine optimization (SEO). SEM/SEO strategies will be discussed in detail as students learn the benefits and pitfalls of search marketing and how marketers can use it as a viable tool for reaching customers.

Minimum Credits: 3

MKT 640 - Business to Business Marketing

This course focuses on the business customer market: understanding its behavior and developing effective marketing strategies to reach it.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 645 - Online Marketing Channels

This course will expose students to online marketing channels, such as, social media platform and players, and measurement and analysis. Marketing channels such as internet display advertising, remarketing, email marketing,

affiliate marketing, mobile marketing, video marketing, virtual worlds, gaming, and public relations will also be examined.

Minimum Credits: 3

MKT 650 - Retailing

Addresses the fundamentals of merchandising and promotion from both the perspective of the proprietorship and a chain store manager. Incorporates the topics of franchising, telemarketing, marketing strategies and re-search into the course.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 655 - Social Media Marketing Strategy

This course will develop the students' ability to effectively and successfully create, and implement a social media marketing campaign and evaluate as well as measure its success. Intensive skill building will be placed on creating, applying and integrating the appropriate social media tool that will enable marketers to build high-value relationships with their constituencies. The course will focus on key elements such as determining and matching social media tactics with the appropriate target market and developing strategies to engage those markets using relevant social media channels.

Prerequisite(s): MKT 555

Minimum Credits: 3

MKT 660 - Marketing Strategies for Not-For-Profit Organizations

Students in this course apply marketing concepts and practices to not-for-profit organizations. This course also explores sources of financial support and strategies for their development.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 666 - Social Media Marketing Campaigns

This course will develop the student's ability to effectively and successfully create and implement a social media marketing campaign and evaluate as well as measure its success. Intensive skill building will be placed on creating, applying and integrating the appropriate social media tools to meet the marketing objectives of the organization. The course will focus on key elements such as a) audience, b) campaign objectives, c) strategic plan, d) tactics, e) tools, and f) metrics to measure the campaign.

Prerequisite(s): MKT 655

Minimum Credits: 3

MKT 668 - Services Marketing

The world's economy is undergoing substantial change. Globally, many manufactured products have service components. Domestically, a shift in emphasis from a base in manufactured goods to an economy based in services is in progress. Whether a firm is marketing manufactured goods, services, or a combination, services marketing can provide a competitive advantage. Therefore, understanding the service aspect of business is a requirement for every marketer, in every company, in every industry. This course presents concepts, theories, models and measurements of services marketing using current literature in the field, cases and experiential opportunities. It stresses the global perspective and covers both B2B and consumer services.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 670 - Product Management

This course addresses the growing role of the product manager within the marketing organization and his or her role in new product development and management.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 675 - Ethical and Legal Issues in Marketing

This course examines a range of ethical issues facing marketing managers as seen through the viewpoints of various comprehensive ethical theories. The goal is for students to develop their own ethical framework for making marketing decisions within the knowledge of the various ethical theories and U.S. marketing laws. Traditional topics such as ethics in marketing research, product liability, selling, advertising, and pricing are covered. Emerging ethical issues such as international marketing, competitive intelligence, socially controversial products, privacy, and corporate policies are also examined. However, topics may change to reflect current business concerns. The course is taught using a seminar format utilizing cases and readings.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 678 - Brand Management

Strong brands are increasingly recognized as one of a company's most valuable assets. Brands create expectations in consumers, and by their nature implicate the company in delivering on those expectations. Therefore, the tasks of creating, building and managing brands are critical success factors for a firm. This course seeks to develop in students an understanding of the theories, models, and strategies that enable a firm to achieve its branding goals. Through a combination of text and current research publications, students will be exposed to current and emerging brand theories and models. By analyzing cases, and reading and reviewing current business literature, students will gain understanding into how those theories and models translate into strategies and implementations.

Prerequisite(s): MKT 500

Minimum Credits: 3

MKT 679 - Advanced Marketing Research and Analytic

This course is the capstone for the Marketing Research and Analytics concentration. The course will use the background knowledge from the Marketing Analytics and Marketing Research courses to assess marketing strategies based upon the analysis and interpretation of consumer behavior data.

Prerequisite(s): MKT 618 and MKT 630

Minimum Credits: 3

MKT 690 - Corporate Communications

This course provides students with an understanding of contemporary issues facing corporations, including consumerism, environmentalism and globalism, and the role of public relations in helping an organization thrive in its environment. The four-part public relations process of research and fact-finding, planning and programming, implementing and communicating and evaluating is reviewed.

Minimum Credits: 3

MKT 700 - Marketing Capstone

This capstone course integrates previous coursework and practical experience with a focus on authentic demonstration of competencies outlined by the program. Rather than introducing new concepts, students will

synthesize prior learning to design, develop, and execute an analytics project on their chosen subject as a culmination of their studies. The course will be structured around this critical capstone assessment, so that students have the appropriate support and resources required to be successful.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

MKT 710 - Marketing Internship

The primary goal of the internship experience is to expose graduate students to actual practices in the world of work outside of the classroom, to relate this experience to academic course work and to synthesize the two in a practical application of knowledge in an experiential setting. Secondly, internships offer the opportunity to develop crucial job searching skills, explore career interests, enhance your resume, make contacts in your chosen field and build references for future employment. Each intern will work in a career-related position during the academic term for which the student is enrolled for the internship - Term 1, Term 2, Term 3 or Term 4 - completing a minimum of 150 hours on the job per 3 credits.

Prerequisite(s): Grad Internship only

Minimum Credits: 3

Mathematics

A graphing calculator (Texas Instruments TI-83 or better) is strongly recommended for use in all mathematics courses.

MAT 106 - Math for Elementary Education I

This is the first course of a two-semester sequence which explores the mathematics content in grades K-6 from an advanced standpoint. Topics include: problem solving; functions and graphs; and numbers and operations. This course is open to Early Child Education, Elementary Education, Middle School Mathematics Education, Music Education and Special Education Majors ONLY.

Minimum Credits: 3

ESTM EGED FMAT

MAT 121^ - Math Concepts & Techniques for Business

[^] *Inactive Course* An anthology for business majors, this course enriches and augments the techniques developed in MAT 120. Special attention is given to developing the topics using business examples and employing calculators and computer packages. Topics covered include matrices and their applications, an introduction to linear programming, the summation notations and an introduction to calculus applied to polynomials. (Students who have completed MAT 150 may not register for MAT 121.) Offered every semester.

Minimum Credits: 3

MAT 130 - Applied Finite Mathematics

This course is designed to prepare students for other courses in the core curriculum and in their majors and to provide a basis for making decisions in life after graduation. Topics include mathematics of finance, probability and counting, descriptive statistics and basic linear regression. (Students who have successfully completed MAT 120 or MAT 150 may not register for MAT 130).

Minimum Credits: 3

ESTM EGED FMAT

MAT 135 - The Heart of Mathematics

In this course, students will consider beautiful and profound mathematical concepts on par with the great works of Shakespeare, Plato and Michelangelo in the realms of literature, philosophy and the arts. Topics may include numerical patterns in the nature, the golden rectangle, Platonic solids, topological equivalence, symmetry, prime numbers, infinity, fractals and other subjects.

Minimum Credits: 3

FMAT ESTM EGED

MAT 140 - Precalculus

This course emphasizes the algebra and concepts of functions. Students will learn the properties and graphing techniques for different types of functions including: linear, polynomial, rational, trigonometric, exponential, and logarithmic functions. Students will also learn to solve a variety of real world problems that rely on a number of different problem solving strategies and an understanding of these different types of functions.

Minimum Credits: 3

ESTM EGED FMAT

MAT 206 - Math for Elementary Education II

This is the second course of a two-semester sequence which explores the mathematics content in grades K-6 from an advanced standpoint. Topics include: descriptive statistics; probability; algebra; geometry and measurement. This course is open to Early Child Education, Elementary Education, Middle School Mathematics Education, Music Education and Special Education Majors ONLY.

Minimum Credits: 3

ESTM EGED FMAT

MAT 210 - Applied Calculus I

This is an introductory course in single-variable calculus. Topics include limits, continuity, derivatives, differentiation, integration and the Fundamental Theorem of Calculus. Students will gain experience solving real-world problems involving calculus, including problems in business, economics, natural sciences and social sciences.

Minimum Credits: 3

ESTM EGED FMAT

MAT 211 - Applied Calculus II

This course is a continuation of MAT 210. Topics include integration by parts, functions of several variables, trigonometric functions, techniques of integration, differential equations, Taylor polynomials and infinite series. Students will learn applications in business, economics, natural sciences and social sciences.

Prerequisite(s): MAT 210 with a grade of C or better; or AP Calculus with exam grade of 3 or better

Minimum Credits: 3

ESTM EGED FMAT

MAT 225 - Calculus I: Single-Variable Calculus

Calculus is the mathematical study of change that has widespread applications in science, engineering, economics and business. This course provides a rigorous introduction to single-variable calculus. Topics include limits, continuity, differentiation and integration of algebraic, trigonometric, exponential, and logarithmic functions, applications of derivatives, and integration, including the Fundamental Theorem of Calculus. This course will encourage students to think beyond memorizing formulas and to work towards understanding concepts.

Minimum Credits: 3
ESTM EGED FMAT

MAT 230 - Discrete Mathematics

Discrete mathematics is the study of mathematical structures that are fundamentally discrete rather than continuous. That is, in contrast to the real numbers that vary continuously, the objects of study in discrete mathematics take on distinct, separated values. Topics include operations on sets, logic, truth tables, counting, relations and digraphs, functions, trees and graph theory. A significant goal of this course is to improve students' critical-thinking and problem-solving skills.

Minimum Credits: 3
ESTM EGED FMAT

MAT 240 - Applied Statistics

This is a fundamental course in the application of statistics. In this course, students will learn to apply statistical techniques to a variety of applications in business and the social sciences. Students will learn how to solve statistical problems by hand and through the use of computer software. Topics include probability distribution functions, sampling distributions, estimation, hypothesis testing and linear regression.

Minimum Credits: 3
ESTM EGED FMAT

MAT 260 - Cryptology

Cryptology is a mathematically rich subject that includes both cryptography - the science of making secret codes - and cryptanalysis - the science of breaking secret codes. Historically, cryptology has played a central role in military and government covert actions and modern-day data security. In this course, we develop a number of mathematical topics including modular arithmetic, statistics, probability, permutation functions, algorithms, binary numbers, base twenty-six, primes, factorization, the Euclidean algorithm, and Fermat's Little Theorem as they pertain to classical cryptographic techniques, symmetric computer-based cryptography, and public key cryptography. We also examine the historical backdrop of cryptology and examine legal issues concerning cryptology.

Prerequisite(s): MAT 140, MAT 210 or MAT 230 with a grade of C or better
Minimum Credits: 3
IIRO ESTM EGED

MAT 275 - Calculus II: Integration & Series

This course is a continuation of MAT 225 that deepens a student's understanding of single-variable calculus. Students will learn new techniques of integration, including substitution, integration by parts, partial fractions, and integration tables. This course will also extend a student's knowledge of addition. That is, students already know how to add two, three, or n numbers together but, in this course they will learn how to add an infinitely many numbers together. This will enable students to represent differentiable functions-including exponential, trigonometric and logarithmic functions-as functions that look like polynomials with infinitely many terms. In doing so, students will enhance their abilities to evaluate and estimate integrals. Finally, students will also learn about parametric curves and polar coordinates-both useful tools for describing the motion of moving objects such as projectiles, planets, or satellites-in order to apply single-variable calculus skills in additional settings.

Prerequisite(s): MAT 225 with a grade of C or better
Minimum Credits: 3
ESTM EGED FMAT

MAT 299 - Mathematical Proof and Problem Solving

This course introduces students to the language and methods used to create and write mathematical proofs and solve problems. Methods of proof will include: direct, contrapositive, contradiction, and induction. Methods of problem solving will be based on Polya's four steps for problem solving. Students will learn about and utilize the many functions of proof including: verification, explanation, communication, discovery, justification, and inquiry. The course will also explore the relationship between problem solving and the process of proving. Students will explore fundamental abstract concepts in mathematics including: functions and relations, set theory, number theory, and logic.

Prerequisite(s): MAT 230 with a grade of C or better

Minimum Credits: 3

FMAT ESTM EGED

MAT 300 - Applied Statistics II: Regression Analysis

This is a second course in statistics that builds upon knowledge gained in MAT 240 or an AP statistics course. Students will learn to build statistical models and implement regression analysis in real-world problems from engineering, sociology, psychology, science, and business. Topics include multiple regression models (including first-order, second-order and interaction models with quantitative and qualitative variables), regression pitfalls, and residual analysis. Students will gain experience not only in the mechanics of regression analysis (often by means of a statistical software package) but also in deciding on appropriate models, selecting inferential techniques to answer a particular question, interpreting results, and diagnosing problems.

Prerequisite(s): MAT 240 with a grade of C or better

Minimum Credits: 3

MAT 310 - Number Theory

This is an introductory course in Number Theory. The course will explore the properties of, and the relationship between, the natural numbers, integers, rational numbers, and irrational numbers. This course will explore and prove theorems related to topics in number theory such as: Pythagorean Triples, Divisibility, The Fundamental Theorem of Arithmetic, Congruences, the Chinese Remainder Theorem, Prime numbers, Modulo arithmetic, Pell's Equation, Diophantine's Approximation, and the Gaussian Integers.

Prerequisite(s): MAT 299 with a grade of C or better

Minimum Credits: 3

MAT 325 - Calculus III: Multivariable Calculus

Many real-world applications of calculus in science, engineering, economics, and business employ functions with many variables. This course extends the basic concepts of single-variable calculus developed in MAT 225 and MAT 275 to functions of several variables. Topics include vectors, the geometry of space, vector-valued functions, motion in space, partial derivatives and multiple integrals.

Prerequisite(s): MAT 275 with a grade of C or better

Minimum Credits: 3

MAT 330 - Differential Equations

Differential equations are useful in modeling real-world phenomenon involving rates of change such as the spread of disease, the change in a population, the free fall of an object, and the decay of a radioactive substance. This is a first course in differential equations. Topics include solving first- and higher-order differential equations and modeling with first- and higher-order differential equations.

Prerequisite(s): MAT 211 with a grade of C or better

Minimum Credits: 3

MAT 350 - Applied Linear Algebra

This is a first course in linear algebra and matrices. Topics include systems of linear equations, linear independence, matrices of linear transformations, matrix algebra, determinants, vector spaces, eigenvalues and eigenvectors. After mastering the basic concepts and skills, students will use their knowledge of linear algebra to model a selection of applied mathematics problems in business, science, computer science and economics.

Prerequisite(s): MAT 210 with a grade of C or better

Minimum Credits: 3

MAT 361 - Geometry for Teachers

This course will examine concepts in Euclidean and non-Euclidean geometries. Course topics include: area and volume, congruence and similarity, properties of and relationships among geometric shapes and structures. The Pythagorean Theorem, and motion and symmetry. Students will engage with these concepts through proofs, problem solving, dynamic geometric software, and through activities used in middle school mathematics. Throughout the course students will be given opportunities to relate the mathematical concepts studied to the mathematical concepts they will be teaching.

Prerequisite(s): MAT 299 with a grade of C or better

Minimum Credits: 3

MAT 375 - Mathematical Modeling

This course introduces students to the art of mathematical modeling. Using a scenario-based approach, students will examine model construction, analysis, interpretation, and evaluation in wide variety of contexts. Graphical, numerical, and symbolic techniques are employed to investigate real-world data and phenomena.

Prerequisite(s): Minimum grade of C in MAT 230, MAT 330 and MAT 350

Minimum Credits: 3

MAT 380 - Error-Correcting Codes

Error-correcting codes play a hidden but central role in modern society, ensuring the accuracy of information stored in DVDs, hard drives and flash drives, and sent over cell phone, the internet and satellites among other digital technologies. A central problem in coding theory is devising a means to transmit information as correctly and efficiently as possible given the expected interference in channels such as wired and wireless networks. The modern-day discipline of coding theory began in 1948 when Claude Shannon proved, in a no constructive way, that there exist optimal codes that maximize both transmission rates and error-correction capabilities. Since then, theoretical mathematicians have been engaged in constructing and researching optimal codes. Topics in this pure math course include Shannon's Theorem on the existence of optimal codes, linear codes, double-error-correcting BCH codes, cyclic codes and Reed-Muller codes.

Prerequisite(s): MAT 350 with a grade of C or better

Minimum Credits: 3

MAT 410 - Operations Research

This course introduces students to deterministic modeling in the field of operations research. Using a scenario-based approach, students will explore linear, integer, and nonlinear programming as applied to classical and contemporary optimization problems.

Prerequisite(s): MAT 375 with a minimum grade of C

Minimum Credits: 3

MAT 415 - Abstract Algebra

Algebra is concerned with sets of objects and operations on these sets. This course will take students beyond the real number and polynomials to groups and other algebraic structures. In a modern, or abstract algebra course, one assumes a small number of basic properties as axioms and then proves many other properties from the axioms. This will assist the student in becoming more proficient at proof-writing.

Prerequisite(s): MAT 299 with a grade of C or better

Minimum Credits: 3

MAT 420 - Dynamic Models

This course introduces students to dynamical models within the field of science. Linear and nonlinear models and systems are explored through the lens of classical and contemporary science applications. Emphasis is placed on stability, bifurcations, and linearization.

Prerequisite(s): MAT 375 with a minimum grade of C

Minimum Credits: 3

MAT 430 - Seminar in Applied Mathematics

MAT 420 In this culminating course, students apply mathematical and/or statistical skills to a particular focus area by completing a research project in applied mathematics. The topic of the project is selected from a list of topics in the applied sciences (economics, engineering, physics, chemistry, biology, epidemiology, pharmacology, physiology, music, or the social sciences); application of technology tool is required to model the problem, analyze data, obtain quantitative results, and complete the project.

Prerequisite(s): MAT 375 with a minimum grade of C; and a minimum grade of C in MAT 240, MAT 410, or MAT 420

Minimum Credits: 3

MAT 460 - Topology

This course introduces students to point set and algebraic topology. Topics include topological spaces, continuous functions, connectedness, compactness, homotopy of paths, the fundamental group, and covering spaces. This course is appropriate for students who are considering graduate school in mathematics as well as other students who are interested in theoretical math.

Prerequisite(s): MAT 299 with a grade of C or better

Minimum Credits: 3

MAT 470 - Real Analysis

This course provides a theoretical foundation for single-variable calculus concepts. Topics include the structure of the real numbers, sequences, continuity, differentiation and Riemann integration. This course will be run as a seminar that emphasize problem solving, proof writing and orally defending proofs.

Prerequisite(s): MAT 299 with a grade of C or better

Minimum Credits: 3

MAT 480 - Independent Study

This course allows the student to investigate any mathematics subject not incorporated into the curriculum. Offered as needed. Instructor permission required.

Minimum Credits: 3

Nursing

IHP 220 - Applied Nutrition

An introductory course in normal and therapeutic nutrition designed for students in allied health programs. The course focuses on the application of basic principles of nutrition to health promotion and disease prevention, as well as the role of nutritional intervention as a therapeutic tool in specific pathologies. It will include discussions of contemporary issues in nutrition.

Minimum Credits: 3

IHP 323 - Health Aspects of Human Sexuality

This course will provide an introduction to recent findings on the study of human sexual behavior, with emphasis on the interaction between psychological, social, and biological factors. Topics include sexual differentiation and development, the sexually transmitted infections and HIV, sexual orientation, and patterns of sexual behavior. Students will receive an overview of the dynamics of human sexuality, specifically, examining the influence and importance of human sexuality as it relates to individuals, communities, and global populations with specific aim towards health promotion activities.

Minimum Credits: 3

IHP 325 - Dimensions of Mental Health

This course examines the comorbidity of mental and physical disorders, taking a lifespan epidemiological approach. The increasing complexity in the field of mental health with clients that live and work in the community with a variety of disorders is explored. Emphasis is placed upon theories and empirical research clarifying comorbidities, risk factors, and mechanisms and strategies to help these individuals live productive and satisfying lives

Minimum Credits: 3

IHP 340 - Statistics for Healthcare Professionals

This course explores the basic statistical concepts of inference, variability, and statistical significance. Statistical methods used to describe data, quantify relationships and to test for differences between means will be studied. Parametric statistics will be the main focus but some common nonparametric tests will be introduced. The course will focus on the interpretation of published research findings.

Minimum Credits: 3

ESTM EGED FMAT

IHP 415 - Independent Study

This course offers an individualized opportunity to study an issue or topic relevant to the theory and/or practice of a nursing and/or health care specialty. Students wishing to enroll in this course should present to faculty a well-defined topic for investigation. Plans for advanced study should be established during the semester previous to the one in which the student wishes to take the course. The course of study will be completed in consultation and collaboration with the student's faculty advisor and documented in a comprehensive, scholarly report at the end of the semester. The Associate Dean of Nursing and Health Sciences will grant the final approval on all students enrolled in this course.

Minimum Credits: 1

Maximum Credits: 12

IHP 501 - Global Health and Diversity

Global Health and Diversity is a problem-based course designed to give students an overview of health promotion issues, explore selected current topics in health and health policy from a national and global perspective, and investigate the consequences these issues have for the health status of individuals, populations, and society. This course will provide the theoretical foundation to allow the practitioner to design interventions that promote health and behavior change in the individual client within the community setting. The concepts of health literacy, consumer advocacy, and their impact of health promotion will be explored.

Prerequisite(s): Must be enrolled in MSN or MSM program

Minimum Credits: 3

IHP 504 - Healthcare Policy and Financing

Developed for the health care administrator and providers, this course prepares students with a full understanding of financial planning, control measures and financial management to effectively examine and address the complex financial challenges within the healthcare sector. Analysis and identification of healthcare financial trends, finance sources and reimbursement models will be addressed.

Prerequisite(s): Must be enrolled in MSN or MSM program

Minimum Credits: 3

IHP 505 - Leadership in Clinical Microsystems and Process

This course covers clinical microsystem concepts, tools, techniques, and processes within the context of a clinical or supporting microsystem. This course will use current theories to approach issues related to the redesign of healthcare services to improve quality, add value, reduce variation and improve morale, by empowering frontline caregivers. This course builds upon the Dartmouth Hitchcock Microsystem Improvement Curriculum and the QSEN Graduate Nursing Competencies.

Prerequisite(s): Must be enrolled in MSN or MSM program

Minimum Credits: 3

IHP 605 - Error Science, Risk Assess & Disclosure

This course focuses on error theory and systems thinking as well as methods for risk assessment and safety improvement, including high-risk contexts for error occurrence. Students will be introduced to what is currently known about effective methods for error disclosure. Students will develop proficiency with patient safety risk assessment and improvement methods, principles of safe system design, apology and related patient safety priorities. The course includes a discussion of the legal issues prevalent in the current health care environment.

Minimum Credits: 3

IHP 610 - Health Policy, Law, Ethics, and Regulation

Students in this course examine the role of health care policy and legal, regulatory, and quality control in ethical decision making in professional healthcare practice. Students explore concepts and principles of healthcare policy, legal control, ethical conduct, and regulatory environments and their application to the healthcare environment through the lens of the professional discipline. Students evaluate the impact of health care policy and multicultural, socioeconomic, political, legal, and regulatory factors on health care access disparities and examine ways to articulate the needs of individuals, communities, and vulnerable populations to consumers and appropriate officials. Students also focus on the importance of cultural competence and ethical decision making within healthcare delivery systems.

Prerequisite(s): Must be enrolled in MSN or MSM program

Minimum Credits: 3

IHP 615 - Independent Study

This course offers an individualized opportunity to study an issue or topic relevant to the theory and/or practice of a nursing and/or health care specialty. Students wishing to enroll in this course should present to faculty a well-defined topic for investigation. Plans for advanced study should be established during the semester previous to the one in which the student wishes to take the course. The course of study will be completed in consultation and collaboration with the student's faculty advisor and documented in a comprehensive, scholarly report at the end of the semester. The Associate Dean of Nursing and Health Sciences will grant the final approval on all students enrolled in this course.

Prerequisite(s): Contact your advisor to register

Minimum Credits: 1

Maximum Credits: 12

NUR 310 - Nursing Leadership and Management

This course explores the complex structures of organizations and the roles of nurses within health-care organizations. The course provides students with an in-depth understanding of how healthcare organizations are formed and how current and emerging factors influence the structure and function of the organization. The course will also integrate nurse leadership and management theories and skills. The emphasis will be on the nurse functioning within a complex organizational system to influence and improve organizational outcomes. Students will have the opportunity to develop leadership and management skills, including areas of critical thinking, problem-solving and decision-making, change and conflict management, teamwork and collaboration, delegation and competency, power and influence, resource management (planning, budget, staffing, and culturally diverse workforce), and career development. Must be enrolled in the Nursing program.

Prerequisite(s): Must be enrolled in Nursing program

Minimum Credits: 6

NUR 320 - Patient-Centered Assessments

In this course, students analyze effective health assessment methods, communication strategies, and interdisciplinary collaboration techniques used in a variety of health care settings. Students conduct comprehensive evidence-based health assessments encompassing environmental, genetic, multicultural, ethnic, and socioeconomic factors and consider the skills members of collaborative interdisciplinary teams need to promote evidence-based quality care for individuals, groups, communities, and diverse populations. Students also explore ways of adapting their communication style to meet the specific needs for their audience. Must be enrolled in the Nursing program.

Prerequisite(s): Must be enrolled in Nursing program

Minimum Credits: 6

NUR 330 - Research and Evidence-Based Practice

This course introduces students to the application of research and information technology in the nursing and evidence-based practice. Students identify the ways information systems and patient care technologies have contributed to improved patient outcomes; evaluate the safeguards, secure practices, and ethical standards needed to promote and support data security, patient confidentiality, and regulatory requirements; and explore effective use of patient care technologies, communication systems, and information systems across the health-illness continuum. Students also examine ethics in nursing research and scholarship and the relationships among theory, research, and behavior in the application of evidence-based nursing practice.

Minimum Credits: 6

NUR 410 - Community and Global Health

In this course, students focus on developing the knowledge, skills and techniques needed to function as effective team members in public- or community serviced-based health care settings. Students consider collaborative and innovative strategies for enhancing and improving current health care system approaches based on national and global holistic needs assessments and identify ways to advocate for quality patient and community outcomes and apply tribal, community, and global wellness strategies to professional practice. Must be enrolled in the Nursing program.

Prerequisite(s): Must be enrolled in Nursing program

Minimum Credits: 6

NUR 480 - Policy, Law, Ethics, and Regulation

Students in this course examine the role of health care policy and legal, regulatory, and quality control in ethical decision making in professional, healthcare practice. Students explore concepts and principles of health care policy, legal control, ethical conduct, and regulatory environments and their application to the healthcare environment through the lens of the professional discipline. Students evaluate the impact of health care policy and multicultural, socioeconomic, political, legal, and regulatory factors on health care access disparities and examine ways to articulate the needs of individuals, communities, and vulnerable populations to consumers and appropriate officials. Students also focus on the importance of cultural competence and ethical decision-making within healthcare delivery systems. Must be enrolled in the Nursing program.

Prerequisite(s): Must be enrolled in Nursing program

Minimum Credits: 6

NUR 500 - Advanced Nursing Concepts

In this course students analyze historical and evaluate current nursing concepts and theories. Students will examine the linkages of empirical, aesthetic, ethical, personal, and sociopolitical patterns on knowing with the conceptual models and paradigms of nursing. Students will explore the components of conceptual-theoretical-empirical structures for theory-generating and theory-testing research.

Minimum Credits: 3

NUR 502 - Teaching and Learning in Nursing

This course covers instructional frameworks, learning environments, and classroom and student management and motivation techniques. Learners explore theories associated with optimizing the teaching experience and student outcomes and gain an understanding of the teaching, learning, communication, and motivation strategies used for specific learning situations and student populations. Learners identify various learning barriers and formulate appropriate teaching strategies to address them, including acknowledging and using emotional intelligence. As part of this course, learners are required to teach in an online course room. Must be enrolled in the MSN program.

Prerequisite(s): Must be enrolled in MSN program

Minimum Credits: 3

NUR 506 - Evidence-Based Practice

Emphasis in this course is on theory-guided and evidence-based research to prepare students to become proficient in translating research into practice, using research as a tool to improve practice. Students will gain the skills to identify clinically focused issues and evaluate the best design to resolve the issue. Critical analysis of qualitative and quantitative research findings in order to apply best evidence to clinical problems will be emphasized, while analyzing the ethical conduct of clinically focused research. Students will gain the knowledge and skills to conduct a systematic review of the literature and synthesize research related to a clinical problem.

Minimum Credits: 3

NUR 601 - Advanced Pathophysiology

This course in organ systems physiology is designed to teach the fundamentals of normal function that are essential to understanding clinical problems. It will integrate advanced concepts of health assessment, including anticipatory guidance, prevention, and detection of risk factors and disease. Students will continue to develop critical thinking skills to make effective, patient-centered, clinical decisions through case studies. Examples from pathophysiology are used to illustrate physiological concepts that will be analyzed, interpreted, and evaluated. This course includes all major organ systems. It assumes previous academic preparation in anatomy and physiology, an understanding of basic algebra and simple physiology, as well as experience in conducting a health history and physical assessment. Discussion sessions and problem-set case studies provide opportunities to synthesize content and discuss clinical problems.

Minimum Credits: 3

NUR 602 - Advanced Pharmacology Across the Life Span

Content focuses on current concepts in the pharmacologic therapies of common health care problems seen in primary and acute care health care. Basic pathophysiology, clinical pharmacology, modes of therapy, and monitoring parameters are explored. Diagnosis and management of health care problems and their treatment regimens are discussed. Case studies are utilized to clarify, reinforce, and correlate therapeutics with specific health care problems.

Minimum Credits: 3

NUR 603 - Epidemiology

This course provides an in-depth exploration of the concepts and methods of epidemiological research. Students will critique the principles of epidemiology with an emphasis on health promotion and disease prevention research. Epidemiologic concepts, bio-statistical principles and research design strategies are emphasized. Students will critique current epidemiologic study designs and develop an epidemiologic proposal with implications for health promotion.

Minimum Credits: 3

NUR 604 - Healthcare Quality and Improvement

This course focuses on the knowledge, skills, attitudes needed to assure quality patient and family centered care provided through interdisciplinary collaborative care. Students will focus on strategies that contribute to building a culture of safety assuring accountability and reliability in care processes. Health policy issues access to care, and cost issues are addressed including pay for performance, quality outcomes, and nurse sensitive outcomes, with a special focus on healthcare reforms focus on quality.

Minimum Credits: 3

NUR 605 - Error Science, Risk Assessment and Disclosures

This course focuses on error theory and systems thinking as well as methods for risk assessment and safety improvement, including high-risk contexts for error occurrence. Students will be introduced to what is currently known about effective methods for error disclosure. Students will develop proficiency with patient safety risk assessment and improvement methods, principles of safe system design, apology and related patient safety priorities. The course includes a discussion of legal issues prevalent in the current health care environment.

Minimum Credits: 3

NUR 606 - Communications and Collaboration

This course introduces advanced communication strategies for patient safety success in the current healthcare environment. Course topics include: enhanced communication skills, individual and group design/presentation techniques, hand-off, chain of command, critical thinking strategies and skills, stress and time management, group process and group dynamics. This course challenges the students to use creative and critical thinking to become a creative patient safety/problem-solver and leader working within a complex healthcare environment.

Minimum Credits: 3

NUR 607 - Advanced Health Assessment

In this course, students will build on previous clinical experience as well as undergraduate course work to master health assessment skills and communication strategies. Students conduct comprehensive evidence-based health assessments encompassing environmental, genetic, multicultural, ethnic, and socioeconomic factors. Students also explore ways of adapting their communication style to meet the specific needs of their audience. The course also focuses on mastering the physical and mental health exam and formulating plan to ensure effective patient centered care.

Minimum Credits: 3

NUR 680 - Nursing Capstone Seminar

Students critical analyze proposals for healthcare quality and safety plans, or clinical problems as developed by student participants. To be taken concurrently with NUR 681

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

NUR 681 - Nursing Capstone Project

Students design and analyze a healthcare issue, proposal of policy options, recommendations for action or an evaluation strategy for a selected healthcare setting. Students are evaluated according to criteria, negotiated in advance, that demonstrate current industry best practices. To be taken concurrently with NUR 680.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

Organizational Leadership

OL 125 - Human Relations in Administration

The human relations skills that managers need to develop interaction skills that contribute directly to effective human resource management and the development of higher productivity are studied. Skill areas include leadership, motivation, communications, group dynamics, organizational development, management by objectives, and stress and time management. Students learn techniques for becoming more effective managers, subordinates, peers and persons. Students are introduced to the international aspects of human relations.

Minimum Credits: 3

OL 211 - Human Resource Management

This course examines the fundamentals of policies and administration. Major tasks of procedures and developing, maintaining and utilizing an effective team are studied. Students are introduced to international human resource

management. Offered every semester.

Minimum Credits: 3

OL 215 - Principles of Management

This course is designed to examine the fundamentals and principles of management in order to develop an understanding of management in any formal organization. Special attention is paid to planning and decision-making. International management is also covered. Offered every semester. Writing Intensive Course.

Prerequisite(s): ENG 10, ENG 120 or ENG 200 and ADB 125, OL 125 or TCI 250

Minimum Credits: 3

OL 265 - Intro to Managing Not-for-Profit Orgs

This introduction course will examine the theory and practice of leadership and decision-making in the nonprofit sector. Students will be exposed to core classic and contemporary theories on leadership, management, governance and organizational effectiveness of nonprofit organizations.

Minimum Credits: 3

OL 301 - Real Estate

This comprehensive real estate course deals with all the aspects of real estate necessary to operate as a real estate salesperson or broker. Offered as needed.

Minimum Credits: 3

OL 317 - Small Business Management

The problems involved in starting and operating a successful small business, selecting the location, determining how to borrow money, budgeting and credit are discussed. Junior standing or permission of instructor.

Prerequisite(s): ACC 102 or ACC 202 and ADB 215 or OL 215 and MKT 113

Junior prereg status

Minimum Credits: 3

OL 318 - Employee and Labor Relations

This course examines employee-management relationships in both the union and non-union environments with an emphasis on best practices. Junior standing or permission of instructor.

Prerequisite(s): Junior prereg status

Minimum Credits: 3

OL 320 - Entrepreneurship

This course focuses on the factors that contribute to the personal success of entrepreneurs and affect successful entrepreneurship. Entrepreneurship is also studied. Case studies, contemporary readings and simulations are used. International considerations are included. Offered every year.

Minimum Credits: 3

OL 321 - Business Plan Preparation

Students will prepare, either individually or in teams, a comprehensive business plan for a new venture. Junior standing or permission of instructor.

Prerequisite(s): ACC 202, MKT 113, OL 215 and OL 320

Junior prereg status

Minimum Credits: 3

OL 322 - Managing Organizational Change

This course focuses on the effective management of human resources during the process of change. It emphasizes change management as a tool for survival, growth, increased productivity and conflict management in the complex and volatile business environment of today and the future. Change in an international environment also is discussed. Offered every year. Team intensive course. Junior standing or permission of instructor.

Prerequisite(s): ADB 215 or OL 215

Junior prereg status

Minimum Credits: 3

OL 324 - Managing Quality

Students study total quality management (TQM), which is crucial to efficient resource allocation and effective human resource management. Major factors affecting quality and strategies for effective total quality management are covered through the use of contemporary texts, reading, cases, exercises and simulations. International considerations also are studied. Offered every year. Team intensive course.

Prerequisite(s): ADB 125 or OL 125

Minimum Credits: 3

OL 325 - Total Rewards

This course covers the development and administration of compensation and benefit programs for organizations. Wage theory, principles and practices, unemployment security, worker income security, group insurance, and disability and pension plans are investigated. Emphasis is placed on objectives, policies, organization, implementation and revision of compensation and benefit systems. Offered as needed. Junior standing or permission of instructor.

Prerequisite(s): ADB 211 or OL 211

Junior prereg status

Minimum Credits: 3

OL 326 - Social Environment of Business

This course examines the interrelationships among business, government and society and how these relationships evolve over time and shape our world. Through the use of readings, cases, and class discussions, students will examine a variety of important topics impacting the global business environment, including business power, corporate social responsibility, business ethics, regulation, multinational corporations, globalization, pollution and environmental quality. A key focus is on the historical origins of the tensions amongst wealth, virtue, and business and society in developed and developing nations and economies. Global marker. Junior standing or permission of instructor.

Prerequisite(s): Junior prereg status

Minimum Credits: 3

OL 328 - Leadership

This course examines leadership as an inter-personal and intra-organizational phenomenon with an emphasis on student leadership development. It includes leadership assessment, leadership development, the leadership process, the contagious nature of leadership, leadership and productivity, motivation, and effective leadership styles and theories. An international perspective is included. Current readings, research, simulations and exercises are used.

Offered every year. Team intensive course.

Prerequisite(s): ADB 125 or OL 125

Minimum Credits: 3

OL 330 - Grant Writing

The ability to secure funding through grant writing is essential for nonprofit organizations. This course covers strategy for aligning the needs of the nonprofit organization to available funding sources. Additionally, the course reviews how to identify a need for funding, source grant opportunities, mutual benefits between a nonprofit and a funder's mission, and the grant writing process.

Minimum Credits: 3

OL 342 - Organizational Behavior

This course focuses on the primary factors that influence behavior in organizations. Emphasis is placed on leadership, group dynamics, inter- group dynamics, organizational structure and design, change, culture, power and politics, environment and technology and organizational behavior in an international context. Offered every year.

Writing and team intensive course. Junior standing or permission of instructor.

Prerequisite(s): ADB 125 or OL 125

Junior prereg status

Minimum Credits: 3

OL 421 - Strategic Management and Policy

Business School Capstone Course. This interdisciplinary approach to the study of the process of strategic management includes strategic analysis planning, implementation, evaluation and control from the perspective of top management in profit-making U.S. and international corporations, and public and non- profit organizations. Text and case studies are used extensively. Writing and team intensive course. Experience with Microsoft Office or equivalent is required. Senior standing or permission of instructor.

Prerequisite(s): ACC 102 or ACC 202 or ACC 214 or HTM 320 and MKT 113

Senior prereg status

Minimum Credits: 3

OL 442 - Human Resource Strategy and Development

This course provides an in-depth examination of human resource strategy and development. Students will gain an understanding of the importance of sound HR practices and the integral role they play in achieving organizational success. Students will examine the environment of HR management; the challenges of staffing organizations, locally and internationally; the relationship of a learning organization to training and development; the role compensation and benefit strategies play in motivating the developing employee; and the concerns and issues related to employee and labor relations. Senior standing or permission of instructor.

Prerequisite(s): OL 211 and OL 325 or OL 318

Senior prereg status

Minimum Credits: 3

OL 445 - Nonprofit Management Seminar

The nonprofit management seminar provides students with an opportunity to apply knowledge toward identifying solutions and strategies for addressing challenges facing nonprofit leaders. Students will assume a leadership role of a nonprofit organization in a simulated experiential environment. Students will have completed 21 credits in Organizational Leadership.

Minimum Credits: 3

OL 490 - Business Administration Internship

This is a semester-long, supervised, career-related work experience. A final written analysis of the work program or a specific project report and monthly on-the-job reports aid the student in relating academics to practice. Offered every year.

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

OL 492 - Business Studies Internship

Offered every year.

Minimum Credits: 0 (variable credit course)

Maximum Credits: 12

OL 500 - Human Behavior in Organizations

This course is a study of individuals and groups and their interaction. Students examine theories of motivation, communication, leadership, power and change with practical relation to contemporary issues. They also study organizations for key design variables and reward systems aimed at improved performance and organizational efficiency through employee motivational programs, participative management and cooperative decision making.

Minimum Credits: 3

OL 501 - Business Foundations

This course is a foundational survey of the principles, vocabularies, and mechanics of how business firms function. The course is designed to give students with little or no business background the exposure and acumen necessary for advanced coursework in business-related topics and to appreciate the complex interactions of markets and firms. Financial aspects of business including the accounting system, financial statements, and financial reporting are covered in addition to the major macro- and micro-economic theories and market concepts that influence business.

Prerequisite(s): Contact your advisor to register

Minimum Credits: 3

OL 600 - Strategic Human Resource Management

This course emphasizes the strategic role of the human resource manager in performing functions of recruitment, hiring, training, career development and other contemporary processes within the organizational setting. It serves as an introduction to the areas of compensation, collective bargaining, affirmative action and other regulatory procedures and requirements as they relate to contemporary applications in organizations.

Minimum Credits: 3

OL 610 - Employee and Labor Relations

This is a study of public and private labor relations and methods of dispute resolution that stresses labor agreement administration, grievance procedures and arbitration. It includes the examination of the history of union-management relations, bargaining and negotiation strategies. The limitations of the use of power also are studied.

Prerequisite(s): OL 500 and OL 600

Minimum Credits: 3

OL 620 - Total Rewards

This course examines the compensation and benefits functions within the organizational structure and ways they impact the management function. Topics include job analysis, surveys, wage scales, incentives, benefits, HRIS systems and pay delivery administration. Students design a compensation and benefits program as a course outcome.

Prerequisite(s): OL 500 or OL 501 and OL 600

Minimum Credits: 3

OL 630 - Entrepreneurship and Small Business Management

This course is a study of entrepreneurship and small businesses from a management standpoint and includes the analysis of research, marketing, taxes, forms of business, capital and venture capital opportunities. Students complete a real- world project or Small Business Institute consultancy.

Minimum Credits: 3

OL 635 - Consulting

Students examine consulting, from defining what a consultant is to analyzing the problems and expenses involved in starting a consulting business. Topics include promotion, establishment of a client list, computers that support consulting and contracts.

Minimum Credits: 3

OL 640 - Franchising

Topics include research, analysis, evaluation, financing and legal requirements of existing and potential franchises. Also included are methodologies of the franchise agreement, the operating manual, the Uniform Franchise Offering Circular (UFOC), and research and marketing theory and practice. Students prepare a research paper based on a real or proposed franchise. The course also examines international franchising. Background preparation: 3 credit hours in marketing and business law or the equivalent.

Minimum Credits: 3

OL 645 - Law, Ethics, and Politics in HR

This course contends with the question, "Is legal compliance synonymous with ethical behavior in HR?" The interrelationship of legal governance, ethical practice, and political influence in human relations management are a central focus of the course. Students will develop relevant expertise in employment law and HR ethics by actively applying their knowledge to vexing issues facing HR professionals today. Topics related to employment law, workplace health, safety, and security, corporate social responsibility, and ethical guidelines and conduct for HR professionals will be addressed in the course.

Prerequisite(s): OL 600

Minimum Credits: 3

OL 655 - Talent Development and Workforce Planning

Organizations are engaged in continual and dynamic changes in today's business environment, increasing the demand for human resource professionals to leverage strategies to recruit, train, develop, and support a diverse workforce. This course integrates advanced talent management and development skills with strategic workforce planning, asking students to analyze gaps in employee competencies, plan strategic talent development strategies, and forecast workforce needs. Issues such as employee engagement, creating an employment brand, supporting talent through career development, and creating effective succession plans will be emphasized.

Prerequisite(s): OL 600

Minimum Credits: 3

OL 660 - Redesigning Middle Management

This course addresses the 10 management roles defined by Mintzberg and the three skill areas identified by Katz as applied to the middle management role traditionally found in organizations. Based on research and a review of the literature on Total Quality Management, Reengineering, and the Learning Organization, the course will outline and enable students to develop a new role for middle managers in a contemporary organizational setting.

Prerequisite(s): OL 500 and OL 600

Minimum Credits: 3

OL 663 - Leading Change

This course focuses on transforming organizations by introducing Kotter's eight processes by which leaders effect change. Because organizations, leaders, and employees differ, various techniques and strategies are examined. The course integrates Kotter's processes for leading change, organizational development and transformation theory and practice, and analysis of an organization which has effected systematic change. The use of work teams as a key change factor will have special emphasis.

Minimum Credits: 3

OL 665 - Leading/Managing Not-For-Profit Orgs

This course is a study of planning, budgeting, control and other management activities in the context of the not-for-profit institution.

Minimum Credits: 3

OL 667 - Human Resource Information Systems

Information systems and data management are essential components of an effective human resource management plan. This course introduces students to the process for researching information systems technology, conducting needs assessments of the organization, selecting an appropriate HR information system (HRIS), and integrating the system effectively. Additionally, a large focus of the course is on the analysis, use, and protection of data in an HRIS. The goal of this course is to provide the necessary skills for students to effectively research, integrate, and leverage various HR information systems for a variety of purposes in and beyond the course.

Prerequisite(s): OL 600 and OL 620

Minimum Credits: 3

OL 668 - Human Resources in Global Contexts

Organizations increasingly rely on an international workforce and global markets to succeed. As the workforce has become increasingly diverse, cultural competence is a necessary component of any HR strategy. This course situates strategic human resource management in the global stage, focusing on a wide range of issues related to

global markets, global security, managing an international workforce, effective cross-cultural management and communication, and diversity in the workplace. The emphasis is placed on how businesses can become more competitive by leveraging an effective HR plan for diversity and international business.

Minimum Credits: 3

OL 670 - Organizational Leadership

This course combines theory and practice by encouraging students to learn traditional and contemporary leadership theories and apply them to the analysis of the behavior of business managers, entrepreneurs and other recognized individuals. This course includes readings, cases, exercises and numerous examples of effective leadership models. Areas covered include the societal evolution of leadership; the leadership roles of strategy, vision and transformational change; the development of leaders; the leadership responsibilities of creating effective teams, organizations and cultures; the exploration of different leadership styles; and current popular approaches to leadership theory.

Prerequisite(s): OL 500 or HOS 550

Minimum Credits: 3

OL 675 - Leadership and Ethics

Leadership and Ethics is a course that focuses on the ways current and emerging leaders assess the values that influence their actions. The course draws on the rich tradition of great thinkers as well as the extensive body of leadership literature to examine the critical role ethics plays in leadership. The course, conducted in seminar format, is a process course. It is only through thoughtful reading, reflections, writing, and discussion that students are able to recognize and shape the qualities they see valuable for their own leadership roles, both personally and professionally.

Minimum Credits: 3

OL 676 - Women in Leadership

This course is designed to create a supportive environment where both women and men can learn about challenges and opportunities facing women in the workplace. Historically, women have had less access to leadership positions; however, over the past fifty years they have made tremendous strides to succeed in all levels of organizations. Topics will include why women matter and reasons for inequities in the workforce, the historical context of women and leadership, do men and women lead differently, work/life/family balance issues, professional skill development (networking, mentoring, negotiation, risk-taking), entrepreneurship and executive leadership, advancing societies by advancing women and strategies and tactics for women to act as change agents.

Minimum Credits: 3

OL 690 - Responsible Corporate Leadership

Students investigate the nature of the environments in which business enterprises conduct their operations in order to determine the actual and desirable levels of attentiveness and responsiveness of business managers to the relationship between the enterprise and society.

Minimum Credits: 3

OL 750 - Contemporary Issues in Organizational Leadership

This is the capstone course for the M.S. in organizational leadership. Students examine contemporary issues challenging leaders of the postmodern organization. Using a case-based approach, students will examine specific issues under the broader themes of leadership, team- work, quality, change, organizational structure and trustworthiness. Within the context of these themes, students will be exposed to the latest trends that have begun and will continue to challenge organizational leaders for the foreseeable future. Students develop environmental scanning

techniques that will assist them in the identification of potentially new areas for opportunities as well as develop an understanding of some systems changes already under way in the business environment.

Prerequisite(s): OL 500 and OL 600 and OL 670 and OL 690

Minimum Credits: 3

OL 751 - Human Resource Management Capstone

The capstone course for human resource management integrates the knowledge, skills, and dispositions of the graduate curriculum into the development of a comprehensive human relations plan for an authentic business context. Students will need to draw upon the content and competencies of previous coursework to demonstrate the necessary outcomes in their plan. The capstone will ask students to make a business case that supports their project and emphasize how HR can become a strategic partner with the organization.

Minimum Credits: 3

SHRM 500 - SHRM Certification Preparation

Southern New Hampshire University, in partnership with the Society for Human Resource Management (SHRM), offers a non-credit SHRM Learning System Course designed to assist human resource professionals in preparing for the PHR and SPHR certification exams. Available online in an 8-week format as well as an executive on campus workshop series, HR executives and training professionals will be taught by faculty who are also human resource practitioners and subject matter experts. This course is appropriate for undergraduates as well as graduate students employed in the HR and Training fields seeking HR Management certification.

Minimum Credits: 0

Philosophy

PHL 111 - Introduction to Critical Thinking

What makes a good argument? Are some beliefs better than others? Why should we believe in a certain view? This course is an introduction to critical thinking and reasoning, and demonstrates philosophy's practical value for effectively solving problems, communicating ideas, achieving goals, and uncovering truth. Students will challenge assumptions, evaluate arguments from different perspectives, and articulate positions on contemporary issues. This course draws from students' own experience, asking them to examine real-world situations and case studies in order to apply critical thinking to actual practice. Critical thinking skills and strategies in this course are foundational and directly applicable to a variety of future professional or personal endeavors.

Minimum Credits: 3

EFAH EGED

PHL 210 - Introduction to Philosophy

This course provides a general introduction to the big questions of philosophy, including questions of existence, knowledge, freedom and meaning. The purpose of the course is to introduce students to great thinkers and theories while engaging them in the exploration of the same beginning questions applied to contemporary issues. Offered every semester.

Minimum Credits: 3

EFAH EGED

PHL 212 - Introduction to Ethics

This course introduces students to ethical theory or the study of how people make decisions about how to treat one another. It emphasizes the historical and theoretical development of answers to such questions as: What kind of a person do I want to be? and How do we figure out what the right thing to do is?

Minimum Credits: 3

IWEL IETH EFAH EGED

PHL 214 - Formal Logic

This course is a study of the fundamental principles of correct and incorrect argument, historical forms of deductive logic, and the significance of language and clear verbalization. Offered as needed.

Minimum Credits: 3

IIRO EGED ESTM

PHL 230 - Religions of the World

This course reviews the emergence of various belief systems and their differences and similarities. Students explore the role of religious belief in the course of human history. Whenever possible, speakers representing various religions are invited to the class. Special emphasis is given to the five major religions: Hinduism, Buddhism, Judaism, Christianity and Islam. Global marker.

Minimum Credits: 3

EFAH EGED IGCU IGSO IDIV IWAP

PHL 246 - Understanding Non-Western Philosophy

This course, which focuses on classics from non-Western traditions, is meant to enrich students' understanding of philosophical works that have shaped entire cultures. Selections are drawn from the literary, religious and philosophical works of Africa and western, southern and eastern Asia, giving students a greater appreciation of the contemporary world and basic philosophical issues. Global marker.

Minimum Credits: 3

PHL 316 - Business Ethics

This course is a philosophical study of moral issues in business. Topics include corporate responsibility, conflicts of interest, morality in advertising, preferential hiring (e.g., minorities and women), personal morality versus employer loyalty, and cultural theoretical issues and their impact on business decisions. Offered every semester.

Minimum Credits: 3

EFAH EGED IETH

PHL 363 - Environmental Ethics

This course analyzes the application of ethical theory to moral questions about the environment. A number of different traditions in environmental ethics will be discussed and their strengths and weaknesses evaluated by applying them to practical moral problems.

Minimum Credits: 3

EFAH IETH EGED

Physics

PHY 101 - Principles of Physics

Principles of Physics is an algebra based course that explores the major topics in physics, such as motion and forces, gravity and projectiles, energy and work, thermodynamics, vibrations and waves, electricity and magnetism, solids and fluids, light and optics, and atomic and nuclear physics.

Minimum Credits: 3

PHY 105 - Geology

This course surveys the major themes in geology. Students will examine topics such as plate tectonics, the rock cycle, surface processes, and concept of geologic time.

Minimum Credits: 3

Political Science

POL 210 - American Politics

This course offers a broad introduction to the structure and function of the American political system at the national level, including the roles played by the president, Congress, the courts, the bureaucracy, political parties, interest groups and the mass media in the policy-making and electoral processes. This course places special emphasis on how the efforts of the framers of the Constitution to solve what they saw as the political problems of their day continue to shape American national politics in ours.

Minimum Credits: 3

IAME ESBS EGED

POL 211 - International Relations

This course offers a broad introduction to the study and practice of international relations, including the roles played by states and nations, non-state actors, national interests, power, morality and international law. This course places special emphasis on realism and idealism as alternative approaches to the study and practice of international relations and on their implications for ongoing efforts to construct a peaceful and prosperous global political system in the aftermath of the Cold War. Global marker.

Minimum Credits: 3

ESBS EGED IWAP

POL 305 - State and Local Government

This course explores the structure and function of state and local governments in the United States, with an emphasis on their roles as partners with the federal government in a system of cooperative federalism. Students spend much of the course playing and critiquing their own performance in Camelot, a role-playing simulation game in which they assume the roles of civic leaders, representatives of organized interests, and other interested parties in a hypothetical city to try to resolve controversial policy dilemmas like the ones with which local communities are confronted routinely in the United States. This course is not offered online.

Prerequisite(s): GOV 110 or POL 210

Minimum Credits: 3

POL 306 - The American Legal Tradition

This course offers a broad introduction to the American legal tradition, including the structure and function of the courts, the legal profession, legal education, and the politics of judicial selection. As an introduction to what it means to "think like a lawyer" in the United States, students learn how to write parts of a predictive legal memorandum of the type that first-year law students learn how to write, in which they analyze a legal issue of concern to hypothetical clients by applying the reasoning and conclusions in selected judicial opinions to the facts of the clients' case.

Prerequisite(s): GOV 110 or POL 210

Minimum Credits: 3

POL 309 - American State and Local Government

Many political issues in the United States, such as education, public safety, environmental protection, and transportation, are first handled and addressed by state and local governments. This course explores the structure, function, and distribution of power between state and local governments and the federal government of the United States. Particular emphasis is placed on the necessary collaboration of state and local governments and their roles as partners with the federal government in effecting improvements in policies and services as well as the exploration of the legal and constitutional relationships between state and local governments.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 313 - Political Theory and Applications

This course covers the study of the conceptual foundations of political systems and behavior including the historical contributions of Western political theorists toward critically analyzing contemporary political institutions and ideas. Special emphasis is placed on exploring how the social and cultural contexts in which these theorists lived and worked helped to shape their political ideas.

Prerequisite(s): ENG 123 and POL 210 or PHL 210

Minimum Credits: 3

POL 314 - Political Theory

This course explores the diversity of conceptions of the individual, the state, and "the good life" that animate contemporary societies and their critics, with an emphasis on the contributions of Western political theorists of both ancient and modern times to contemporary currents of political thought. This course places special emphasis on the social and cultural contexts in which these theorists lived and worked as factors that helped to shape their political ideas. The theorists covered may vary from semester to semester. Writing intensive course.

Prerequisite(s): ENG 121 or ENG 200 and POL 210

Minimum Credits: 3

POL 316 - Legal Reasoning and the Constitution

This course explores the reasoning process by American courts in resolving constitutional disputes. It is modeled on a first-year law school course. The readings consist almost exclusively of abbreviated U.S. Supreme Court opinions in civil liberties and civil rights cases. Students learn how to write brief, formal summaries of these opinions of the type that first-year students in American law schools learn to write, and are expected to participate actively in the type of in-class Socratic dialogues that are the standard method of instruction in American law schools.

Prerequisite(s): POL 306

Minimum Credits: 3

POL 319[^] - US Environmental Law and Politics

^Inactive Course How can businesses, governments, and public interest groups achieve environmental sustainability goals in legal and political contexts that were designed with other goals in mind? This interdisciplinary course explores the options in the United States, and provides a comprehensive point of comparison for topics explored in POL 329[^] and POL 349[^]. Students spend about half of the course learning how to spot facts that give rise to compliance issues for businesses and other private parties under a full spectrum of federal environmental laws, and to identify opportunities for achieving broader sustainability goals within the constraints imposed by the law. In the other half, students learn both how to predict environmental law and policy outcomes and how to shape them adaptively in pursuit of sustainability goals in a fragmented system of governance that was designed to privilege special interests and to favor the status quo.

Prerequisite(s): ENV 101 or SCI 219, and either POL 210 or at least junior standing.

Minimum Credits: 3

POL 324 - Congress and the Legislative Process

This course explores the structure and function of the Congress of the United States, with an emphasis on its role as a legislative body in a system of government characterized by the separation of powers and checks and balances. The topics covered include the congressional leadership structure, the committee system, major rules and procedures, legislative-executive relations, congressional elections, and representation, and may vary from semester to semester.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 326 - World Legal Traditions

This course explores the history and contemporary significance of the world's major legal traditions, including the common law, civil law, and other municipal legal traditions, and the international law tradition. Students compare and contrast the essential features of these traditions, and explore how they shape what it means to "think like a lawyer" in the United States, in many foreign countries, and internationally.

Prerequisite(s): POL 211 and POL 306

Minimum Credits: 3

POL 327 - US Government and Contemporary Issues

This course extends upon the foundational American politics course. Special emphasis is placed on watershed moments in U.S. political history that have shaped policies and practices today. Students will be asked to focus a critical eye toward governing in today's world by assessing the current political climate and current policies in the interest of identifying and applying possible solutions.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 328 - The Legal System in America

This course is a foundational overview of the court and judicial systems, major laws in United States political history, and the lawmaking and amendment process. While an overview of major laws will be covered in the course, students will be asked to assess the legal system in general terms to recognize patterns in civil liberties, judicial interpretations, and judicial activism. A specific focus on how social movements and public opinion have influenced court decisions will also be included.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 336 - Advocacy and the Law

This course aims to dispel some of the myths about lawyers as advocates that are perpetuated by popular culture and the mass media in the United States. Students spend much of the course exploring case studies that illustrate the ethical dilemmas faced by lawyers as advocates in the American legal system, the ethical rules that govern their behavior as a condition of their license to practice law, and the fates that befall them when they fail to fulfill their ethical obligations. In addition, students learn how to write parts of an appellate legal brief of the type that first-year law students in American law schools learn how to write, and how to make an appellate oral argument on behalf of hypothetical clients in a moot court setting.

Prerequisite(s): POL 306

Minimum Credits: 3

POL 360 - Introduction to Comparative Politics

This course examines the development of different political systems including the relationship between factors (culture, economics, geography, etc.) that influence political development and national identity. Students will study key components of what separates political systems from one another, as well as differences within individual political systems and how they are applied by different nations. Special attention will be paid to understanding how democratic nations vary in their political institutions (legislative, judicial, executive) and how these applications influence public policy and how countries are viewed by one another.

Prerequisite(s): POL 210 and POL 211

Minimum Credits: 3

POL 362 - The American Presidency

This course highlights central themes in the historical development, organization, and functioning of the American presidency. From the origins of our Constitution through two centuries of institutional development and up to the present day, this course will provide students with an in-depth understanding of the dynamics of presidential behavior. Special emphasis will be placed on the growth of presidential power in both foreign and domestic policy and on the central role that presidential elections play in our national politics. Students will learn to view the American presidency as a complex institution, one that requires the president to simultaneously play multiple political roles, including commander-in-chief, legislator, communicator, civic leader and candidate.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 364 - Globalization and World Politics

This course is an exploration of globalization and how it relates to political systems, economic systems, technology, culture, and participation/activism in government. Students will be introduced to concepts of war and peace, terrorism, nationalism, etc., and how these issues affect and intersect with policy regarding international relations. Contemporary issues in globalization will be explored and analyzed for efficacy.

Prerequisite(s): POL 210 and POL 211

Minimum Credits: 3

POL 370 - Analysis and Research in Political Science

In this course, students will examine applied aspects of research methods and statistical analysis that are commonly utilized in political science research. Through case studies utilizing contemporary issues, students will investigate procedures used to gather and analyze data, provide analysis and conclusions based on social scientific inquiry, and acquire real-world skills required to design and conduct research in the field of political science.

Prerequisite(s): POL 210 and POL 211

Minimum Credits: 3

POL 371 - Political Parties and Interest Groups

Political parties and interest groups play a critical function as mediators between citizens and government. The effectiveness of various groups in representing citizen interests and influencing voting behavior is a central question of this course. Students will examine political parties, interest groups, voting blocks, activist groups, and special interest mobilization from an applied approach, analyzing the ways these groups have influenced voting trends and participation with the goal of improving civic engagement.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 372 - Campaign Finance and Fundraising

Financing a successful campaign requires dedicated fundraising at the beginning, middle, end and every stage in between. It is increasingly important that all members of a campaign understand the importance of fundraising and the regulations around campaign finance. This course takes these topics head on and introduces students to successful fundraising tactics, the role money has played in campaigns, elections, and policy development, and the key laws and regulations around campaign finance.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 374 - Campaign Organizing and Mobilization

This course provides students with opportunities to both investigate successful strategies of historical and contemporary campaigns as well as pragmatically develop their own best practices for campaign leadership and management. The course introduces students to advanced concepts in campaign organizing such as mobilization, volunteer development, voter targeting, technology tools and systems for organizing, grassroots organizing, and messaging, among others.

Prerequisite(s): POL 210

Minimum Credits: 3

POL 491 - Applied Political Science Capstone Experience

This capstone course integrates previous coursework and practical experience with a focus on contemporary issues in the field of Political Science. Students produce a thesis or action research plan on their chosen subject as a culmination of their studies in the undergraduate program.

Minimum Credits: 3

POL 500 - Research and Analysis in Political Science

Political science emphasizes the use of research and data to propose and promote positive changes to public policy. In this course, students will examine a variety of contemporary political challenges and issues through the lens of the public good. Students will be asked to conduct research on and propose solutions for common issues that effectively address the issue in a non-partisan manner while using various research methods and tools used across the field of political science.

Minimum Credits: 3

POL 510 - The Study and Practice of Political Science

This course introduces students to graduate-level study of political science including foundational concepts and approaches to the discipline. Students will explore the contemporary role of political science in the United States, common theoretical lenses and methodologies used to study political science, and use of empirical data and research

to address problems across the various domains relevant to political science and public policy.

Minimum Credits: 3

POL 520 - American Governmental Institutions

This course focuses on the analysis of key actors in U.S. politics including the presidency, Congress, the judiciary, interest groups, and political parties. Emphasis is also placed on the interaction among the various institutional actors and the influence that internal and external processes, the electorate, and governmental and nongovernmental organizations have on the political system. The course takes a case-study approach to the study of American institutions by examining critical historical developments that have influenced and are reflected by modern governance in the United States.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 530 - Contemporary Political Thought

Contemporary political thought is heavily informed by specific philosophies and ideologies. In this course, students will discern how various political platforms and policies reflect specific political philosophy, as well as the effects of competing philosophies on public processes, policies, and dialogue. Topics covered include pluralism, the role of national and state government, the role of the individual in a democratic society, extremism, justice, and power.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 540 - Global Political Systems

This course examines the functions, behaviors, policies, and roles of various global political systems, both national, international, and transnational. Students will analyze the goals of foreign policies, internal conflicts and their reflection on national and international interests, geopolitics and environmental protections, the efficacy of international organizations and diplomacy, and the bearing of these elements on current, contemporary issues on the international stage.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 550 - Political Parties, Interest Groups, and Lobbying

Political parties, interest groups, and the mass media have been characterized as the "transmission belts" that connect politicians to the public, as well as a vehicle for achieving political objectives. In this course, students will examine how these groups differ in their role and approaches and how they affect public opinion and political decision-making. Topics include the history and development of political parties and interest groups, their relationship with governmental and non-governmental institutions, and how they have influenced and are influenced by an ever-changing political landscape.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 608 - The Presidency and Congress

This course is designed to familiarize students with the structure, functions, duties, and relations of the Executive and Legislative branches of government. Students will evaluate how the power and authority of the President and Congress and the interplay of checks and balances have evolved over time. Emphasis is placed on the analysis of patterns of leadership, policy successes and failures, and the influence each branch has had the other, as well as the U.S. political system in general.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 610 - Judicial Politics

This course is designed to familiarize students with the structure, functions, duties, and relations of the judicial branch of government including the predominant questions, processes, and actors at work within it. Topics include the relationship between the judicial branch and other branches and agencies of the government, the organization, power, and authority of the courts, and the political dynamics of the judicial system.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 612 - State, Local, and Urban Politics

State and local governments play an important role in the formation and implementation of public policies. In truth, state and local governments have a larger effect on the daily lives of most U.S. citizens than the Federal government. This course examines the politics, institutions, and policy processes of state and local governments. Topics covered include large urban settings where larger social, political, and economic demands and constraints lead to more complex and dynamic political systems in comparison to rural settings which have much different issues to contend with.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 614 - The Politics of Marginalization

This course is designed to familiarize students with the processes whereby individuals, groups, or communities may become disenfranchised from opportunities within society as well as the modes of power available for various minority communities. Topics include the study of political theory and policy regarding access to resources based on factors such as social class, education, race, and gender, among others. Specific focus will be made on developing strategies for avoiding exclusionary practices in the public realm.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 632 - Advanced Campaign Management

The advanced campaign management course involves a study of the strategic processes by which campaign decisions are made including planning, development, roles and responsibilities of team members, execution, implementation, and analysis of field data. Students will take both a theoretical approach as well as develop action plans for hypothetical campaigns. This course prepares students to develop the strategic tools necessary for campaign leadership and management through an examination of lessons learned in effective and non-effective campaigns.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 634 - Campaigns, Elections, and Strategic Messaging

This course involves an integrated and advanced study in historical and contemporary theoretical approaches to campaigns and elections. Topics for investigation include fundraising, recruitment and capacity planning, use of various communication tools such as social media, long term strategies of staying on message, and analyzing audience and public speaking scenarios, among others. Emphasis will be placed on a critical analysis and the impact of these factors that on how messages are interpreted through historical case studies. Students will also be engaged in recommending strategies for addressing these concerns.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 636 - Political Mobilization and Activism

Civic engagement in the political process has been an important cornerstone of the American election process. Many shifts in public and social policy are due to the mobilization and activism of everyday citizens championing a cause, policy, or candidate they believe in. This course studies the strategies and efficacy of historical political activism and studies the use of new tools and technology to communicate ideas to as many people as possible.

Prerequisite(s): POL 500

Minimum Credits: 3

POL 790 - Capstone in Political Science

The capstone course in Political Science integrates previous coursework and practical experience with a focus on contemporary issues in the student's chosen concentration. This course focuses on helping students produce a thesis or action research plan, with special emphasis placed on strategic messaging and deliberate communication on their chosen subject, as a culmination of their studies in this graduate program.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

Psychology

PSY 108 - Introduction to Psychology

This course provides students an introduction to the scientific study of behavior and mental processes. Students prepare for more advanced concepts in upper-level Psychology courses by learning the basics of how to evaluate research and exploring various areas of specialization within the discipline. Offered every semester.

Minimum Credits: 3

ESBS EGED

PSY 200 - Foundations of Addictions

This course introduces students to various types of addictive behaviors as well as their causes and consequences in relation to the individual, family, community, and society. It includes an overview of theories on addiction and approaches to identification, prevention, and treatment.

Minimum Credits: 3

PSY 201 - Educational Psychology

This course emphasizes the nature of human learning, with a study of the concepts of readiness, motivation, retention, individual differences, development, reasoning and measurement in relation to the learning process. Consideration of the psychological principles of testing and learning technology are also emphasized. Offered as needed. Writing intensive course.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 205 - Forensic Psychology

Students will learn how psychology, as a science and a practice, applies to questions and issues relating to law and the legal system. Emphasis will be placed on witness testimony and the social psychology of the courtroom. Topics will include recovered memories, adolescent violence and murder, strategies for interviewing witnesses, expert testimony, and factors influencing the credibility of witnesses, victims and offenders.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 211 - Lifespan Development

The purpose of this course is to engage students in meaningful exploration of theories, basic concepts, and research methodologies in psychological development. Students will gain an understanding of patterns of human development from conception through death, including the biological, cognitive, and social-emotional development and the interplay between these areas. This course will also explore the roles of environmental and genetic factors, culture and history, continuity and change in development. Offered every semester.

Prerequisite(s): PSY 108

Minimum Credits: 3

IWEL ESBS EGED

PSY 215 - Abnormal Psychology

This course offers students an opportunity to better understand human behavior. It also studies the similarities and differences between normal and abnormal reactions to environmental stimuli. Offered every year.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 216 - Psychology of Personality

Personality is studied using theories, applications, and individual and group patterns of behavior formation. Offered every year.

Prerequisite(s): PSY 108

Minimum Credits: 3

ESBS EGED

PSY 223 - Research I: Statistics for Psychology

How do psychologists organize, summarize, and interpret information? Students in this course study applications of statistical methods in psychological research and practice. The emphasis of the course is on the conceptual understanding of statistics so that students can read and conduct psychological research; those skills will be applied to students' original projects in Research Methods II: Methodology & Design. Computation of tests will be conducted on the computer. Students will build upon statistical knowledge and develop an in-depth conceptual and practical understanding of hypothesis testing, tests of significance, standardization, correlation, and analysis of variance in a wide variety of psychological uses. Students will learn the theory of statistical decisions, practical application of statistical software, and how to analyze journal articles. This course typically should be completed during the first semester of the sophomore year.

Prerequisite(s): MAT 240

Minimum Credits: 3

PSY 224 - Research II: Scientific Investigations

Students in this course will develop an understanding a variety of research methods, including experimental, survey, correlation and case-history techniques. They will become aware of the strengths and weaknesses of each method and understand when each method is best used. Offered every year. Writing intensive course.

Prerequisite(s): PSY 108 and MAT 240 or MAT 245

Minimum Credits: 3

PSY 225 - Health Psychology

This course introduces students to the field of health psychology through an exploration of ways in which the biopsychosocial (holistic) model is applied to promote health and improve coping with illness. Topics include health beliefs and behaviors, delay in seeking medical care, factors influencing individuals' responses to the health care system and practitioners, acute and chronic illness, treatment adherence, pain and pain management, stress and coping, social support and psychoneuroimmunology. Offered as needed.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 226 - Sport Psychology

The course offers an in-depth examination of the major psychological issues associated with athletic competition. Topics include motivation, anxiety, aggression, commitment, self-control, leadership and excellence. While using athletic competition as its focus, the course also established the relationship between athletic competition and the pursuit of excellence in any human endeavor. This course also has a significant research component designed to help students develop a sound understanding of the research methodology that supports theories of athletic competition.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 230 - Psychology of Individual Differences and Special Needs

This course provides knowledge and understanding of exceptional children and adolescents. The approach is theoretical and practical. Offered as needed.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 257 - Social Psychology

Social psychology is an interesting, dynamic study of how people's thoughts, feelings and actions are affected by others. Issues discussed include prejudice, conformity, interpersonal attraction and violence. The scientific methods of studying such phenomena are emphasized. Offered as needed.

Prerequisite(s): PSY 108

Minimum Credits: 3

ESBS EGED

PSY 258 - Industrial Organizational Psychology

Industrial/Organizational Psychology is an applied field in psychology focused to improve the effectiveness of the workplace through research, assessment and interventions allowing for enhancement of the office climate, improvement of group and individual performance and overall organizational goals. I/O psychologists work in a wide variety of organizational settings including human resource agencies, professional administration, marketing,

consulting, training and development, and university teaching.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 291 - Experiential Learning

This course is an entry-level, experience-based course that focuses on community psychology, career opportunities, and academic direction. Through volunteer hours and course content, students deepen their understanding of mental health and community-based human services. Application for placement must be completed before the end of the previous semester/term.

Prerequisite(s): PSY 108, Must be enrolled in psychology program.

Minimum Credits: 3

PSY 300 - Biopsychology

This course explores how the brain influences our behaviors, thoughts, and feelings. Topics include: evolution, genetics, anatomy and function of the nervous system, psychopharmacology, brain dysfunction, neuropsychological testing, sleep and circadian rhythms, neuroplasticity, emotions, and mental illness.

Prerequisite(s): PSY 108

Minimum Credits: 3

I/RO

PSY 305 - Cognitive Psychology

Cognitive psychology focuses on mental processes; we explore research and theory relating to memory, thinking, problem-solving, and language. Applied topics will include learning skills to help improve memory, accommodating memory/language disorders, such as Alzheimer's disease and dyslexia, and understanding how brain scanning techniques can be used to understand memory.

Prerequisite(s): PSY 108

Minimum Credits: 3

I/RO

PSY 307 - Sensation and Perception

This course will be an exploration of how we come to know the world through our visual experiences and how those experiences are shaped by prior knowledge, context, and ideas. As such we will cover neurobiological aspects of sensation pertaining to the eye and the brain, and we will cover aspects of higher-order perceptual phenomena, such as object-perception, color, motion, illusions, and representation and art. Students should gain an appreciation for and conversance in the empirical and philosophical complexity of visual experience.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 310 - Criminal Psychology

This course will provide the student with insights about crime from a psychological perspective. Specifically, the course will focus on how a criminal offender is influenced by multiple systems within the psychosocial environment. This course examines and evaluates the role of psychological factors in understanding the motives behind antisocial acts. Throughout the course, students will acquire knowledge and practice in the application of psychological methods to understanding criminal behavior.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 311^ - Child and Adolescent Development

^ Inactive Course This course is an in-depth study of childhood and adolescent developmental issues. The solid understanding of concepts and theories acquired through PSY 211 will be developed and applied. Field research, case studies and observations will be required. Offered as needed.

Prerequisite(s): PSY 108 or PSY 211

Minimum Credits: 3

PSY 314 - Disorders of Childhood and Adolescence

This course focuses specifically on an introduction to the classification of disorders of childhood and adolescence and the treatment approaches that currently are available. Knowledge students obtain in PSY 215 is essential for understanding the etiology and manifestation of these disorders, as well as the impact on the individual, family and society. Current field research and case studies will be used. Offered as needed.

Prerequisite(s): PSY 108 and PSY 211

Minimum Credits: 3

PSY 315 - Counseling Process and Techniques

This course examines the history and philosophy of specific helping professions in the fields of psychology, sociology and human services. Several broad theoretical perspectives will be studied and applied in role-play situations. Offered as needed.

Prerequisite(s): PSY 108 and PSY 216

Minimum Credits: 3

PSY 318^ - Introduction to Forensic Counseling

^ Inactive Course This course provides an introduction to the role of the forensic counselor with an overview of the application of forensic counseling relevant to arrested and convicted individuals. The following topics are covered: history of forensic counseling, philosophical basis including differences from traditional counseling, offender typology, legal issues and ethics, forensic counseling modalities and process, effectiveness of forensic counseling, careers in forensic counseling, and future implications and trends.

Prerequisite(s): PSY 315

Minimum Credits: 3

PSY 319 - Social Development: Child and Adolescent

The purpose of this course is to expose students to theory and research concerning infants', children's, and adolescents' social and personality development. This course will focus on how individuals become members of their social world, including how we conceptualize the social world, interact with parents and caretakers, develop social relationships with peers, and interpret, analyze, and respond to cultural messages and ideologies. We will discuss these issues through analysis of the theoretical and research literature.

Prerequisite(s): PSY 211

Minimum Credits: 3

PSY 321 - Issues in Childhood Development

This course focuses on psychological development from infancy through late childhood. Research and theoretical perspectives will be used to help students understand contemporary issues central to childhood development, including: biological, cognitive, and social-emotional characteristics of development and the interplay between them. A highlight of this course is that we will apply developmental psychology to current issues. Please note that this class

replaces PSY 311^.

Prerequisite(s): PSY 108 and PSY 211

Minimum Credits: 3

PSY 322 - Issues in Adolescent Development

Adolescence is a fascinating time of life because of the many psychological and physical changes that occur, as well as the cultural and historical issues surrounding these changes. This course focuses on psychological development from pre-adolescence through emerging adulthood. Research and theoretical perspectives will be used to help students understand contemporary issues central to adolescence, including: puberty, cognition, morality, identity, relationships, sexuality, school, work, culture, and challenges faced by adolescents. Adolescence will be discussed both as a distinct stage of life, and as an integral component of development across the life span.

Prerequisite(s): PSY 108 and PSY 211

Minimum Credits: 3

PSY 323 - Psychology of Gender

This course explores gender differences from a social psychological perspective. Students will consider individual, interpersonal, and cultural influences on gender similarities and differences in behavior. The course includes a review of theory, research, and applications in the psychology of gender.

Prerequisite(s): PSY 257

Minimum Credits: 3

PSY 324 - Cross-Cultural Psychology

This course examines psychological issues in various cultural contexts and explores how ethnic and cultural backgrounds influence patterns of human thought and behavior. The course includes a focus on the psychological dynamics involved in the formation and reduction of prejudices, discrimination, and stereotyping.

Prerequisite(s): PSY 257

Minimum Credits: 3

PSY 326 - Social Cognition and Perception

This course investigates how people make sense of the social world. Students will examine how social factors influence how people perceive and interact with information collected from the environment and how these mental processes affect judgments and decision-making.

Prerequisite(s): PSY 257

Minimum Credits: 3

PSY 327 - Social Influence

This course explores the research and theories related to how people influence and are influenced by their social environment at the individual, interpersonal, and societal levels. Students will explore concepts including attitudes, conformity, obedience, attraction, social categories, and norms.

Prerequisite(s): PSY 257

Minimum Credits: 3

PSY 331 - Human Sexuality

This course deals with sex as it relates to the individual, family, group and society. While this is a psychology course, some techniques and knowledge from the biological and social sciences and the humanities are used. Academic

achievement and the development of personal insights are the expected results of this course. Offered as needed.

Prerequisite(s): PSY 108

Minimum Credits: 3

PSY 335 - Assessment and Testing

Students in this course will become aware of the use and abuse of psychometric techniques. Specific techniques that currently are used will be introduced and understood. While knowledge about specific tests may be somewhat limited, students will obtain knowledge and the types of tests and techniques available. Offered every year.

Prerequisite(s): PSY 108 and MAT 240 or MAT 245

Minimum Credits: 3

PSY 405 - Contemporary Issues in Social Psychology

This course focuses on recent advances in both basic and applied research in social psychology. Students will apply their knowledge and skills to current issues in social psychology.

Prerequisite(s): PSY 257

Minimum Credits: 3

PSY 406 - Contemporary Issues in Addictions

This course focuses on current research, issues, and trends related to addictive behaviors. Students will also examine ethical/moral issues to be anticipated within the addictions field.

Prerequisite(s): PSY 200

Minimum Credits: 3

PSY 407 - Contemporary Issues in Applied Psychology

This course focuses on recent advances in applied psychology and ethical debates in the field. Students will apply their knowledge and skills toward current issues within their selected area of interest in psychology.

Prerequisite(s): Take 2 courses: PSY 201, PSY 205, PSY 225, PSY 226, or PSY 258

Minimum Credits: 3

PSY 442 - Community Psychology

Community Psychology as a discipline and as professional practice is continually changing - it is the understanding that context matters. This course will encourage students to contribute to this body of applied knowledge. Social issues, community support systems, and policies and interventions that foster collective and individual wellness are the focus of this interactive and interdisciplinary subject.

Prerequisite(s): PSY 108 and PSY 224

Minimum Credits: 3

PSY 443 - Psychology Internship

Offered every year.

Prerequisite(s): PSY 108, PSY 211, PSY 216, PSY 215, and PSY 224. Must be enrolled in psychology program.

Minimum Credits: 3

Maximum Credits: 12

PSY 444 - Senior Seminar in Psychology

This capstone course integrates previous classroom and practical experience with a focus on current issues in psychology. This course likely will include cross-cultural aspects of psychology, ethics, recent career trends in psychology and other topics dictated by current events in psychology. Coverage may change over time, but the basic focus on integrating the past and anticipating the future for psychology seniors will be the major concern. Offered every year. Writing Intensive Course.

Prerequisite(s): PSY 224 and three from: PSY 211, PSY 215, PSY 216, PSY 257, PSY 300 or PSY 305

Minimum Credits: 3

PSY 480 - Independent Study

This course allows the student to investigate any psychology subject not incorporated into the curriculum. Offered as needed.

Minimum Credits: 3

PSY 510 - Research Methods in Psychology I

In this course, students will have the opportunity to incorporate the methods commonly used in psychological research. As part of these methods, students learn how to gather and analyze data across a variety of settings. These newly acquired skills and techniques will be reinforced by application to a contemporary issue in cognitive psychology.

Prerequisite(s): Take SCS 501 and SCS 502

Minimum Credits: 3

PSY 520 - Research Methods in Psychology II

In this course, students will develop a deeper understanding of the research process and data analysis by applying skills learned in PSY 510 and building on them with new skills and techniques including advanced research design and use/interpretation of higher-level statistical tests (ANOVA, regression, etc.). These newly acquired skills and techniques will be reinforced by application to a contemporary issue in cognitive psychology.

Prerequisite(s): PSY 510

Minimum Credits: 3

PSY 530 - Advanced Social Psychology

This course expands on the student's knowledge of social psychology and includes major topics from that field. The focus of this course is on contemporary social psychology issues and research related to people's interactions with the environment, technology, and society, as well as classic studies and theories in the field including those related to conformity, obedience, identity, and attitudes that remain relevant. Students will evaluate the perspectives, relevancy, and usefulness of social psychology to real world issues and problems.

Prerequisite(s): Take PSY 520

Minimum Credits: 3

PSY 540 - Advanced Cognitive Psychology

This course expands on the student's knowledge of cognitive psychology and includes major topics from that field. The focus of this course is on contemporary cognitive psychology issues and research related to people's mental processes and how these impact their interactions with the environment, technology, and society, as well as classic studies and theories in the field including those related to memory, language, attention, learning, and decision-making that remain relevant. Students will evaluate the perspectives, relevancy, and usefulness of cognitive psychology to

real world issues and problems.

Prerequisite(s): Take PSY 520

Minimum Credits: 3

PSY 545 - Forensic Psychology

This course provides candidates with foundational knowledge of the forensic psychology field, including its historical roots and current trends with a focus on the evolution of practical and research based approaches in clinical settings. Candidates will also explore the roles and responsibilities of specialty areas in forensic psychology and how they unfold related to legal, ethical, and diversity issues.

Minimum Credits: 3

PSY 550 - Measurement and Assessment

In this course, students will have the opportunity to learn and apply psychometric techniques commonly used in psychology. This course will instruct students on measurement techniques and strategies for psychological purposes, as well as the analysis and assessment of gathered data.

Prerequisite(s): PSY 510 and PSY 520

Minimum Credits: 3

PSY 560 - Theories of Personality

This course will emphasize contemporary theories, research, and approaches in personality psychology, connecting these to classic theorists such as Freud as well as other historical traditions and perspectives. The past and present impact of these theories within the ever-changing field of psychology will be explored, as well as the impact they have on culturally diverse clients and special populations.

Prerequisite(s): Take PSY 520

Minimum Credits: 3

PSY 570 - Ethical Practice in Psychology

This course provides a comprehensive overview of the principles of ethical practice within the field of psychology. Topics include experimentation, confidentiality, respect, resolving ethical dilemmas, professional standards of conduct, and the psychology of ethical behavior.

Prerequisite(s): Take SCS 501 and SCS 502

Minimum Credits: 3

PSY 612 - Motivation in the Workplace

This course will cover the psychological theories of motivation and their relevance to the workplace and wider field of industrial organizational psychology. Students will explore factors that motivate individuals in organizational settings, strategies to identify motivation problems, and ways to address those issues using psychological techniques.

Emphasis will be placed on the practical application of motivational theories to affect change for diverse populations.

Minimum Credits: 3

PSY 614 - Psychology of Leadership

This course combines theory and practice to address contemporary issues and connects them to psychological theories in the field of organizational leadership. It will utilize research, case studies, and real-world situations to illustrate how psychological practices can be used in assessing and improving leadership in organizations. Students will construct a foundation for their personal leadership style with the understanding that it can and should evolve

over time.

Minimum Credits: 3

PSY 616 - Organizational Consulting

This course will explore the relevant skills needed for a successful organizational consultation by an industrial organizational psychologist. Students will examine the process for diagnosing an organization using psychological methods (measurement), developing a strategy to address any issues (assessment), and practically carrying out that plan (application). Emphasis will be given to the need for ethical standards and the importance of professional responsibility in consulting.

Minimum Credits: 3

PSY 618 - Seminar in Industrial & Organizational Psychology

This course is a culmination of the student's work in industrial organizational psychology. It will bring together the skills learned in the previous courses and requires that students demonstrate their proficiency in the areas of motivation, organizational leadership, and consulting. Therefore, students will synthesize information to develop a more sophisticated and integrated approach to industrial-organizational issues and problems.

Prerequisite(s): Take PSY 612, PSY 614 and PSY 616

Minimum Credits: 3

PSY 622 - Assessment for Forensic Psychology

This course introduces candidates to topics in forensic assessment, including historical context, relevant theories, techniques, tools, and procedures. Candidates will analyze criminal justice, family and child custodial law, and pathology-based case study based data sets using contemporary assessment approaches to gain practical insights. Candidates will be required to consider ethical, multicultural, and age-based variables while making interpreting case-based results.

Prerequisite(s): PSY 545

Minimum Credits: 3

PSY 624 - Intersection of Law and Psychology

This course focuses on the crossroads at which the legal system and psychology meet. The forensic psychologist's roles and challenges within the legal system will be covered as well as ethical dilemmas. Candidates will explore how psychologists can impact court proceedings with respect to providing expert testimony and determining mental states of the witnesses or the accused. Candidates will also review U.S. Supreme Court cases that influence current policies that influence the mental and physical well-being of incarcerated persons.

Prerequisite(s): PSY 545

Minimum Credits: 3

PSY 626 - Psychology in the Courtroom

This course is a seminar in which candidates will synthesize their learning from the three previous concentration courses to gain a full understanding of the forensic psychologist's roles as trial consultant, jury selection, and assessing eyewitness account integrity in the courtroom. Students will demonstrate mastery of concentration in content through a comprehensive project.

Prerequisite(s): PSY 545, PSY 622 and PSY 624

Minimum Credits: 3

PSY 632 - Advanced Developmental Psychology

This course expands on the student's knowledge of developmental psychology and includes major topics from that field. Research and theoretical perspectives are used to help students understand contemporary topics central to childhood and adolescent development, including cognition, biology, social factors, and emotions. Students will evaluate the perspectives, relevancy, and usefulness of developmental psychology to real world issues and problems.

Minimum Credits: 3

PSY 634 - Cognitive Neuropsychology

This course covers the neuropsychological approach in examining the connection between the brain and cognitive processes, as well as dysfunctions, from birth to adolescence. It will explore the techniques used to study the brain and behavior as well as contemporary research and issues in the field.

Minimum Credits: 3

PSY 636 - Intervention Strategies

This course introduces students to the major intervention strategies in child and adolescent development. Contemporary strategies will be covered, and traditional approaches and strategies of the field will be examined as needed. Students will also practice applications of the strategies to real-world scenarios.

Minimum Credits: 3

PSY 638 - Child and Developmental Psychology Seminar

This course is a culmination of the student's work in child and adolescent psychology. It will bring together the skills and knowledge learned in the previous courses and requires that students demonstrate their proficiency in the areas of developmental psychology, cognitive neuropsychology, and intervention strategies.

Prerequisite(s): Take PSY 632, PSY 634 and PSY 636

Minimum Credits: 3

PSY 790 - Capstone in Psychology

This capstone course integrates previous coursework and practical experience with a focus on contemporary issues in the student's chosen concentration in psychology. This course focuses on helping students produce a research proposal on their chosen subject as a culmination of their studies in this graduate program.

Prerequisite(s): Senior standing (30 credits or more)

Minimum Credits: 3

Public Administration

PAD 330 - Public Administration

This course is designed to introduce students to the basics of public administration and set context around contemporary political, social, economic, and administrative realities. It explores public service organizations, governance, public policies, and institutional-based programs. It also examines, from a multidisciplinary perspective, those essential competencies, values and issues important to public policy at the local, state, national and international levels.

Minimum Credits: 3

PAD 331 - Public Administrative Ethics and Theory

This course will examine the underlying theories of public administration and their impact on community goal achievement. Students will examine supervisory and leadership behaviors in public administration and consider the ethical implications of public administration.

Minimum Credits: 3

PAD 332 - Municipal Government Operations

This course will examine the functions, hierarchy and management of various local government departments. Students will learn the interrelationship of various community departments as well as the roles of leadership and community boards within local government.

Minimum Credits: 3

PAD 340 - Public Fiscal Management

This course will analyze methods of securing public funds, the process of budget makings, and the techniques used by government and public administration in managing public funds.

Minimum Credits: 3

PAD 341 - Disaster Recovery and Response

This course will examine government and community behaviors, responses and recovery efforts following emergencies and disasters. Specific emphasis will be place of service delivery models and strategies, coordination of assistant services, and the dynamics of the recovery process.

Minimum Credits: 3

PAD 630 - Foundations of Public Administration

This course is designed to introduce students to the foundations and constraints that form the environment of the public administration. It will encourage and enable the view of governance issues through the eyes of a public administrator. The course is structured to provide basic skills and set the context of contemporary political, social, economic, and administrative realities. It explores responsive, equitable, effective, efficient, and accountable governance processes, public policies, and institutional-based programs. It also examines, from a multidisciplinary perspective, those essential competencies, values, and issues important to public service organizations and the importance of public policy at the local, state, national and international levels.

Minimum Credits: 3

PAD 631 - Strategic Management in Public Service

This course is designed to provide an academic foundation to applied strategic management in public service. Identifying the factors that differentiate public service from the private sector, strategic planning and the implications those differences have for managers. Emphasis is placed on applied strategic planning and management including how to create a mission statement, conduct a SWOT analysis, conduct a stakeholder analysis, writing goals and objectives, and how to design and implement a performance measurement and management system. Current approaches to strategic management used by federal, state, local, and non-profit organizations are emphasized.

Minimum Credits: 3

PAD 632 - Foundations of Public Policy

This course is an introduction to the public policy process. Students will develop an understanding of what "political" and "public policy" mean. Topics discussed include why some problems reach the public agenda, why some solutions are adopted, why others are rejected, why some policies appear to succeed while others appear to fail. The course also examines the complexity of policymaking at the national, state, and local levels.

Minimum Credits: 3

PAD 633 - Intergovernmental Relations

This course is designed to demonstrate the challenges and strategies for governance and administration in an institutional environment of fragmented authority and dispersed power. It defines the balance of shared powers between the layers and institutions of government poses and the considerable challenges to policymakers and administrators. Major dimensions of intergovernmental relations: the vertical dimension of federal, states, and local governments, that cooperate, coordinate, and compete for shares of power, and the horizontal dimension in which sub-governments interact with one another. The course examines the structure of American political institutions, the nature of complex policymaking, governance by networks, and the consequences of competition between governments.

Minimum Credits: 3

Quantitative Studies and Operations Management

DAT 210 - Foundations of Data Analytics

The emergence of new data sources is transforming the role of the data analyst from one who simply reports information to one who is charged with making sense of the available data and distilling from it the salient aspects for the given audience. In this course, students will examine the concepts of data analysis and how it informs the business process. Emphasis will be placed on the development of sound research questions, the identification and verification of data sources, the retrieval, cleaning, and manipulation of data, and the process for identifying the data elements that are relevant for a given audience. An overview of the regulatory organizations that govern the release of data will also be reviewed.

Minimum Credits: 3

DAT 220 - Fundamentals of Data Mining

A large portion of data analytics focuses on identifying meaningful patterns in data. Using a case studies approach, students will examine effective strategies that blend both hypothesis testing and data-driven discovery methods to identify meaningful data patterns and apply that knowledge to common business problems. Emphasis will be placed on data-mining tasks such as classification, clustering, and sequential pattern discovery.

Prerequisite(s): IT 215 or IT 220

Minimum Credits: 3

DAT 310 - Data Analytics I

Building upon the principles set forth in DAT 210, students will begin to develop a comprehensive approach to the application of data analytics in the solving of business problems. In this course, students will evaluate the tools and resources available in terms of their appropriateness to complex business scenarios. This course will highlight the collaborative nature of data analytics projects and the necessity for coordination across projects. Students will conduct an initial data analytics project and create a collaborative report of their findings.

Prerequisite(s): Take IT 204, DAT 210, IT 215 or IT 220

Minimum Credits: 3

DAT 320 - Data Analytics II

Building upon the principles set forth in prior coursework, students will engage in a comprehensive approach to the application of data analytics in the solving of business problems employing the techniques frequently used in the discipline. Emphasis will be placed on the different types of forecasting techniques such as sales, risk, retention and attrition as applied to a variety of industries.

Prerequisite(s): Take IT 215 or IT 220 and DAT 310

Minimum Credits: 3

DAT 410 - Decision Support Presentation

In order for data analytics to be effective, reports and findings must be presented in a manner that is relevant to one's audience. In this course students will hone their technical writing and presentation skills to engage individuals at all levels throughout an organization. Ethics, security, and privacy considerations as they relate to reporting will also be discussed.

Prerequisite(s): Take DAT 320

Minimum Credits: 3

DAT 490 - Data Analysis Portfolio

This course represents the integration of previous coursework and practical experience with a focus on authentic demonstration of competencies outlined by the program. Students will present a portfolio containing selections of prior coursework combined with metacognitive reflection and the development of a professional statement of purpose as the culmination of their studies. The course will be structured around this critical task, so that students have the appropriate support and resources required to be successful.

Minimum Credits: 3

DAT 500 - Data and Information Management

This course provides students with an introduction to key concepts and tools in data and information management. Basic database administration tasks, file processing, file organization, data storage, and conceptual, logical, and physical data models will be introduced as a foundation to advanced database, data analysis, and information management skills. Students will gain exposure and be able to differentiate among common data and information management technologies that provide decision support capabilities to organizations.

Minimum Credits: 3

DAT 510 - Foundations of Data

We live in a world where substantial amounts of data are available at the touch of a button. While this may be a very empowering prospect, it can also be overwhelming. In this course, students will examine the status of Big Data, its impact on the business world, and the career options that may be available as a result. Emphasis will be placed upon the verification of data, the role of regulatory organizations, and the privacy and ethics issues that surround its use.

Minimum Credits: 3

DAT 515 - Enterprise Data Management

Understanding the complexity of current data management systems and the ever evolving technology necessary to leverage such data is essential in making sound data-driven decisions. In this course, students will examine the

issues in managing data and information from an enterprise perspective, and explore data management as an essential resource to organizational success through a deeper understanding of the concepts and techniques for managing the design, development, and maintenance of all the components of enterprise information management. The course will examine the roles and responsibilities of the various professionals that manage data and information in an organization.

Prerequisite(s): DAT 510

Minimum Credits: 3

DAT 520 - Decision Methods and Modeling

The role of many analysts is as much about interpreting the results of data analysis as it is about gathering the data and "crunching the numbers." In this course, students will learn how to evaluate data in context, interpret data trends, and receive an overview of decision support management techniques such as predictive modeling, risk assessment and optimization, and analytics algorithms, which will set the stage for more advanced study in subsequent courses. Concepts from enterprise data management, including data warehousing and business intelligence, will provide a foundation for examining the topics of data mining, advanced and dimensional data modeling, and decision support system development as techniques for an organization's competitive advantage.

Prerequisite(s): DAT 510

Minimum Credits: 3

DAT 530 - Presentation and Visualization of Data

In addition to the gathering and interpretation of data, today's business environment calls upon the analyst to communicate the results of data analysis to a variety of audiences. In this course students will learn how to synthesize the technical components of data analysis into reports, presentations, and visual dashboards that are meaningful for the intended audience and deliver those components in a coherent, convincing format.

Prerequisite(s): DAT 510

Minimum Credits: 3

DAT 610 - Optimization and Risk Assessment

In the competitive business world, using data to its best advantage becomes all the more crucial. In this course, students will learn how to discern the levels of relevancy of data and the impact it has on operations as well as hone their ability to identify macro and micro level risk and evaluate risk management programs, policies, and strategies.

Prerequisite(s): DAT 520

Minimum Credits: 3

DAT 640 - Predictive Analytics

Building on prior coursework in decision methods and modeling, students will get a deeper understanding of the art and science of predictive analysis. Students will examine the elements that contribute to building reliable predictive models that result in actionable performance predictions such as; identifying the variables that have the most predictive power, developing and deploying predictive models, and evaluating some of the more common scoring models currently in use.

Prerequisite(s): DAT 510 and DAT 520

Minimum Credits: 3

DAT 650 - Advanced Data Analytics

This course will emphasize the employment of advanced analytic strategies over the entire life cycle of the data analysis process. Using a comprehensive case-studies approach students will logically extend and add definition to their existing analytic skill set resulting in the development of a project proposal that will serve as preparation for the

capstone experience.

Prerequisite(s): DAT 510, DAT 520 and DAT 640

Minimum Credits: 3

DAT 690 - Capstone in Data Analytics

This capstone course integrates previous coursework and practical experience with a focus on authentic demonstration of competencies outlined by the program. Rather than introducing new concepts, students will synthesize prior learning to design, develop, and execute an analytics project on their chosen subject as a culmination of their studies. The course will be structured around this critical capstone assessment, so that students have the appropriate support and resources required to be successful.

Minimum Credits: 3

QSO 300 - Operations Management

This course is an introduction to the operations function, which is responsible for the creation of goods and services of the organization. Students will learn the concepts and techniques used in managing operations in manufacturing and service organizations.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 310 - Management of Service Operations

This course is an introduction to the concepts, principles, problems, and practices of successful service operations management. Emphasis is focused on preparing students to identify and apply appropriate management processes to ensure efficient, effective, and quality oriented service operations, while achieving operational excellence. Topics covered include: the role of services in the economy, strategic positioning and internet strategies, environmental strategies, new service development process, managing service expectations, front-office and back-office interface, service quality, yield management, waiting time management, and site selection.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 320 - Management Science through Spreadsheets

This course introduces the student to mathematical techniques that may be used to aid decision-making. Topics may include linear programming, PERT, CPM, network analysis and others. Offered once a year.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 330 - Supply Chain Management

This course focuses on effective supply chain strategies for companies that operate globally with emphasis on how to plan and integrate supply chain components into a coordinated system. Students are exposed to concepts and models important in supply chain planning with emphasis on key tradeoffs and phenomena. The course introduces and utilizes key tactics such as risk pooling and inventory placement, integrated planning and collaboration, and information sharing.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 340 - Project Management

As modern organizations have become more complex, they have also become more project-driven. This course uses a basic project management framework in which the project life-cycle is broken into organizing, planning, monitoring and controlling the project. You will learn the methodologies and tools necessary at each stage for managing the projects effectively in terms of time, cost, quality, risk and resources.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 345 - Project Management/CAPM Certification

This course teaches the five process groups and nine knowledge areas described in the Project Management Body of Knowledge (PMBOK®) of the Project Management Institute (PMI®). The course is designed to help students prepare for the Certified Associate in Project Management (CAPM®) certification exam. However, it neither guarantees to help satisfy the eligibility requirements for taking the CAPM® certification exam nor ensures success on the CAPM® certification exam.

Minimum Credits: 3

QSO 360 - Six Sigma Quality Management

This course teaches the fundamental tools and techniques used to improve service and manufacturing processes through the Define-Measure-Analyze-Improve-Control (DMAIC) methodology of Six Sigma quality management. Statistical process control, design and analysis of statistical experiments, process mapping, cause-and-effect diagram, 5S methodology, and process waste identification via lean techniques, are the major topics of this course.

Prerequisite(s): MAT 240

Minimum Credits: 3

QSO 440 - Topics in Project Management

This course covers advanced topics in project management such as project risk, project integration, project quality, and project procurement. Advanced project selection, planning, and control methods of project management are taught with hands-on-applications of Oracle Crystal Ball and MS Project. Students will learn the knowledge and skills of an experienced project manager by creating a detailed project plan for a real-world project.

Prerequisite(s): QSO 340

Minimum Credits: 3

QSO 490 - Operations/Project Management Internship

This course will enable the School of Business undergraduate students to gain valuable work experience within the operations or project environment. The objective is to give the students an opportunity for practical application of operations/project management concepts and techniques learned in the classes and complement the course work. The student must complete a minimum of 150 hours on the internship per 3 credits. Students may complete 3-12 credit hours of QSO 490.

Minimum Credits: 3

Maximum Credits: 12

QSO 500 - Business Research

This course presents an overview of the various primary and secondary research methodologies used in the business world and the application of statistical techniques to those strategies. The focus of this course is the design and execution of a practical, primary research. It is recommended that this course be one of the first three taken in degree

programs in which it is required. Background preparation: 3 credit hours in statistics.

Minimum Credits: 3

QSO 510 - Quantitative Analysis for Decision Making

This is a survey of the mathematical, probabilistic and statistical tools available for assisting in the operation and management of industrial organizations. Background preparation: 6 credit hours in mathematics and 3 credit hours in statistics, or the equivalent.

Prerequisite(s): MBA 501

Minimum Credits: 3

QSO 520 - Management Science through Spreadsheets

This is an application-oriented course that will provide students with a working knowledge of the most commonly used Management Science/Operations Research techniques such as linear programming, integer programming, goal programming, nonlinear programming, network modeling, queuing theory and simulation. The students will learn how to combine the power of the management science and spreadsheets to model and solve a wide variety of business problems.

Prerequisite(s): QSO 510

Minimum Credits: 3

QSO 530 - Applied Statistics for Managers

This course will provide the students with statistical tools and techniques that will enable them to make an immediate impact in their careers. This course will be realistically oriented and numerous business examples and cases will be analyzed.

Prerequisite(s): MBA 501

Minimum Credits: 3

QSO 600 - Operations Management

This is a study of the concepts of production and operations and of a variety of methods and techniques used in their management. Background preparation: 6 credit hours in economics.

Prerequisite(s): QSO 510

Minimum Credits: 3

QSO 610 - Management of Service Operations

This course is intended to help students prepare for management opportunities in service firms that represent the fastest-growing sector of the economy. The material focuses on the role and nature of service operations, and the relationship of operations to other business functions. The students will develop skills and learn techniques for effective management of service operations.

Prerequisite(s): QSO 510

Minimum Credits: 3

QSO 620 - Six Sigma Quality Management

This course is designed to provide an understanding of the design and implementation of quality control and improvement systems. It is an introduction to current quality management approaches, statistical quality control and quality improvement techniques. ISO-9000 also will be discussed. Case studies and the use of computer technology will be integral to the course.

Prerequisite(s): QSO 510 or QSO 530

Minimum Credits: 3

QSO 625 - Six Sigma for Black Belt Certification

This course teaches advanced concepts in Six Sigma while incorporating Lean Management tools. Students learn waste elimination, value stream mapping, Six Sigma roles and responsibilities, team management, and the various elements of the Define-Measure-Analyze-Improve-Control (DMAIC) phases of a Six Sigma project. The Design for Six Sigma (DFSS) approach to design a new process is also reviewed. The course is designed to help students prepare for a Six Sigma Black Belt certification exam. However, it neither guarantees to help satisfy the eligibility requirements for taking a Six Sigma Black Belt certification exam nor ensures success on a Six Sigma Black Belt certification exam.

Prerequisite(s): QSO 620

Minimum Credits: 3

QSO 630 - Supply Chain Management

This course analyses the role and activities of those involved in supply chain management decision making. It emphasizes the importance of transportation planning, inventory control, warehouse management, development of customer service standards, and procurement in the design and operation of supply and distribution systems. The importance of information systems and the internet in supporting such activities is also discussed. Special attention is given to the close working relationships with managers in other functional areas including information systems, marketing, and international operations.

Prerequisite(s): QSO 510

Minimum Credits: 3

QSO 635 - International Supply Chain Management

The U.S. economy is becoming increasingly global in nature. We are marketing and distributing more products in foreign nations, locating plants and other facilities internationally, and are buying from foreign companies. This course provides a comprehensive understanding of the supply chain management function related to the international environment in terms of business/cultural customs, legal considerations, purchasing strategies, financial aspects, and international distribution.

Prerequisite(s): MBA 501

Minimum Credits: 3

QSO 640 - Project Management

This course includes the study of concepts, tools, and practices of project management. The course adopts a managerial process approach to Project Management, which consists of initiating, planning, executing, controlling and closing the project. Major topics will include project scope, project time, project cost, project quality, project risk, project resources, project communications and how to be an effective project manager. Cases are utilized to integrate the learning in the course and provide decision-making experience for the student.

Prerequisite(s): MBA 501

Minimum Credits: 3

QSO 645 - Project Management for PMP Certification

This course teaches the following concepts contained in A Guide to the Project Management Body of Knowledge, (PMBOK Guide) - Fifth Edition, Project Management Institute, Inc., 2013: the five process groups (Initiating, Planning, Executing, Monitoring and Controlling, and Closing), the ten knowledge areas (Integration, Scope, Time, Cost, Quality, Human Resources, Communications, Risk, Procurement, and Stakeholder), process inputs and outputs,

process tools and techniques, and professional and social responsibilities. The course is designed to help students prepare for the Project Management Professional (PMP) exam. The course satisfies the educational requirement of 35 hours of project management education for the PMP exam. However, it does not guarantee success on the PMP exam (PMP and PMBOK are registered marks of the Project Management Institute, Inc.).

Minimum Credits: 3

QSO 680 - Seminar in Project Management

Project management is a core skill in today's fast-moving business environment. Project managers are required to manage complex, time- pressured projects and programs using advanced tools and techniques for maximum effect. Through this course, the students will learn advanced methods to initiate, plan and control projects. They will gain experience planning complex projects using both manual and PC-based tools.

Prerequisite(s): QSO 640

Minimum Credits: 3

QSO 690 - Topics in Operations Management

This course is designed to prepare students to function as high-impact manufacturing and/or service managers. The course theme is Total Quality Management and focuses on manufacturing systems, quality controls and inventory management with the goal of finding constant approaches to productivity improvement through in-depth investigation of JIT and OPT and their adaptability to manufacturing and service systems.

Prerequisite(s): QSO 600

Minimum Credits: 3

QSO 710 - Internship in Operations/Project Management

This course will enable the School of Business graduate students to gain valuable work experience within the operations or project environment. The objective is to give the students an opportunity for practical application of operations/project management concepts and techniques learned in the classes and complement the course work.

Minimum Credits: 3

Reading

(All DEV, EDU, RDG and SPED courses may require students to complete off-campus field experience.)

RDG 503 - Emerging and Early Literacy Development K-4

This course will examine several major theoretical perspectives on literacy development from Kindergarten through 4th grade. Students will explore literacy environments that encourage the development of reading, writing, listening and speaking in the early elementary classroom. Students will also learn a variety of effective strategies for the instruction and assessment of reading and writing in the early elementary classroom. Differentiating instruction to meet the needs of students from diverse backgrounds will be integrated into the course content.

Minimum Credits: 3

RDG 504 - Content Area Literacy Grades 4-8

In this course, students study effective practices that support the development of reading comprehension and writing strategies for content area subjects in grades 4-8. The course focuses on the strategies that enable students read and write about non-fiction. Students will also examine ways to address the particular needs of students with diverse

language, cultural and learning requirements.

Minimum Credits: 3

RDG 531 - Literature for Children Pre-K-8

This course will include an in-depth study of literary genre and categories found in children's literature, preschool through intermediate levels. Students will read and analyze literature according to a set of established criteria; explore the work of noteworthy authors, poets and illustrators; and be introduced to a variety of strategies for integrating literature into the curriculum and for encouraging students to become lifelong readers.

Minimum Credits: 3

RDG 532 - Young Adult Literature

This course is a focus on literature designed for the adolescent reader. Students read examples of adolescent fiction, interview adolescents about their selections, study criteria for selection and evaluation of writing done for or by adolescents, and learn strategies for teaching adolescents.

Minimum Credits: 3

RDG 535 - Content Area Literacy Grades 5-12

This course focuses on the development of reading and writing skills in support of the content areas in grades 5-12. Students will become familiar with effective practices to support the development of literacy strategies for students on the secondary level.

Minimum Credits: 3

RDG 582 - Assessing and Instructing Students with Literacy Difficulty

This course presents methods and materials to assess the needs and plan instructional interventions for students with literacy difficulties. Students will learn to analyze and interpret formal and informal literacy assessments and use instructional techniques to improve literacy in students with a range of literacy difficulties (K-12). This course includes an examination of literacy development among diverse learners.

Prerequisite(s): RDG 503 or EDU 501

Minimum Credits: 3

RDG 701 - Reading Internship: K-4

Students will complete a one credit reading internship that covers field-based literacy experiences at the elementary level at the conclusion of all course work. This course of study is designed for students to observe, interview, and experience literacy program planning, operation, and management in grades K-4.

Minimum Credits: 1

RDG 702 - Reading Internship: 5-8

Students will complete a one credit reading internship that covers field-based literacy experiences at the middle school level at the conclusion of all coursework. This course of study is designed for students to observe, interview, and experience literacy program planning, operation, and management in grades 5-8.

Minimum Credits: 1

RDG 703 - Reading Internship: 9-12

Students will complete a one credit reading internship that covers field-based literacy experiences at the high school level at the conclusion of all course work. This course of study is designed for students to observe, interview, and experience literacy program planning, operation, and management in grades 9-12.

Minimum Credits: 1

Science

SCI 212 - Principles of Physical Science I

Various concepts within the physical sciences are discussed ranging from the teachings of Aristotle to the theories of Einstein. Topics include the influence of the scientific method in generating knowledge, the contributions of Galileo, Copernicus, Newton, Kepler and others concerning energy, forces, and motion, gravity, the solar system, and cosmology and relativity.

Minimum Credits: 3

ESTM EGED

SCI 213 - Principles of Physical Science II

This course focuses on the atomic and molecular aspects of the physical sciences. Topics include the atomic and molecular structure of matter, the nature of electricity and magnetism, basic thermodynamics, chemical reactions, and basic organic chemistry.

Minimum Credits: 3

SCI 215 - Contemporary Health

This course exposes students to the three major dimensions of health -- physical, emotional and social. Health, nutrition, substance abuse, infectious diseases and stress management are among the issues that will be discussed. Students will learn to intelligently relate health knowledge to the social issues of our day. For students on program plans/catalogs prior to 2012-13, this course does not satisfy the university core science requirement.

Minimum Credits: 3

ESTM IWEL EGED

SCI 218 - Natural Resources

This class will introduce the concept of natural resources by studying topics such as land, soil, rangeland, forest, water, atmosphere, minerals, and energy. The management, use, and environmental impacts associated with these resources will also be studied. Emphasis will be placed on the United States within the context of the global environment.

Minimum Credits: 3

SCI 219 - Environmental Issues

This course covers a variety of environmental topics in a manner specifically designed for the non-science major. It provides a fundamental understanding of the various processes necessary to support life on Earth and examines how human activities and attitudes (individual, traditional, cultural, and others) generate environmental issues that threaten these processes. Topics include ecology, populations, agriculture, desertification and deforestation, water and ocean pollution, air pollution including ozone depletion, solid and hazardous wastes, energy including fossil fuels

and nuclear power, economies and sustainability. This course is cross-listed as ENV 219 .

Minimum Credits: 3

IETH ESTM EGED IWAP

SCI 220 - Energy and Society

This course surveys the various forms of energy available to our industrial society. The environmental impact and depletion of each energy form is discussed with emphasis on the development of clean and inexhaustible alternative sources for the home and business. Topics include traditional and renewable energy sources, greenhouse effects, transpiration, nuclear power, and economies.

Minimum Credits: 3

ESTM EGED

SCI 333 - Waste: Sources, Reduction, & Remediation

Waste is a major issue in nearly all aspects of society and understanding it is essential when considering the environment and sustainability. This class will focus on how waste is produced, how to reduce this pollution and how to clean it up once it is released. In addition to the physical science, we will examine the impact of waste on the economy, society and public health.

Prerequisite(s): SCI 211 or SCI 212 or SCI 213 or SCI 219

Minimum Credits: 3

Social Science

SCS 224 - Social Science Research Methods

This course offers a broad introduction to research methods in the social sciences, including surveys, case studies, experiments, and quasi-experiments. Students learn to spot design flaws in research intended to generate scientifically sound conclusions about social phenomena, and to evaluate critically the interpretations of social science research results by third-party observers, such as reporters. Students also learn how to draft a research proposal that would satisfy the requirements of peer review within the community of professional social scientists.

Prerequisite(s): MAT 240

Minimum Credits: 3

SCS 300 - The Human Condition: Environment/You

This is a team-taught course which will examine Ethics and Morality as seen through the distinct perspectives of the various social sciences: Anthropology, Economics, Environmental Sciences, Geography, Information Technology, Justice Studies, Political Science, Psychology, and Sociology. Instructors from each of these disciplines will conduct sessions on selected topics on ethical and moral issues, as viewed by the social science perspective. Not only will the student learn about issues defined as important by the instructors but will also discover how each discipline examines issues in somewhat different ways. In this manner both the similarities and differences of social sciences can be investigated and applied.

Minimum Credits: 3

SCS 444 - Capstone Colloquium

This colloquium serves as the capstone course for students in the sociology, law and politics, and environmental management majors. Students learn from their instructor and from each other as they apply the knowledge and skills

acquired in their other course work to a directed research project in the appropriate discipline or field. Prerequisite: Senior standing in the sociology, law and politics, or environmental management major.

Prerequisite(s): Senior prereg status

Minimum Credits: 3

SCS 501 - Foundations in Statistics

The focus of this course is to develop a foundation of basic statistical literacy in students. Students will be able to assess the role of statistics in quantitative research, and mixed methodology as well as develop the competency to perform basic statistical calculations. An awareness of the changing relationship between computation and interpretation will be addressed. Students will focus on the analysis of real-world data and research situations to illustrate the process of interpreting the meaning underlying the data, and how statistics can be utilized to address important questions.

Minimum Credits: 3

SCS 502 - Foundations in Research Methods

In this course, students will examine both the theoretical and applied aspects of research methods and experimental design at the graduate level, which includes qualitative, quantitative, and mixed methods that are commonly utilized in social science research. Students will investigate procedures used to gather and analyze data and acquire real-world skills required to design and conduct research in future courses.

Minimum Credits: 3

Sociology

SOC 112 - Introduction to Sociology

Is one's identity individually or socially constructed? Are all stereotypes invalid or can there be value in generalizations? Is globalization widening the gaps or homogenizing the world? In this course, students will grapple with these essential questions in examining the world through the lens of a sociologist. Sociology offers an empirically-based methodology for critically evaluating society—from issues of individual agency to the roots of global institutions. Culture, norm stratification, systems, structure, social institutions, social change, the organization of social behavior and its relationship to society and social conditions are emphasized. Students will challenge their own preconceived notions and evaluate these constructs in terms of their relevancy to contemporary issues and problems.

Minimum Credits: 3

EGED ESBS IDIV IGSO

SOC 213 - Sociology of Social Problems

Students in this course analyze contemporary social problems in America and other societies. Issues include economic limitations, class and poverty, race and ethnic relations, sexism, ageism, and environmental and population concerns. Offered every year.

Prerequisite(s): SOC 112

Minimum Credits: 3

ESBS IGSO EGED

SOC 291 - Experiential Learning

A course designed to explore community services to individuals and groups through a volunteer experience that involves observation and participation in activities. Classroom experiences are geared to giving the student both

exposure to and an understanding of services available in the field today.

Prerequisite(s): SOC 112. Must be enrolled in psychology program.

Minimum Credits: 3

SOC 317 - Sociology of the Family

This course is a sociological examination of the family institution in America and other societies. Traditional and nontraditional family patterns are studied to provide students with a structure for understanding sex, marriage, family and kinship systems.

Prerequisite(s): SOC 112

Minimum Credits: 3

IWEL ESBS EGED

SOC 318 - Sustainable Communities

How do we build a society fit for living? This course looks to the field of environmentally sustainable community development (ESCD) for answers to this question. Students explore the principles and practices of ESCD using pattern-mapping of community needs, site visits, and other experiential learning tools that turn communities into classrooms, and bring the challenge of building environmentally sustainable communities to life. In the process, students identify assumptions that lead to unsustainable social practices, and develop the skills necessary to help create livable local landscapes and sustainable local futures through individual and community action.

Prerequisite(s): ENV 219 or SCI 219 or SOC 112

Minimum Credits: 3

SOC 320 - Sociology of Gender

The examination of gender in society. Students will explore the social construction of gender, gender identity development, sexuality and power, and other aspects concerning the meanings and implications of being 'male', 'female', or 'transgendered'.

Prerequisite(s): SOC 112

Minimum Credits: 3

ESBS IDIV EGED

SOC 324 - Sociology of Crime and Violence

The course examines the nature, causes, and consequences of crime and violence to a society. Applying a legal and sociological perspective, the course examines: 1) the structure of the law and the criminal justice system; 2) the nature and causation of criminal behavior; and 3) the various types of crime and criminality.

Prerequisite(s): SOC 112

Minimum Credits: 3

ESBS EGED

SOC 325 - Sociological Perspectives

Sociology is the study of social life and behavior. Sociologists study societies by researching social groups, patterns, interactions, and institutions. We are interested in how they work, how they change, and their connection to people's lives. This course will build on what students learned in SOC 112 Introduction to Sociology. It will engage students in a discussion of what we know theoretically in the discipline of sociology through the work of key "voices" in the sociological tradition. The course intends to cultivate your ability to see social things with the hope that, as Peter Berger states, "things are not what they seem". In other words, in this class students will learn to rethink assumptions about social facets of society that are commonly taken for granted.

Prerequisite(s): SOC 112

Minimum Credits: 3

SOC 326 - Sociology of Deviant Behavior

This course is a sociological analysis of the nature, cause, and societal reactions to deviant behavior, including mental illness, suicide, drug and alcohol addiction and sexual deviation. Offered every other year.

Prerequisite(s): SOC 112

Minimum Credits: 3

SOC 328 - Sociology of Aging

Students in this course examine the basic social processes and problems of aging. Social and psychological issues and issues involved with death and dying are discussed. Offered every other year.

Prerequisite(s): SOC 112

Minimum Credits: 3

ESBS IDIV EGED

SOC 330 - Sociology of Minority Relations

This course examines minority relations in America and other societies. It focuses on the nature of minority-dominated interaction, the sources and operation of prejudice and discrimination and the typical reactions of minorities to their disadvantaged positions. Offered as needed.

Prerequisite(s): SOC 112

Minimum Credits: 3

IDIV ESBS EGED

SOC 333 - Sport and Society

This course examines the major issues and controversies of sport in society. Students will develop an appreciation of the ways sport in society contributes to analyzing and understanding human behavior in sports contexts. Students will be encouraged to ask questions and think critically about sports as part of social life. Offered every spring semester.

Prerequisite(s): COM 212 or ENG 200

Minimum Credits: 3

ESBS IETH IWEL EGED

SOC 335 - Technology and Society

This course examines how technology and science impact society and how they influence our lives and our thinking, such as the economy, ethics, religion and the arts. Topics include the positive and negative aspects of technology, the role of technology in historical change, how technology changes what we do as a society and as individuals and appreciating the limits of technology. Topics range from television and airplanes to organ transplants and cloning.

Prerequisite(s): One science course or permission of instructor.

Minimum Credits: 3

SOC 350 - G.R.E.E.D.

G.R.E.E.D., Globally Responsible Environmental and Economic Decisions. This course explores the scientific, social and ethical aspects of environmental degradation and evaluates practices and attitudes that will lead to sustainable practices. Part 1 - G.R.E.E.D. is explored as a threat to sustainable development. Part 2 - G.R.E.E.D. is explored through team-based research as a sustainable alternative.

Minimum Credits: 3
ESBS IETH EGED

SOC 490 - Community Sociology Internship

A course designed to give the student a working experience in the social services. The student will find a site that is of interest and career potential, work out a schedule of no less than 150 hours, and fulfills the learning outcomes of the course. This is an experiential course in which the student works closely with a site supervisor, the instructor of the course, as well as engages in some productive function within the agency.

Prerequisite(s): SOC 112. Must be enrolled in psychology program.

Minimum Credits: 3
Maximum Credits: 12

Special Education

(All DEV, EDU, RDG and SPED courses may require students to complete off-campus field experience.)

SPED 210 - Early Childhood Issues/Disabilities

This course will explore types of disabilities, developmental delays and exceptionalities, as well as the effects of disabling conditions on cognitive, physical, language, social and emotional development and functioning of children birth to grade 3. Additional topics include the identification and evaluation of children with exceptional learning needs, as well as instructional methodology and strategies for selecting and modifying materials and equipment to provide differentiated instruction that addresses and accommodates individual strengths and challenges. Legal requirements and responsibilities for providing education to students with special needs will be addressed. Students will become familiar with the purposes and procedures for developing and implementing Individual Education Plans (IEPs), 504s, and Individualized Family Service Plans (IFSPs).

Minimum Credits: 3

SPED 230 - Implications of Special Education

Students will examine the personal, physical, social and academic issues related to programming for children with disabilities. An emphasis is placed on practical aspects of behaviors associated with a child's disability and the importance of the classroom environment. This course also addresses the history of Special Education, as well as current trends and research. This is the foundation course for certification or licensure as a General Special Education Teacher Grades K-12. Federal and state legislation will be reviewed as well as the NH State Standards for Children with disabilities and include the Individuals with Disabilities Act as it relates to the Elementary Secondary Education Act (ESEA) reauthorized as No Child Left Behind (NCLB), the Americans with Disabilities Act (ADA) including title II of the ADA and section 504 and The Rehabilitation Act Amendments of 1973, as amended.

Prerequisite(s): SPED 210 or SPED 260

Minimum Credits: 3

SPED 260 - Children with Exceptionalities

This course provides students with deep understanding of children with disabilities and specific characteristics of disabilities and how they impact learning in the general curriculum. Students will examine and be prepared to define ways in which such disabilities are diagnosed and possible strategies and techniques (to include assistive technology) to assist the student in the general classroom to the extent possible. Tiered Support Systems will be discussed as a general education initiative that can serve the needs of all students. Students will research resources

available for families and schools to support the needs of disabled children. The role of the family and school as partners will be developed as a critical technique to serve the needs of students, as well as facilitating effective meetings and communication efforts that must be part of the role of special educator.

Minimum Credits: 3

SPED 314 - Consultation and Collaboration

This course presents the IEP process from referral to completion. Student will be expected to clearly define roles and responsibilities within the school for the special education teacher, the general education teacher, paraprofessionals, and other personnel within the school. Additionally, students will examine and develop a process to meaningfully engage parents in the process preschool through age 21. TCP acceptance is required.

Prerequisite(s): SPED 230 and SPED 210 or SPED 260

Must be enrolled in the Teacher Certification program.

Minimum Credits: 3

SPED 350 - Special Education Assessment

This course focuses on formative and summative assessments used within the general education classroom, as well as specialized assessments and observations for children with disabilities. Students will complete this course with an understanding of assessment terminology, test interpretation, and implications regarding access to the general education curriculum. TCP acceptance is required.

Prerequisite(s): SPED 210 or SPED 260

Must be enrolled in the Teacher Certification program.

Minimum Credits: 3

SPED 499 - Internship

The Internship is a culmination of a student's field experiences. It consists of a minimum of 75 clock-hours in the field and is accompanied by seminar meetings to provide opportunities for the analysis, evaluation and discussion of field experience.

Minimum Credits: 3

Maximum Credits: 12

SPED 501 - Students with Exceptionalities

Students will be introduced to the issues related to children with disabilities and the educational implications for participation within the general education classroom will be examined. The course includes the history of Special Education, as well as current trends and research. Federal and state legislation will be reviewed as well as the NH State Standards for Children with Disabilities. Students will review the Individuals with Disabilities Act as it relates to the Elementary Secondary Education Act (ESEA) reauthorized as No Child Left Behind (NCLB), the Americans with Disabilities Act (ADA) including title II of the ADA and section 504 and The Rehabilitation Act Amendments of 1973, as amended.

Minimum Credits: 3

SPED 520 - Assessment of Student Performance

This course is designed to provide an overview of practical performance assessments that can be used to measure student progress in the general education setting. Learners will become familiar with a repertoire of authentic assessments and knowledge of progress monitoring tools including but not limited to formative and summative assessments, diagnostic tools, performance tasks, criteria checklists, rubrics, student portfolios and the use of multiple sources of data in measuring student performance. The course will examine a variety of accountability measures including standardized tests, observation, curriculum based measures, utilization of Response to

Intervention (RTI) as a system for planning, instruction, progress monitoring and interventions. The role Professional Learning Community Models (PLC's) in targeting both behavioral and academic achievement will be explored. The overall goal of the course is to prepare educators to utilize assessment data in the design of classroom instruction and monitoring of student progress for a broad range of students.

Prerequisite(s): EDU 503, EDU 543, RDG 582 and SPED 501

Minimum Credits: 3

SPED 521 - Effective Learning Environments

This course examines teaching strategies and techniques for early childhood, elementary education, middle school, and high school. Students will conduct an in-depth study of behavior theory and practical applications in the classroom environment. Students will learn to promote learning environments where students can set goals and accept responsibility for their own learning. Modification and accommodations will be researched at each level discussing the best approaches depending upon the developmental age of the child. Alignment with the regular education curriculum includes a review of the Grade Level Expectations and the Grade Span Expectations. Students will leave this class with a good understanding of the progression and development of students with disabilities K-12 personally, socially, physically and academically.

Minimum Credits: 3

SPED 525 - Critical Issues/Students with Disabilities

This course will analyze various disabilities and determine how they impact student learning within the general curriculum. Students will examine strategies and techniques (including assistive technology) to assist the student in the general education classroom. Tiered support systems will be discussed as a general education instructional framework that can serve the needs of all students. The role of the family and school as partners will be developed as a critical technique to serve the needs of students with disabilities, as well as the importance of facilitating effective meetings and communication efforts that must be part of the role of the special educator.

Minimum Credits: 3

SPED 526 - Multisensory Literacy Strategies

This course is designed to help educators become more knowledgeable about how literacy develops and to understand why research-based, structured language strategies are necessary for teaching reading to students of diverse abilities. The course will demonstrate that reading is not an intuitive skill and that educators need to develop appropriate multisensory instructional strategies for the student who is either at risk or is a struggling reader. The overall goals are to introduce the scientific rationales and specific instructional methods for teaching the major components of literacy: phonological awareness, phonics, decoding and fluency, vocabulary, comprehension and writing.

Prerequisite(s): RDG 582

Minimum Credits: 3

SPED 540 - Classroom and Behavior Management

This course focuses on the principles and approaches that foster a positive learning environment and help to reduce the challenging behaviors that often confront teachers in the classroom. The course will provide both the theoretical foundations of behavior as well as the evidence-based strategies that have proved most effective for classroom management. The concept of positive behavioral interventions and supports will be explored, including the preventive steps that can be used to avert behaviors from escalating. Educators will also become knowledgeable about the federal requirements and guidelines for the discipline of students with disabilities under I.D.E.A. In addition, the course will emphasize the critical connection between student behavior, classroom management and well-designed instructional practices.

Minimum Credits: 3

SPED 561 - Consultation and Collaboration

This course presents the Assessment and IEP process from referral to completion. Students will be expected to clearly define roles and responsibilities within the school for the special education teacher, paraprofessional, and other personnel within the school. Additionally, students will examine and develop a process to meaningfully engage parents in the process preschool through age 21. Students will be able to write a formal evaluation report.

Minimum Credits: 3

SPED 580 - Special Education Assessment

Students will gain an awareness of procedures involved in the evaluation of students to determine eligibility for special education services. Students will be introduced to a variety of assessment tools and gain an understanding of what the tests measure and how they are used in the identification of specific disability categories. The course includes theoretical and legal foundations, the characteristics of learners with and without disabilities across cognitive, social, emotional and sensory areas. Students will recognize the impact of family and cultural backgrounds on classroom and test performance. Students will become familiar with the administration, scoring, interpretation and reporting of selected diagnostic testing used in special education evaluations.

Prerequisite(s): SPED 520

Minimum Credits: 3

SPED 601 - Content-Based Literacy

This course is designed to help educators become more skilled and versatile in their application of teaching strategies within the regular education classroom, including discussion formats, varied questioning techniques, flexible groupings and differentiated instructional methods. Learners will understand the rationale and importance of using research-based strategies that enable a wide range of learners to access the Core Curriculum in general education classrooms. The course will examine curriculum and instructional design in relationship to students' diverse learning styles and cognitive, readiness and cultural differences. The overall goal is prepare educators to design and demonstrate lessons that incorporate engaging learning materials and methods and varied assessment tools that enable a broad range of students to achieve understanding, application and mastery of key curriculum concepts and skills.

Minimum Credits: 3

SPED 610 - Executive Function and Study Skills

Students with language-based learning disabilities often struggle with the cognitive and self-regulating tasks associated with executive function. These tasks range from organizing time, materials, information; preparing for work, managing frustration, accessing memory and self-monitoring one's progress and work. This course introduces educators to research-based strategies that increase and improve executive function through the use of effective study skills. While the course will explore relevant research on language-based learning disabilities and executive function, the emphasis will be placed on the practical teaching skills drawn from Landmark's Six Teaching Principles. These principles, which will be integrated throughout the course, encourage teachers to provide structured opportunities for students to achieve success, use multiple instructional modalities, create skill-based micro unit tasks, ensure student skill automatization through practice and review, provide models, and include the student in the learning process.

Minimum Credits: 3

SPED 624 - Professional Collaboration

This course has been designed to assist special education teachers in examining their consultative roles and responsibilities when working in inclusive settings. Students will be introduced to, and examine the nature of collaboration, developing relationships between general and special educators, and paraprofessionals. The focus of

the course will be on practical application and establishing strong relationships between general and special educators. The course also includes facilitating engagement of parents, and families as well as appropriate community agencies. The purpose of the course is to prepare special educators to interact and collaborate with a variety of stakeholders that are typically associated with students placed in inclusive settings. In order for special education teachers to be successful they must have the skills and ability to support students in the general education setting which means collaborative interaction, decision making, accountability and team work. Knowledge of general education curriculum requirements, related assessments, researched based interventions and use of data are all topics that will be covered as part of this course.

Prerequisite(s): SPED 501

Minimum Credits: 3

SPED 630 - Expressive Language-Skills and Writing

This course focuses on the strategies and skills for supporting expressive language skills for students with dyslexia and other language-based learning disabilities, primarily for writing. The course introduces the concepts of scaffolding the writing process, using a hierarchy of skills to build appropriate foundational skills sets, and understanding the hidden demands of writing for students with language-based learning disabilities. Students in this course will draw from relevant research on expressive language arts to develop practical teaching strategies for their own learning environments.

Minimum Credits: 3

SPED 635 - Reading Interventions for Students with LBLD

This course provides a survey of effective reading interventions drawn from research-based practice for students with dyslexia and other language-based learning disabilities. Students in the course will integrate appropriate diagnosis strategies, engage with the current research analyses on reading and language-based learning disabilities (LBLD), and develop practical strategies for supporting learners in developing the phonemic awareness, decoding patterns, and sound-symbol relationships that improve reading fluency.

Minimum Credits: 3

SPED 640 - Language-Based Learning Environments

Creating a supportive, effective, and well-structured language-based classroom is a key strategy for supporting students with language-based learning disabilities, though the principles apply to effective instruction for a variety of learners. This course will provide an in-depth analysis of teaching principles and academic planning strategies implemented successfully as well as other K-12 language-based environments. Emphasis will be placed on the establishment of proper classroom resources as well as how to arrange them within the physical classroom space.

Minimum Credits: 3

SPED 650 - Social-Emotional Competencies and Students with LBLD

Developing effective self-esteem, emotional competence, and self-advocacy skills can be particularly difficult for learners with language-based learning disabilities. This course focuses on the support for learners in identifying their own learning profile and recognizing their own needs in terms of learning and communication aids. Research on multiple intelligences provides a framework for understanding how to support learners in strengthening their social and emotional skills and efficacy.

Minimum Credits: 3

SPED 680 - IEP Development

This course will give students the opportunity to review special education law, with an emphasis upon NH Rules for the Education of Students with Disabilities and 2004 Reauthorization of IDEA. Course expectations will require heavy

emphasis upon IEP development through examination of required elements of Individual Education Programs (IEPs) and participation on mock IEP Teams. Students will be introduced to state and federal special education rules and regulations, practical application of the law, ethical codes and related professional standards. The course will require working through mock IEP team experiences in the development of such plans. This will require knowledge of curriculum standards, review of mock student records, participation in mock IEP/Placement meetings, development of mock IEPs and the identification of methods for monitoring progress. Students will also review current cases and trends in special education law, analyze and interpret case studies and learn how to research both statutory and case law. Time will also be spent on review of Section 504 of the Rehabilitation Act of 1973, and The No Child Left Behind Act of 2001 and the impact of such law upon students with educational disabilities.

Prerequisite(s): SPED 580

Minimum Credits: 3

SPED 701 - Internship Grades K-6

Internship course for Special Education for grades K-6.

Minimum Credits: 3

SPED 702 - Internship Grades 7-12

Internship course for Special Education for grades 7-12.

Minimum Credits: 3

Sport Management

SPT 111 - Introduction to Sport Management

This introductory course emphasizes the management principles related to the business of sports. It includes personnel, programs, marketing, media, financial management and an overview of career possibilities in this growing field. Offered every semester.

Minimum Credits: 3

SPT 201 - Governance/Management of Sport Organizations

This course is designed to provide students with a basic understanding of the role of governance structures and management in sport organizations. The primary aim is to familiarize students with a basic understanding of organizational structures used in the management and governance of sport. Topics and issues discussed will involve organizational theory, behavior, and governance structures used in amateur, professional, and international sport organizations; and to provide students with an overview of the sport industry, and the issues encountered by managers of sport organizations and how management techniques can be applied to effectively address these issues.

Prerequisite(s): SPT 111 and ENG 121 or ENG 200

Minimum Credits: 3

SPT 208 - Sport Marketing

Students study current sports marketing problems and apply marketing techniques to develop an effective sports marketing plan. Offered every semester. Writing Intensive Course.

Prerequisite(s): MKT 113

Minimum Credits: 3

SPT 307 - Sport Law

This course examines the legal issues prominent in the world of sport. The legal liability and responsibilities of coaches, athletic administrators, and sport managers at the professional, college and community levels will be discussed.

Prerequisite(s): BUS 206

Minimum Credits: 3

SPT 310 - Sport Sponsorship

This experiential learning course provides students with the opportunity to actively participate in their personal and professional development. Through actively participating in the learning process, students will enhance their experience and understanding of the corporate sponsorship sales process specifically in the areas of proposal development, research and analysis, solicitation/sales, contracts, evaluation and servicing/managing.

Minimum Credits: 3

SPT 319 - Sport Sales and Promotions

This course provides a cross-disciplinary approach to a variety of marketing, sales and promotions issues that confront sport managers. Offered every semester.

Prerequisite(s): SPT 208 and ENG 200

Minimum Credits: 3

SPT 320 - Media/Public Relations in Sport

This course is designed to provide students with an understanding of the role of media and public relations in the sport industry. The primary aim is to familiarize students with media relations, public relations, and community relations in sport organizations and how these areas are integrated into the field of sport and the engagement of interdisciplinary thinking.

Prerequisite(s): ENG 200 or permission of instructor

Minimum Credits: 3

SPT 321 - Fitness Management

This course will provide specific information about personal fitness. Topics include the purchase and use of fitness equipment and staffing and management concerns for club, corporate and collegiate settings. A \$25 lab fee is required to cover CPR certification. Offered every semester.

Minimum Credits: 3

SPT 323 - Golf Club Management

Golf Management will prepare students for a career in one of the most rapidly growing industries in the United States. Golf and business are intertwined. Golf is a business comprised of equipment, apparel, golf courses, travel, real estate development and many other aspects. The combination of classroom instruction, outside speakers and on-site visits will prepare a student to enter this growing field. Offered as needed. Junior standing or permission of instructor.

Prerequisite(s): Junior prereg status

Minimum Credits: 3

SPT 333 - Sport, Society, and Ethics

This course examines the major issues and controversies of sport in society. Students will develop an appreciation of the ways sport in society contributes to analyzing and understanding human behavior in sports contexts; and a basic understanding of the theories and principles related to socio-cultural issues and ethics and morality in the sport industry.

Prerequisite(s): ENG 200 or COM 212.

Minimum Credits: 3

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SPT 340 - Practicum in Sport Management

This seminar combined with field experience will provide an opportunity to apply theories, concepts, and terminology into a practical experience in the field of sport management. Specifically, this experience will provide the student with a mentor and colleagues to learn about management, leadership, decision making, communication, customer service, and to develop as a future professional in the field. Students are required to complete satisfactory work under the direct supervision of a qualified professional and attend scheduled practicum seminars.

Prerequisite(s): Sophomore standing and consent of instructor

Minimum Credits: 3

Maximum Credits: 6

SPT 364 - Private Club Management

This course is an exploration of the world of private clubs, club leadership and the administration of private club operations. Topics covered include club organization, service excellence and quality management, strategic management, financial management, food and beverage operations, golf operations and recreational operations.

Offered as needed.

Minimum Credits: 3

SPT 375 - Economics of Professional Sports in the U.S.

This course employs the models and theories developed in microeconomics to study the sports industry in the United States. The course applies three areas of economic theory to the study of professional sports (baseball, basketball, football, and hockey) as well as intercollegiate sports. The three areas of economic theory utilized are industrial organization, public finance, and labor economics. Industrial organization theory is used to analyze the types of competition and market structure that exist in the sports industries. The analysis includes an exploration of the costs and benefits of market power as well as the role of the media and the government in the operation of sports franchises and leagues. Public finance theory is used to explore how cities have tied economic development to sports franchises, to analyze the impact of tax-based funding of stadiums, and to evaluate the costs and benefits of sports franchises to their community. Labor economic theory is used to investigate labor conflict and collective bargaining in professional sports as well as the role played by discrimination in professional sports labor markets. Finally, the course explores the existence of the unpaid professional student-athletes and their employer, the NCAA.

Prerequisite(s): ECO 201

Minimum Credits: 3

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SPT 401 - Sport Facilities Management

The elements of managing sport facilities, including arenas, stadiums and athletic complexes, form the content of this course. Offered every semester.

Prerequisite(s): SPT 111

Minimum Credits: 3

SPT 402 - Sport Revenue

This course provides students with a comprehensive understanding of the many traditional and innovative revenue acquisition methods available to sport organizations. Students will be exposed to conventional income sources, including tax support, ticket sales, concessions and fund raising, and will examine more recent innovations related to licensing sport products, media sales and corporate sponsorship. Offered as needed.

Prerequisite(s): ECO 201, ECO 202 and FIN 320

Minimum Credits: 3

SPT 415 - Event Management and Marketing

This experiential learning course contains the most important information a student needs to know about the field of Sport Event Management, from designing an event to planning and integrated marketing campaign, to negotiating contracts, and supplier agreements. This course will prepare the student to be able to understand and apply the key techniques; understand and utilize those skills related to negotiations and contracts with sponsors, suppliers, and insurance companies; comprehend and implement an integrated approach to marketing that considers every kind of medium; and strategies of how to acquire funding for sport events. Instructor permission required.

Minimum Credits: 6

SPT 425 - Sport Licensing/Strategic Alliances

This course will explore why and how sport licensing is used effectively in the global business of sport. Both theoretical and applied perspectives will be used. The course will examine the strategic rational and different forms of sports licensing and how sport managers can use sport licensing to lead their companies to achieve growth and other key objectives. Course content will include examining US and international sport leagues and how they administer their licensing programs. The course will cover the process of identification of licensing opportunities, selection of business partners, process of establishing a license agreement, international licensing and the management of licensing relationships. In addition, students will be introduced to strategic alliances with an emphasis on why and how domestic and international alliances may be used to achieve sport enterprise objectives. Global marker.

Prerequisite(s): SPT 208

Minimum Credits: 3

SPT 430 - Front Office Management

This course will provide an overall understanding of the operation of a professional sports franchise from a practical real-world perspective. The course will emphasize the various business disciplines of operating a professional sports team with a special emphasis on marketing functions.

Minimum Credits: 3

SPT 461 - Seminar in Sport Management

This course serves as the capstone course for the sport management major and concentration. Students will apply the knowledge and skills obtained from courses in order to solve problems that a sport manager is likely to encounter. Instructor permission required.

Prerequisite(s): Senior prereg status

Minimum Credits: 3

SPT 465 - Global Sport Business

This course develops a basic theoretical and applied understanding of international business principles as applied to the global sport industry. Several key areas of international business, as they relate to sport business, are explored

including the scale, scope and organization of global sport, globalization, internationalization, cultural aspects, international marketing, financial/political/economic risk, human rights, ethical dimensions, role of media, technology/products, professional sport leagues and governance. The course will be delivered from an entrepreneurial and business development perspective encouraging students to think and act strategically when considering sport business in a global context. Class discussions and exercises will focus on assisting the student in establishing a conceptual and applied understanding of these major content areas using relevant text, multi-media. The outcomes will be to develop the skills necessary to function as a professional manager in the international sport business market place. In addition, the student will be exposed to a team working environment in order to foster authentic management interaction skills. Global marker.

Prerequisite(s): MKT 113

Minimum Credits: 3

SPT 491 - Sport Management Internship

This closely supervised on-the-job training combines classroom theory with business experience. Students spend one semester working in an environment where sport management practices and principles can be learned firsthand.

Minimum Credits: 3

Maximum Credits: 12

SPT 492 - Sport Management Internship II

Internship continuation course for online students.

Prerequisite(s): SPT 491

Minimum Credits: 3

SPT 501 - Research Methods in Sport Management

This course examines the methods and techniques used in research in sport management and the sport industry. Including the basic aspects of reading, evaluating, and writing research; this course will explore the concepts developed in relevant literature as they apply to sport management. Topics include problem selection, literature review, instrumentation, methodology, statistical issues, and types of research in physical activity.

Minimum Credits: 3

SPT 510 - Sport and Society

Students investigate the interrelationships between sport, culture and society in an attempt to better understand the role and function of sport in contemporary society. Students receive a broad overview of selected socio-cultural factors that influence participation in sports. Major ethical issues of sport in society will be explored.

Minimum Credits: 3

SPT 512 - Principles in Athletic Administration

This course provides the graduate student with an overview of the role and responsibilities of intercollegiate athletics; human resources; finance; governance; operations and the management, planning, organization and administration of interscholastic and recreational athletics.

Minimum Credits: 3

SPT 515 - Event Planning and Management

This experiential learning course contains both practical and theoretical frameworks used in the field of event management, from designing an event to strategic planning and integrated marketing campaigns, to negotiating

contracts, and constructing supplier agreements. This course will also enhance students' skills related to project, operations, volunteer and risk management. Students will implement an integrated approach to planning and managing a special grassroots event at the conclusion of the term. Instructor permission required.

Minimum Credits: 3

SPT 525 - Sport Licensing and Strategic Alliances

The goal of this course is to develop a deep, working knowledge of sports licensing and strategic alliances and how they relate to the business of sports. We will fully explore the process of identifying and developing a sports licensing and/or strategic alliance strategy so the student will be enabled to apply this knowledge in a real business setting. By doing so a student as a future manager will better recognize opportunities that sports licensing and strategic alliances can potentially offer to their sport business. By developing this in an international context, a student will engender a global view of how sports licensing and strategic alliances are developed and implemented in harmony with overall firm strategy leading to increased shareholder value.

Prerequisite(s): SPT 608

Minimum Credits: 3

SPT 565 - Internationalization of Sport Business

The Internationalization of Sport Business course will help to prepare the sport business manager for the exciting world of global sports. The course is designed to thoroughly introduce the graduate student to the many facets of conducting sport business in the international marketplace. By using real life international sport business examples, students will garner a deeper understanding of the various complexities associated with conducting sport business in an international context. Some of the key areas include culture, international marketing, financial/political/economic risk, ethical dimensions, role of media, technology/products, professional sport leagues and governance.

Minimum Credits: 3

SPT 600 - Management of Sport Organizations

This course focuses on the application of management concepts and theories to sports organizations and the sports industry. It includes issues of organizational design, public policy, labor relations, collective bargaining, ethical issues in sport and the globalization of the sports industry.

Minimum Credits: 3

SPT 601 - Sport Facility Management and Operations

This course is designed to provide students with an understanding of the business of sport facilities and operations. Elements of managing sport facilities, including arenas, stadiums, and athletic complexes will form the content of this course. As well, students will focus on facility management and administration considerations, systematically moving through planning and design, organizational and operational concerns, personnel planning, financial management, program development and scheduling, risk management, and marketing. Also covered will be the operations of specific facility areas including maintenance, crowd control and security, box office management and concessions.

Minimum Credits: 3

SPT 608 - Sport Marketing and Media

This course examines the concepts and processes used in marketing and communications of a sport organization, at the college, professional or community level. Students will utilize the case study approach to analyze current marketing problems and techniques to develop an effective sport marketing and communications plan; with special emphasis placed on the unique aspect of sport products, markets, consumers, and media relations.

Minimum Credits: 3

SPT 610 - Sport Law

Students learn about the law as it applies to professional and amateur sport organizations. The course includes the analysis of contracts, tort law, antitrust law, labor law and collective bargaining.

Minimum Credits: 3

SPT 612 - Advanced Topics/Athletic Administration

This course is designed to examine the current issues facing interscholastic athletic administrators. Information regarding the various components and activities in the organization and administration of athletic programs for prospective athletic administrators will be covered; including: recruitment, governance, compliance, and current research literature and research methods appropriate for administration athletics.

Minimum Credits: 3

SPT 615 - Special Event Management and Leadership

This course is designed to provide students with a hands-on opportunity to engage in sport event management and leadership. Students will discuss leadership, organizational vision, and strategic management principles associated with special sporting events while also engaging in and learning about their leadership style through the creation and execution of a special event of choice.

Prerequisite(s): Permission of instructor.

Minimum Credits: 3

SPT 620 - Finance and Economics of Sport

This course will provide students with an understanding of financial and economic theories and principles utilized in the sport industry. Topics will include the preparation of financial plans, strategic budgeting, capital and operating budgets, sources of revenue, economic theories, supply and demand concepts in the sport industry; economic impact, and other financial and economic theories pertinent to sport industry professionals.

Minimum Credits: 3

SPT 700 - Seminar in Sport Management

This course covers the development of sport administration principles through analysis of specific issues and problems. A seminar format is used to integrate material from previous courses and allow students to focus on their areas of interest.

Prerequisite(s): SPT 501, SPT 565, SPT 600, SPT 608 and MBA 503 or equivalent

Minimum Credits: 3

SPT 710 - Internship

Internships are available for graduate students to enhance their educational experiences through appropriate, work-oriented activities in selected environments.

Minimum Credits: 3

Sustainability and Environmental Compliance

SEC 510 - Environmental Issues

A fundamental understanding of the various processes necessary to support life on Earth. Examine how human activities and philosophies (individual, business, cultural, and others) generate environmental issues and threaten these processes, and offers sustainable alternatives to these activities. Topics include ecology; populations; agriculture; desertification and deforestation; water and ocean pollution; air pollution, including ozone depletion and acid rain; global warming; natural resource depletion; solid and hazardous wastes; energy, including fossil fuels and nuclear power; economic implications; and sustainability.

Minimum Credits: 3

SEC 610 - Energy and Society

This course surveys the various forms of energy available to our industrial society. The environmental impact and depletion of each energy form is discussed, with emphasis on the development of clean and inexhaustible alternative sources for the home and business. Topics include traditional and renewable energy sources; electricity; the atmosphere, including greenhouse effects; transportation; nuclear power; and economic implications.

Minimum Credits: 3

SEC 620 - Environment Compliance/Sustainability

This course introduces students to a broad range of strategies used by both large and small businesses to achieve and maintain compliance with environmental laws and sustainability goals, with an emphasis on companies doing business in the United States. Students learn the importance of environmental due diligence as a tool for minimizing acquired liabilities in business mergers and acquisitions; the value of environmental auditing as a means of identifying compliance and sustainability issues in ongoing business operations; and the power of both environmental management systems and environmental certification programs as strategies for achieving and maintaining environmental compliance and sustainability, and for securing a competitive advantage in a marketplace increasingly populated by sustainability-conscious consumers.

Minimum Credits: 3

Taxation

TAX 650 - Federal Taxation of Individuals

This course studies the theory and practice of federal income taxation of individuals.

Minimum Credits: 3

TAX 655 - Fed Income Tax of Corp & Partnerships

This course studies the theories and practices of income taxation of corporations and partnerships and excise tax on estates and gifts.

Prerequisite(s): TAX 650

Minimum Credits: 3

TAX 660 - Tax Factors in Business Decisions

This course is an introduction to tax factors that are relevant in business and personal financial planning decisions. This includes regular and S corporations, partnerships, fiduciaries, tax shelters and tax research. This course is open only to non-accounting students. Background preparation: 6 credit hours in accounting or the equivalent.

Prerequisite(s): MBA 503 or equivalent

Minimum Credits: 3

TAX 665 - Estate and Gift Taxation

This course deals with the federal taxation of gratuitous transfers during a taxpayer's lifetime and property transfers at death. A study is made of relevant statutes and regulations.

Prerequisite(s): TAX 650

Minimum Credits: 3

TAX 670 - Tax Research Methodology/Practice & Procedures

This course explores the methods and techniques of federal tax research. In addition, students will learn the rules and procedures for representing clients before the Internal Revenue Service.

Prerequisite(s): TAX 655, TAX 665

Minimum Credits: 3

TAX 700 - Special Topics in Taxation

This course offers an in-depth study of special topics in federal taxation. Major, contemporary problem areas of taxation are explored.

Prerequisite(s): TAX 670

Minimum Credits: 3

Workplace Conflict Management

WCM 510 - Negotiation/Advocacy in the Workplace

This course introduces the processes and practice of negotiating and advocating effectively in settings where continuation and strengthening of the relationship matter. Course content will include the uses, strengths, and weaknesses of distributive and integrative bargaining; the sources and uses of power in negotiation; and gender and cultural influences on negotiation style and practice.

Minimum Credits: 3

WCM 610 - Intro Org Conflict Management

This survey course introduces the analysis, interpretation, and management of conflict in contemporary organizational settings. Using interdisciplinary lenses, the course explores systemic, interpersonal, and other causes of conflict; conflict's influence on workplace communication and decision-making; and the relationship between conflict, leadership, and career advancement.

Minimum Credits: 3

WCM 620 - Managing Difficult Conversations at Work

The art and practice of dialogue building is the act of engaging conflict effectively and transforming difficult conversations into better decisions, healthier work relationships, and stronger organizations. This course examines approaches for de-escalating conflict conversations, choosing if and when to intervene, tapping the creative potential in conflict, and creating workplace environments that foster constructive conflict engagement.

Minimum Credits: 3

Other Courses

UNIV 150 – Learning Counts

Prior learning assessment (PLA) is the process of earning college credit for learning that was acquired from non-classroom experiences like work, professional training, military careers, volunteering, and personal life. This course will help students to identify areas of learning they may want to have evaluated for college-level equivalency. This course will also guide students through the preparation and compilation of all components required for the evaluation of a portfolio or prior learning through <http://www.LearningCounts.org>. Students will learn critical reflection skills to rethink the value of their learning and its implications for future learning. Adult learning theory, models, and concepts will be discussed and applied to case studies. This course is facilitated by an instructor who provides guidance for the student in preparing his or her portfolio-based request for credit. Successful completion of this course will result in a credit recommendation of three lower-level credits.

Minimum Credits: 3