

**LYNN UNIVERSITY
UNDERGRADUATE CATALOG**

2000-2001

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

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**Message from
PRESIDENT ROSS**

The second millennium finds Lynn University at an exciting time in its history. Now nearly forty years in existence, we have built a solid reputation for academic quality and educational innovation, providing academic programs that reflect societal needs and encourage collaborative approaches to the challenges the world will face in the 21st century.

At Lynn University, we have always believed the most useful education comes from a core liberal arts background combined with practical skills and hands-on experiences. Our professors spend a great deal of time helping our students identify an interest or strength to become a professional focus.

However, college years lay the vital groundwork not only for long-term professional direction, but also for lifelong personal growth. Lynn administration, faculty and staff are committed to building within each student a strong foundation for good life decisions, marked by a steadfast belief in his or her own abilities and inner self. Our primary purpose is to provide our students with the knowledge, skills and personal values they need to achieve their own particular vision of success.

Choosing to college is an important step in a lifelong educational journey. I invite you to travel this exciting road with us. It is my steadfast aim and personal pleasure to see that all students at Lynn have an experience here that will serve them well the rest of their lives.

Sincerely,

Donald E. Ross

President

Accreditation and Membership

Lynn University is accredited as a Level V institution by the Southern Association of Colleges and Schools and holds membership in:

American Association of Collegiate Registrars and Admissions Officers
American Association for Counseling and Development
American Board of Funeral Service Education, Inc.
American Conference of Academic Deans
American Council of Education

American Hotel and Motel Association
American Library Association
American Physical Therapy Association
Association for College Union International
Association of Collegiate Schools and Programs
Association for Gerontology in Higher Education
Association of Higher Education
College Placement Counsel
Commission on Accreditation for Physical Therapy Education
Council for the Advancement and Support of Education
Council for Adult and Experiential Learning
Council on Hotel, Restaurant and Institutional Education
European Council of International Schools
Florida Association of College Registrars and Admissions Officers
Florida Association for Counseling and Development
Florida Association of Private College and University Admissions Officers
Florida Association of Student Financial Aid Administrators
Florida College Health Nurses Association
Florida Funeral Directors
Florida Hotel and Motel Association
Florida Personnel and Guidance Association
Florida Physical Therapy Association
Florida Restaurant Association
Independent Funeral Directors
National Association of College Admissions Counselors
National Association of Colleges and Universities Business Officers
National Association of Intercollegiate Athletics
National Association of Student Financial Aid Administrators
National Association of Student Personnel Administrators
National Association for Foreign Student Affairs
National Collegiate Athletic Association
National Funeral Directors Association
National Intercollegiate Flying Association
National Restaurant Association
Palm Beach Hotel and Motel Association
Southern Association of Colleges and Schools
Southern Association of College Admissions Counselors
Southern Association of Student Financial Aid Administrators
Southern Business Administration Association
Southern College Art Conference
Southern Regional Education Board: Council on Collegiate Education for Nursing

State Board of Independent Colleges and Universities
The College Board
University Aviation Association

Lynn University admits students of any race, color, gender, religion, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. Lynn University does not discriminate on the basis of race, color, gender, religion, national and ethnic origin, disability, or age in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

PART 1. OVERVIEW

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General Information

Lynn University is a private, four-year co-educational college, accredited as a Level V institution by the Southern Association of Colleges and Schools, and licensed by the Florida State Board of Independent Colleges and Universities.

The University is committed to providing equal access to education and employment opportunities to all, regardless of race, color, gender, religion, national and ethnic origin, or age. The University is committed to compliance with federal and state laws, regulations, and policies governing equal access and equal opportunity.

The University makes every effort to assure completeness and accuracy in the Catalog. However, due to the inevitable changing nature of listings and policies from

year to year, possible errors, misprints, or omissions may occur, for which the University shall not be held liable.

The provisions of this catalog are not to be regarded as an irrevocable contract between the student and the University. The University reserves the right to change any provision or requirement, including fees, contained in this catalog at any time with or without notice.

NOTICE: Credits and degrees earned from colleges within the State of Florida which are licensed by the State Board of Independent Colleges and Universities do not automatically qualify the individual for a Florida Teaching Certificate or to participate in professional examinations in Florida. The established procedure requires the Florida Department of Education to review and recognize the credentials of the individual and the accreditation of the College granting the degrees, prior to approving teacher certification; and for the appropriate state professional board under the Department of Professional and Occupational Regulation to make similar evaluations prior to scheduling examinations. Any student interested in obtaining a Florida Teaching Certificate should contact the Office of Teacher Certification, Department of Education, Tallahassee, Florida 32301. Any student interested in practicing a regulated profession in Florida should contact the Department of Professional and Occupational Regulation, 2009 Apalachee Parkway, Tallahassee, Florida 32301.

Additional information regarding the University may be obtained by contacting the State Board of Independent Colleges and Universities, Department of Education, Tallahassee, Florida, 32399, (850) 488-8695.

Vision

Lynn University's vision is to be a global University for the Twenty-First Century whose graduates apply ethical values in a diverse, complex, and interconnected society. The governing Board of Trustees is committed to developing academic programs that reflect the importance of global transformation, multicultural awareness, and international exchange. This triad forms both the premise and direction to further develop and extend its academic programs, support services, administrative operations, and resources internationally. The University seeks to create and constantly improve educational experiences in a living-learning environment with state-of-the-art information and communication technologies providing access to worldwide networks.

Mission

Founded in 1962 and located in Boca Raton, Florida, Lynn University is a private coeducational institution whose primary purposes are education, the preservation, discovery, dissemination and creative application of knowledge, and the preparation of its graduates with the academic foundation for life long learning. Service, scholarly activity including research, and ongoing professional development allow the faculty, in conjunction with the entire University community, to fulfill its purposes: facilitating student-centered learning and fostering the intellectual life of the University. The University offers Associate, Baccalaureate, Master, and Doctoral degrees as well as non-credit continuing education programs. Breadth, depth, and application of learning are the bases for competencies in all programs. Graduate curricula promote advanced or expert knowledge and scholarship. Programs are delivered through a variety of venues, including a traditional residential campus setting, distance education, off-campus sites, and international locations.

The University admits applicants with varying backgrounds and levels of academic proficiency who demonstrate potential for academic success. The student body includes traditional aged and adult learners from the United States and many other nations. Academic programs are coordinated with a range of support services, extra-curricular activities, international and cultural exchange programs, and career opportunities to promote students' ongoing intellectual, professional and personal development. Education, service and leadership are emphasized throughout the University experience.

The Board of Trustees, administration, faculty, staff, students, and alumni play an integral role in on-going assessment, planning, evaluation, and governance to enable the University to improve and to demonstrate institutional effectiveness in the following areas: educational programs, delivery systems, public service functions, support services, and administrative operations. Lynn University will have fulfilled its purpose if its graduates leave with knowledge, confidence, competencies, and ethical consciousness to assume positions of responsibility and leadership as productive, global citizens prepared for life-long learning.

(Approved by the Board of Trustees 3/26/99.)

Campus Resources

The picturesque 123-acre campus is beautifully landscaped with a variety of tropical and semi-tropical plants and trees. Seven lakes reflect the natural beauty of the setting and the harmonious design of the architecture. All buildings have been constructed since 1962 and are completely air-conditioned.

The SCHMIDT COLLEGE CENTER, named for Charles E. and Dorothy F. Schmidt, defines the entrance to the University. It includes the offices of the President, Institutional Advancement, Undergraduate Admissions, Center for Professional and Continuing Education, and In-House Counsel.

The RONALD AND KATHLEEN ASSAF ACADEMIC CENTER, located at the north end of the campus, provides classrooms, science labs, art studios and the offices of the College of Science and Health. The two-story structure provides an academic atmosphere with all rooms opening onto a scenic courtyard. The Sensormatic Wing houses additional classrooms for health sciences.

The LYNN STUDENT CENTER includes The Christine Room, student commons, chapel, auditorium, Faculty Club, snack bar, outdoor terrace for dining, Student Activities offices, and student meeting room.

The LANDGREN CHAPEL is dedicated to the memory of Harold and Agnes Landgren. Liturgy is celebrated here regularly and the Chaplain's Office is adjacent. The Chaplain's Office assists students of all faiths.

The Eugene M. and Christine E. LYNN LIBRARY, built in 1996, houses a collection of over 90,000 library material units, including books, microforms, videos and other audio/visual formats. The collection is supplemented by a network of electronic databases. Through membership in SEFLIN, the Southeast Florida Library Information Network, the on-line catalogs of other universities in the area are accessible to the Lynn Library users as is the Internet. Reciprocal borrowing privileges are extended to all members of SEFLIN academic libraries. The library also

houses the Lynn College of International Communications, including two studios, control rooms, computer lab and editing rooms.

LOUIS AND ANNE GREEN CENTER FOR EXPRESSIVE ARTS is located in the former Library directly west of the Schmidt College Center. This facility includes offices for Academic Affairs, Office of Student Financial Services, the Registrar's Office, and a performing arts and teleconferencing area, and a flexible conference setting appropriate for art exhibits, cultural events and workshops.

RITTER HALL, located west of the de Hoernle International Center, is a classroom complex housing faculty offices for the College of Business and Management as well as classrooms specifically dedicated to each major program within this division.

The ACADEMIC RESOURCE CENTER, located at the northwest section of the Lynn Library, contains Dell computers, and an area designated for study, both individually and in groups.

LYNN RESIDENCE CENTER is an upperclassmen residence center with a state-of-the-art fitness center which includes weight, exercise, and aerobics areas. All rooms have private baths and students reside three to a room.

TRINITY HALL is a three-story residence hall accommodating 120 women and contains sitting and recreation areas. The Senior Vice President for Administrative and Student Services, the Center for Career Development and other offices are located in this facility.

de HOERNLE RESIDENCE HALL houses 200 men and women in attractive two-student rooms. Four wings, each housing 50 students, help provide the experience of group living with personal responsibility. All residence halls are equipped with their own lounges, recreation areas, and Resident Assistants' rooms. Basic cable television

service and computer drops are in each student room. The Office of Student Services is in the de Hoernle Residence Hall.

FREIBURGER RESIDENTIAL HALL provides housing for 200 students. Faculty Offices for the College of Arts and Social Sciences are also located in the Freiburger Residential Hall.

The McCUSKER SPORTS COMPLEX includes two outdoor pools for year-round use, tennis courts, basketball courts, soccer and baseball fields, space for volleyball, and similar sports. Golf, polo, horseback riding, and bowling are available nearby.

The COUNT AND COUNTESS de HOERNLE SPORTS AND CULTURAL CENTER is a 35,000 square feet, multi-purpose facility. The building houses a gymnasium, locker rooms, meeting rooms, a conference room, and Athletic Department offices.

LYNN UNIVERSITY INTERNATIONAL CENTER opened in Fall 1997. This 24,000 square feet state-of-the-art building combines classrooms, administrative and activities facilities for the rapidly growing international student population, a large multi-purpose meeting room, reception area, The Amarnick - Goldstein Concert Hall and the Cohen International House. The Helen and Donald Ross College of Education is located on the third floor.

LYNN UNIVERSITY BOOKSTORE is a mini-shopping center. Textbooks, supplies, clothing, snacks, and gifts can be purchased. The bookstore also provides check cashing and postal services.

Location

Lynn University is located in Boca Raton on South Florida's "Gold Coast." Geographically, the city and its environs are an epicenter for international trade, linking corporations that serve the world marketplace. The University's location in this hub provides a dynamic medium for educational exchange and learning.

Boca Raton, a city of almost 150,000, is halfway between Palm Beach and Fort Lauderdale, only three miles from the Atlantic Ocean. Easily accessible from major roadways, Boca Raton is within easy travel distance of three major airports.

History

Founded in 1962 as Marymount College, a two-year junior college for women, the College became co-ed in 1971 and changed its name to the College of Boca Raton in 1974. In 1982, the College expanded its offerings to include Bachelor's degrees and in 1985 the first Master's degree was in place. Based upon the institution's goal of expanding its focus nationally and internationally, the Board made the decision to attain university status and in September, 1991, was renamed Lynn University. The first Ph.D. program was offered in 1998.

Campus Life

Every phase of University life provides a learning situation wherein the student is guided toward wise decision-making. While Lynn University primarily emphasizes formal learning through instruction and study, it clearly recognizes a student's needs - both personal and social. To serve these needs, the University offers a program of student services.

The student has ready access to educational and career guidance. Student organizations covering a wide range of interests offer the opportunity to develop many talents and skills. By participating in these activities, the student is exposed to situations that challenge initiative and leadership.

The Office of Student Services includes the Senior Vice President for Administration and Student Services, Dean of Students, Dean of Administration, Dean of Freshmen, Dean for Assessment, Planning and Student Services, Intercollegiate Athletics, Campus Recreation and Intramurals, Counseling Center, Center for Career Development, Office of Residence Life, Health Center, Housekeeping, Buildings and Grounds, and Student Activities.

Dean of Students

The Office of the Dean of Students provides assistance in securing advice on University-related concerns. The Dean is also responsible for maintaining an open line of communication between staff, students, and parents.

Orientation

An Orientation period helps students adjust to university life with as much ease as possible. It also gives the University an opportunity to learn its students' needs and difficulties and to determine how to assist them. Orientation for new students takes place before classes begin and includes a student introduction to both the academic and campus community.

Residence Halls

The four residence halls (Lynn, Trinity, de Hoernle and Freiburger), provide full living accommodations for more than half of the students. Each room is furnished to meet students' needs. All room accessories (rugs, bedspreads, lamps, etc.) are provided by the student. Private telephone service, computer internet access and cable television are provided. Public telephones are available in all residence halls. New students are assigned to rooms and roommates by the Residence Hall Director who will make any adjustments necessary. Returning students must choose their rooms and roommates. Through the cooperative efforts of all, a living environment rich with the joys of friendship and sharing add a new dimension to the learning experience.

A Resident Hall Director is responsible for the overall function and operation of each residence hall.

A Resident Assistant is a paraprofessional staff member and a student, whose primary responsibility is to build a community atmosphere among the students in each hall.

They also have the authority to refer any student to Student Services who is found in violation of campus rules.

All students are subject to the regulations and guidelines in this catalog and in the Student Handbook.

Student Activities

A program of activities complements the academic program. Students choose those activities that will contribute to their personal development and enjoyment - student government, service clubs, athletics, and numerous special interest organizations. In addition, the University offers a formal leadership program for all students.

Social activities include game shows, dances, comedians, live music, international festivals, films, pool parties, sports days, intramural sports, award dinners, and novelty entertainment. Individual interests ranging from the fine arts to professional football to gourmet dining can be found in South Florida.

Athletics

Lynn University holds membership in the National Collegiate Athletic Association, Division II, (NCAA) and the Sunshine State Athletic Conference.

Intercollegiate athletic programs are open to all students in accordance with NCAA, Sunshine State Conference, and institutional eligibility standards. Intercollegiate teams now active are men's soccer, basketball, baseball, golf, tennis, crew and women's golf, soccer, basketball, tennis and crew. The University also sponsors junior varsity programs in baseball and soccer. All student-athletes are required to attend seminars on substance abuse throughout the school year. In addition to intercollegiate sports, students are encouraged to participate in a wide range of intramural programs, including basketball, flag football, softball, tennis and volleyball.

The Higher Education Amendments of 1992 necessitated the development of the Equity in Athletics Disclosure Act of 1994. This disclosure of data on participation

rates and financing of men's and women's sports in intercollegiate athletic programs at Lynn University is available in the Office of Student Financial Services.

The Student Right-To-Know Act of 1990 requires disclosure of graduation or completion rates and transfer-out rates for: (1) the general population of full-time, degree undergraduate students, and (2) students who receive athletically-related student aid, broken down by race and gender within sports. This information is available in the Registrar's Office.

Health Program

The purpose of the Health Center is to assist each student in maintaining good health. A registered nurse is present during scheduled daytime hours in the Health Center, and works in conjunction with community medical services to provide adequate health care. The Health Center provides treatment for minor ailments. When further care is needed, referrals are made to local physicians and health care agencies.

Three full-service hospitals are located within a short distance of the University campus.

Each student must submit a complete Medical Report before admission to the University. This includes a health history, physical examination, and a mandatory record of two measles immunizations.

Counseling

Counseling at Lynn University aims to further the total development of each student. This accent on the individual implies a very definite interest in all phases of the life of the student whose academic, personal, and social welfare are of primary concern. Counseling is provided on a private or group basis and records are maintained in strict confidence by the Director of Counseling. Students are also urged to consult their individual instructors, Resident Assistants, and appropriate members of the University community, all of whom are here to assist the student. In addition, alcohol and substance abuse literature and referral services are continually available through the Counseling Center. Lynn University is in compliance with the Drug-Free Workplace Act.

Career Development

The Center for Career Development provides a variety of services to assist the student in evaluating, choosing and planning a career. Professional staff and career counselors are available to help you set your career goals, investigate employment opportunities in the field you wish to enter, and interview with companies for which you would like to work.

The Center for Career Development is also a valuable career information and resource center. A library in the center provides information about a broad cross-section of employers, careers, internship opportunities, salary surveys, corporate training programs, career and online job opportunities.

International Student Services

The International Student Affairs Office is an important source of information and provides assistance to international students while they are in the United States.

International students should contact the International Student Advisor if they have questions and concerns relating to U.S. customs and values, academic requirements for their studies, and community facilities for medical care, banking, shopping, recreation and in handling immigration matters.

The Cohen International House is located in the Lynn University International Center. This place provides opportunities for all students to interact with individuals from around the globe outside the classroom.

The Cohen International House provides an environment for social, intellectual and cultural programs, or just a nice place to hang out between classes. The various programs and opportunities offered create an environment for its visitors to exchange ideas, outlooks, to promote global leadership, and establish lifelong friendships.

General Regulations

The University regards its students as responsible young adults and allows them considerable personal freedom. The rules and regulations are firm, and violation of these rules may result in expulsion.

The University reserves the right to impose probation on any student whose conduct is unsatisfactory. The University further reserves the right, subject to University procedures, to require a student to withdraw at any time. Admission of a student that is premised upon false statements or documents is null and void upon discovery of the fraud, and credit previously earned by the student is voided.

Upon dismissal or suspension from the University, there will be no refund of tuition and fees. Further, in the event that there has been only a partial payment of fees and tuition, the University will consider the balance due.

There will be no refund of tuition, fees, charges, or any other payments made to the University in the event the operation of the University is suspended at any time as a result of any act of God, strike, riot, disruption, or for any other reason beyond the control of the University.

Admission of a student to Lynn University for any academic year does not imply that such student will be re-enrolled in any succeeding academic year.

Lynn University maintains a drug-free environment and has a strict policy.

The possession or use of marijuana or any drug is forbidden as defined by local, state, and federal law. Any student found in possession or involved with any type of drug will be suspended immediately.

When deemed desirable, a representative of the University will communicate with the parents if the student's residential or academic status is in jeopardy or they are being removed from the campus.

Absolutely no use of alcohol, regardless of age, is permissible in any public area in the residence halls or elsewhere on campus. Students of legal age are permitted to have alcohol in the privacy of their rooms. Students who choose to drink must do so in a responsible manner. Violation of this policy will result in disciplinary action.

There are men's, women's, and co-ed residence halls with visitation privileges as specified by the University. The University maintains a full security system.

There is no formal curfew for students; however, an atmosphere of quiet and consideration for others is expected, particularly in the evening hours. In general, the

students' privacy is respected, but rooms may be entered and inspected to ensure proper maintenance and compliance with University regulations.

Room and Board Schedules

Day Division Full Time Undergraduate Dormitory Students are served nineteen meals each week except during Thanksgiving, Winter, and Spring Breaks and other holiday periods. All residence halls and dining facilities are closed during vacation periods and students are expected to vacate their rooms.

Students may request from the Office of Residence Life special permission for intersession housing and meals during Spring Break for an additional housing fee.

Automobiles

Automobiles are allowed on campus but must be registered with the Security Department. Speeding, driving and/or parking on the grass and similar violations will result in fines and loss of the privilege of having a car on campus.

Property Damage Responsibility

Lynn University assumes no responsibility for loss or damage to the personal property and effects of students. Insurance protection for personal effects should be obtained in conjunction with parents' insurance or student's insurance from an independent source.

Dormitory students are responsible for their dormitory rooms on campus. Damage to rooms and public areas of the residence halls and campus are assessed based on individual, joint, or group responsibility. The University attempts to identify those individuals responsible for damage or vandalism. When this is not possible in a residence hall, all students who reside in the particular area must bear an equal portion of the cost and responsibility.

Students with less than 60 academic credits are required to live on campus unless they are living at home with their parents, within commuting distance, married, or have children. Students with more than 60 credits may live off campus.

Insurance

Only Day Division full time undergraduate students enrolled in the Fall or Spring semesters are covered by a supplemental accident insurance policy covering medical expenses up to \$4,000 per incident. The supplemental policy covers medical expenses incurred only as a result of accidental injury while the student is participating in University sponsored activities. Students are required to file a written report of the accident within 48 hours to the University Health Center and file a report for insurance claim processing. Claims, however, must then be submitted to the student's private insurance carrier. After the student's private insurance claim is processed, those costs not covered by a private policy will be covered by the University's supplemental policy up to the policy limits for reasonable and customary medical charges as established by the insurance company.

Athletes participating in intercollegiate sports are covered by a special policy that pays for accidental injury while participating in University intercollegiate sports. There is a \$25 deductible per incident in this policy that athletes are expected to pay personally and policy claims are subject to a maximum of \$5,000 per incident for reasonable and customary medical charges as established by the insurance company.

These policies do not provide health insurance coverage. Therefore, it is strongly recommended that each student be covered either by a parent's insurance policy, or by their own individual private policy. A student accident and sickness insurance policy is available for the individual purchase of the student. Students may purchase a student health insurance policy by contacting the University Campus Nurse. These policies become effective upon payment of the proper premium and coverage is available from September 1 to June 1.

Check Cashing Services

The University Bookstore handles student check cashing for a \$1 per check fee. Hours are 11:00 a.m. - 2:00 p.m. The maximum amount permitted is \$50 per check per day per student. A fee of \$20 is charged for a check returned for any reason. The privilege of having checks cashed will be revoked after one check is returned. Students must present their ID card when cashing a check. No third party checks will be honored.

Laundry

Coin operated laundry machines are available on campus. Students provide their own towels and linen.

Dismissal

The University reserves the right to dismiss any student who fails to meet the required standard of scholarship and to dismiss or suspend any student for violation of the rules of the University or for any other reasonable cause. In view of the foregoing and since the University must make its financial commitments for the entire academic year, no reduction or refund of fees will be made in cases of dismissal or suspension of a student.

Public Access to the University Campus

As a private institution, individuals wishing to enter the campus for the purpose of meeting with students or staff must be admitted through the Receptionist and receive a Visitor's Pass. This includes the news media, as well as anyone who might have business with students or staff members. The names of guests should be submitted to the Receptionist along with the expected time of arrival and where the student or staff member can be located when the individual arrives. This policy is intended to safeguard the privacy of the University Community, as well as to help insure a safe and secure campus environment.

After 1:00 a.m. Monday through Friday and 3:00 a.m. Saturday and Sunday only resident students will be allowed to enter or remain on campus. Resident students and staff members are required to show proper identification at the entrance to the campus.

ADMISSION PROCEDURES

General

Lynn University welcomes applications from qualified students who desire an education that will enrich their lives and equip them with skills to begin productive careers and professions. The University evaluates applications on a rolling basis, and applications are reviewed when necessary records are received. The following is an

overview of general admission policies. Further questions concerning enrollment procedures should be directed to the Office of Undergraduate Admission, (800) 888-LYNN or admission@lynn.edu.

Visitors are Welcome

All prospective students and their parents, guardians and families are encouraged to visit Lynn University. The recommended time for high school students to see the University is during the spring of their junior year or during the fall of their senior year. Although campus interviews are not required as part of the admission procedure, they are encouraged. It is recommended that visits be scheduled while the University is in session and students are on campus. This will give the prospective students and their families an opportunity to meet students and faculty, to observe classes, to dine in our dining hall, and to view the campus. It is best to avoid Lynn's vacation and final examination periods, since Lynn University students are either away from campus or are less readily available (consult academic calendar at the end of the catalog). If time or other obligations do not comply with the academic calendar, visits are still welcome throughout the year. Students are requested to write or call the Office of Undergraduate Admissions at least one week in advance of their visit. During the school year, the Office is open from 9:00 a.m. to 5:00 p.m. Monday through Friday.

Freshman Admission - Day Division

Applicants will be considered for general acceptance if they meet the following requirements:

- ï Earned a high school diploma or G.E.D.
- ï Minimum GPA of 2.5
- ï Minimum SAT 850 or a Minimum ACT 18
- ï At least one letter of recommendation from a guidance counselor or teacher
- ï A personal statement or essay
- ï Secondary school performance, as confirmed with an official high school transcript

ï A demonstrated desire to learn

Students who are applying to The Advancement Program are required to submit current psycho-educational testing to the Office of Admission. When all required documents are in, a recommendation is put forth by the Executive Director of The Advancement Program.

Freshman Admission - Application Procedures

Lynn University encourages high school students to apply during the fall of their senior year.

1. Complete Lynn University's Application Form and mail it to the Office of Undergraduate Admission with the \$25 non-refundable application fee or apply online at www.lynn.edu.
2. All candidates for admission must submit an official transcript indicating all secondary school course work and graduation date. A letter of recommendation from the candidate's guidance counselor or a teacher is also required. The letter of recommendation is most useful as the University recognizes the effect of determination and motivation on a student's academic performance. SAT I (Scholastic Assessment Test) or ACT (American College Test) scores may be included on the official transcript or sent separately. Lynn University's school code for the SAT is 5437; the school code for the ACT is 0706. Applicants also are required to submit a personal statement or essay.
3. Applicants and their families are strongly encouraged to visit Lynn University; please call, write, fax or e-mail to arrange for an interview and a campus tour.
4. When school records, test scores, letters of recommendation and personal statement or essay are received, the University will notify applicants of their admission status.
5. Upon acceptance, a deposit is required to reserve a place in the class. This deposit is non-refundable, and is credited to the student's account; it may be refunded prior to May 1 for new freshman applicants for the fall semester.
6. Final acceptance is contingent upon successful graduation from high school, and is confirmed through receipt of the applicant's final transcript.

Evening Division Admission

Applicants will be considered for general acceptance if they meet the following requirements:

ï Earned a high school diploma or G.E.D.

/ï -A demonstrated readiness to pursue studies

Evening Division - Application Procedures

Students may apply for admission into the programs scheduled through the Center for Professional and Continuing Education at any time throughout the year.

1. Students entering the Bachelor of Science, Bachelor of Arts, Bachelor of Science in Business Administration and Bachelor of Science in Education degree programs must have completed an Associate Degree and then worked full time for one year after completing the Associate Degree or students must have four years of full time work experience prior to admission. Degrees offered through the College of Science and Health may have additional admission requirements.
2. Students entering the Bachelor of Professional Studies degree program must have four years of full time work experience prior to admission.
3. Students must have earned a high school diploma or G.E.D.
4. Students must submit an application with a non-refundable \$50 fee.
5. Students must meet with an academic advisor to plan out a program progression.
6. Official transcripts from previous institutions attended must be submitted to the academic advisor.
7. Graduates of foreign schools must submit an International Transcript Evaluation, a course equivalency report and a TOEFL score with a minimum of 500.

Day Division Transfer Admission

Applicants will be considered for general acceptance if they meet the following requirements:

- ï Transfer students must have at least a 2.0 cumulative GPA from the last college attended.
- ï A demonstrated readiness to pursue studies

Day Division - Application Procedures

Transfer students are welcome at Lynn University and every effort is made to make the transfer of credits and completion of the degree requirements as easy as possible.

1. Complete the Application Form and mail it to the Office of Undergraduate Admission with the \$25 non-refundable application fee.
2. Official transcripts from the candidate's current college and from all previous colleges/universities attended must be sent directly to the Office of Admission. A letter of recommendation from a professor or employer is also encouraged. In lieu of a letter of recommendation, the "Dean of Students Recommendation Form" may be submitted. SAT I or ACT scores are not necessary if 12 or more college credits have been successfully completed with a "C" average or better. Applicants also are required to submit a personal statement or essay.
3. Applicants and their families are strongly encouraged to visit Lynn University; please call, write, fax or e-mail to arrange for an interview and campus tour.
4. When the college transcripts and a letter of recommendation or the "Dean of Students Recommendation Form" are received, Lynn University will notify the student of his/her admission status.
5. Upon acceptance, a deposit is required to reserve a place in the class. This deposit is non-refundable and is credited to the student's account.
6. In general, transfer credits will be granted for all work completed in comparable courses with a grade of "C" or better at other accredited colleges, and insofar as these courses fit the curriculum requirements for a student's

intended major. Credit will not be given for developmental courses which are intended to prepare a student for college level work.

Evening Division Transfer Admission

Applicants will be considered for general acceptance if they meet the following requirements:

- ï Transfer students must have at least a 2.0 cumulative GPA from the last college attended.
- ï A demonstrated readiness to pursue studies

Evening Division - Application Procedures

It is the student's responsibility to request official transcripts from every school attended. Transcripts should be sent to the student's academic advisor. Transcripts that are not received directly from the sending institutions are unofficial and will not be officially evaluated. When all transcripts are received, the official transfer evaluator will review the student's file. An evaluation will be completed and a copy of this will be forwarded to the student. Credits will be accepted in transfer from other institutions under the following conditions:

1. Transfer credits will be granted for all work completed in comparable courses with a grade of "C" or better at other accredited colleges, and insofar as these courses fit the curriculum requirements for a student's intended major.
2. Credit will not be given for vocational courses or for courses listed below the acceptable college level degree.
3. Credits evaluated as "Experiential Credit" are not transferable from another institution into Lynn University Continuing Education programs.

Readmission

Students who voluntarily or involuntarily withdraw from Lynn University for one or more full semesters lose degree-seeking status. Students wishing to return to the University must submit an application for readmission to the Office of Undergraduate Admission at least one month before the intended date of their re-entry. Students who have attended another institution during their absence from Lynn University must have all academic credentials sent to the Office of Admission.

Students who have been dismissed for academic deficiencies or suspended for disciplinary reasons for one or more semesters must submit an application for readmission at least one month before the intended date of their re-entry and include a letter of appeal with their application for readmission.

International Admission

International students are important and vital members of the Lynn community who comprise a significant portion of the student body and represent 70 countries.

International applicants are classified into the following two categories:

- a. A citizen of a country other than the United States who holds a passport from that country.
- b. Any U.S. or non-U.S. citizen whose permanent home address is outside of the United States, Puerto Rico, the U.S. Virgin Islands, or any other U.S. territory.

All other applicants for undergraduate admission, in the day division, should use the regular admission application.

International Application Requirements

An international application for admission is considered complete and ready for review when the following documents and records have been received:

1. A completed application form ó signed, dated, and accompanied by a non-refundable application fee of \$25. This fee must be drawn from a U.S. bank account, be an international money order, or paid by credit card.
2. Educational documents, including official transcripts and mark sheets from each secondary school, college, or university attended, and official report of scores from all national school-leaving examinations, if applicable. All educational documents must be accompanied by original English translations, and documents submitted must carry the seal or stamp of the issuing educational institution. Uncertified photocopies are not acceptable. NOTE: Transfer applicants with more than one year of university level study are not required to submit secondary school records, but upon acceptance must submit official English translated course descriptions for course evaluation.
3. A letter of recommendation from a counselor, class tutor, career advisor, or head of school for freshman applicants or a letter of recommendation from a professor at the university most recently attended.
4. Applicants also are required to submit a personal statement or essay.
5. Official test results of the TOEFL (Test of English as a Foreign Language), if English is not the applicant's first language. For a registration form contact: TOEFL Services
P.O. Box 6151
Princeton, NJ 08541-6151
(609) 771-7760
e-mail: toefl@ets.org.

6. Official test results of the SAT I or ACT are required and used for the purpose of academic advising. For a registration form, contact:

College Board SAT Programs ACT Universal Testing
P.O. Box 6200 P. O. Box 4028
Princeton, NJ 08541-6200 Iowa City, IA 52243-4028
(609) 771-7600 (319) 337-1321

Lynn University code for SAT is 5437
Lynn University code for ACT is 0706

The SAT I and ACT are not required of transfer applicants who have completed 12 or more university credits with a grade of "C" or better.

7. Completed Certification of Finances Form properly endorsed by the appropriate bank with the official bank seal or stamp.

NOTE: This requirement does not apply to U.S. resident aliens who are required to submit a notarized copy of their **Green Card**.

8. Transfer Eligibility Form for International Students. All international students who are currently studying in the United States on an F-1 student visa and who are transferring from other U.S. institutions are required to submit this form.

The I-20 Form

Upon admission to Lynn University, applicants are sent a letter of acceptance and requested to submit an admission deposit to reserve their place. When the student's certification of finances is submitted to the Office of Undergraduate Admission, the I-20 Form (Certificate of Eligibility) is issued. The I-20 form, a valid passport, and financial certification must be presented at the nearest U.S. Embassy or Consulate in the student's country of citizenship or permanent residence to obtain the F-1 student visa necessary for study in the United States.

Students admitted to the United States on an F-1 student visa must attend the University on a full-time basis and may not engage in unauthorized employment without permission from the U.S. Immigration authorities.

American Disabilities Act (ADA)

Students with documented learning differences must disclose their desire for corresponding accommodations by checking the appropriate box on the Application Form. Their applications will be reviewed for consideration into the appropriate program at Lynn University.

Students with non-documented learning differences who wish to avail themselves of special accommodations under the American Disabilities Act must disclose their special needs. Efforts will be made to make reasonable accommodations.

Evaluation of the Applicant

When the application forms and other required records of the applicant are complete, the application will be submitted to the Admission Committee for evaluation. Final acceptance of each applicant will be determined by the Director of Admission. The acceptance of admission by the transfer student is also an agreement of the evaluation of credits accepted by Lynn University.

Undergraduate Admission Classifications

A student may be admitted as an undergraduate student to Lynn University under the following classifications:

1. General acceptance ó fully admitted as a degree-seeking student;

Freshman Day Division Students:

ï Earned a high school diploma or G.E.D.

ï Minimum GPA of 2.5

) ï -Minimum SAT 850 or a Minimum ACT 18

Q ï At least one letter of recommendation from a guidance counselor or teacher ï A personal statement or essay

ï Secondary school performance, as confirmed with an official high school transcript

ï A demonstrated desire to learn

Students who are applying to The Advancement Program are required to submit current psycho-educational testing to the Office of Admission. When all required documents are in, a recommendation is put forth by the Executive Director of The Advancement Program.

Evening Division Students

ï Earned a high school diploma or G.E.D.

1 ï -A demonstrated readiness to pursue studies

Transfer Students: (Day or Evening Division)

ï Transfer students must have at least a 2.0 cumulative GPA from the last college attended.

ï A demonstrated readiness to pursue studies

2. Probational acceptance ó admitted pending completion of certain academic requirements during first semester, such as the Freshman Frontiers Program, or achievement of a specified grade point average during the first semester at Lynn University;

3. Conditional Acceptance ó admitted pending receipt of missing application documents during first semester.

Freshman Frontiers Program

This program is designed to offer a smooth transition to the university environment and to teach learning strategies. The Admission Committee will consider students who score below an 850 on the SAT, or below an 18 on the ACT, and/or have a high school GPA below a 2.5. These students are probationally admitted to the University. Frontiers students are provided with specialized assistance and are required to take a special 2 semester hour section of the Freshman Seminar which concentrates on learning strategies.

Enrollment

The Office of Undergraduate Admission confirms the receipt of admission deposits in writing. At that time, medical forms from the University Health Services Department are sent to Day Division students, as well as information on health insurance. Lynn University strongly advises that all students have adequate U.S. medical insurance during the duration of their enrollment. International students are required to maintain accident/sickness insurance coverage. Prior to the applicant's term of enrollment, information about living accommodations, student services, and campus activities is mailed. Students are encouraged to contact the appropriate offices at any time, should questions arise prior to their arrival on campus.

Lynn University (561) 237-7000

Office of Student Financial Services (561) 237-7184

Learning Disabilities Services (561) 237-7093

Office of International Student Affairs (561) 237-7075

Office of Residence Life (561) 237-7236

Office of Student Services (561) 237-7230

Honors Program

Students who are highly motivated and who seek an enriching academic experience may apply for the Honors Program. Accepted candidates experience an innovative curriculum encompassing the full breadth of the liberal arts and sciences. The curriculum permits in-depth exploration as well as broad intellectual synthesis. Rigorous honors courses are coupled with integrative, interdisciplinary seminars and individualized projects.

Freshman Honors Experience

The Freshman Honors Experience provides highly motivated first-year students with an opportunity to take courses in which they can experience the challenge and exhilaration of the regular Honors Program while fulfilling core requirements. These students will also be able to attend the Honors Program Enrichment Series and to interact with upper-division Honors Program students.

Early Admission

Students who wish to enter Lynn University directly after the eleventh grade may apply for early admission, if their guidance counselor recommends such action. They should arrange with their high school to receive a high school diploma when they complete one semester (or one year) of university work. Students wishing to pursue this option should apply early in the eleventh grade.

Advanced Placement

Lynn University invites applications from students who have taken College Board Advanced Placement Examinations. Students with a score of 3 or higher on a placement exam will be awarded credit. Actual course application will be assigned by the appropriate academic dean.

CLEP

University credit may also be earned by taking the College Level Examination Program (CLEP) tests. Students may earn up to 30 credits from the General Examination and meet all the requirements of the freshman year. Information may be obtained by writing to CLEP, Box 6600, Princeton, NJ 08541-6600, or by contacting the university testing office 561-237-7064.

International Baccalaureate

Lynn University reviews, evaluates and accepts International Baccalaureate (IB) Higher level credentials for possible transfer credit on an individual basis in the context of a student's proposed area of study. The amount of credit and level of placement are subject to approval by the appropriate academic department. Course credit is generally granted for each Higher level examination passed with a score of 5, 6 or 7 in courses comparable to Lynn University courses and appropriate to the degree program. A score of 4 may qualify a student for advanced placement without credit, subject to departmental review. Credit is awarded only for courses at the Higher Level; no credit is awarded for IB Subsidiary examinations, regardless of the scores earned.

Agreements

ó Lynn University reserves the right of final decision in accepting candidates for admission. The student is subject to dismissal for the submission of false or misleading information.

ó The University reserves the right of final decision regarding course requirements for any degree program offered by the University and the content of individual courses.

ó Enrolled students will abide by all Lynn University regulations and comply with all local, state and federal laws. The University reserves the right to suspend or dismiss students for violations of regulations. In such cases, tuition and fees paid to the University will not be refunded.

ó Attendance at Lynn is a privilege granted solely by the University. The University reserves the right to withdraw, dismiss, or suspend at any time a student whose conduct is adjudged as inconsistent with the standards, policies, rules and regulations of the University.

Financial Regulations

All student charges must be paid in full before the student is allowed to register or attend classes. ALL STATEMENTS OF ACCOUNT ARE DUE AND PAYABLE IN FULL ON OR BEFORE THE DATE SHOWN ON THE STATEMENT. Since the University incurs many expenses of a continuing nature, such as salaries and maintenance, it is essential that the annual income from tuition and fees be assured in order to plan and maintain these services over the entire year. For this reason, it is understood that students are enrolled for the entire academic year or such portion as remains after the date of entrance. Furthermore, the University will not grant a degree, issue transcripts, or release semester grades until all financial obligations have been satisfied.

DAY DIVISION FULL TIME UNDERGRADUATE PROGRAM

Tuition, Room and Board and Fees - 2000/2001

Tuition \$18,500 per year

Room& Board 6,800 per year

Service &Activity Fee 500 per year

Technology Fee-
Dormitory Student 250 per year

Technology Fee-
Commuter Student 100 per year

Deposits-2000/2001

Deposits are applied against tuition and/or room and board. Deposits are non-refundable. However, a new student may request a refund prior to May 1 before the beginning of the academic year.

Tuition Deposit \$200 per semester

Residence Hall Deposit
\$300 per semester

Payment of Fees

A PARENT AND/OR STUDENT
MAY ELECT TO MAKE A SINGLE PAYMENT FOR THE ENTIRE
ACADEMIC YEAR.

Yearly Balance Due After Initial Deposits

Dormitory Student \$25,550

Commuter Student \$18,900

**FOR THOSE ELECTING TO
PAY PER SEMESTER, THE
SCHEDULE IS AS FOLLOWS:**

Dormitory Student

Tuition Deposit

First Semester \$200

Residence Hall Deposit

First Semester \$300

Balance Due Before
First Semester \$12,525

Tuition Deposit

Second Semester \$200

Residence Hall Deposit

Second Semester \$300

Balance Due Before
Second Semester \$12,525

Day Student (Commuter)

Tuition Deposit

First Semester \$200

Balance Due Before
First Semester \$9,350

Tuition Deposit

Second Semester \$200

Balance Due Before
Second Semester \$9,350

Early Payment Discount

An early payment discount of \$50-\$500 is available. Upon receipt of the deposit, information on the discount will be sent to the student.

Student Course Load

The Day Division full time undergraduate program students enroll each semester in a minimum of three (3) courses for nine (9) credit hours to a maximum of five (5) courses for sixteen (16) credit hours.

Approval is required from the Academic Advisor for a student to enroll in more than sixteen (16) credit hours per semester and there is a charge for the additional credit hours (overload) at a tuition rate of \$575 per credit hour.

Students requesting a special exception to enroll in the Day Division for less than nine (9) credit hours must receive written authorization each semester from the Academic Dean. The tuition rate is \$575 per credit hour.

Technology Fee:

Dormitory Student \$125

Day Student (Commuter) \$50

Semester Fee:

Student Activity Fee \$250

For summer session, the tuition rate is also \$575 per credit hour.

International Students

International students are required to obtain injury/sickness insurance, which is provided by Cultural Insurance Services International, at an estimated cost of \$504 per year.

Special Undergraduate Programs

The Advancement Program (TAP) shown in Part 5 of this catalog requires the following special accommodations fees for each program component in addition to the Day Division Full Time Undergraduate Program tuition and fees.

Entering Freshman Students in TAP are required to be enrolled for the full year in TAP A which includes both their first and second semester.

TAP A: per year \$8,500

TAP B: per semester \$3,175

(For returning students only)

Special Section Courses:

Two Courses: per semester \$4,250

One Course: per semester \$3,175

Funeral Service Program Special Rate For Eligible Students

These students must have completed a high school diploma or GED and must have at least four years of full-time work experience or must have completed an Associates degree and then worked full time for one year to be eligible for this special rate of \$290 per credit hour for the A.S. Funeral Service Program. All other funeral service students follow the day division undergraduate rates for tuition and fees.

Evening Division

Students must have completed a high school diploma or GED and must have at least four years of full-time work experience, or must have completed an Associate degree and then worked full time for one year prior to admission to the evening division programs.

Tuition and Fees - 2000/2001

Application Fee \$50

Registration Fee, each term \$30

Tuition - Per Credit Hour \$220

Portfolio Evaluation Fee Per
Credit placed on transcript \$75
The Advancement Program (TAP):
TAP C per 10 week term: \$780
TAP D per 5 week term: \$395

See Graduate Catalog for Graduate Tuition and Fees.

Day and Evening Divisions

Fees and Financial Policies

Course Withdrawal Fee

Fee to withdraw from a course \$5

Course Audit Fee

Audit Fee per course \$600

Late Registration Fee

Approval must be obtained in writing from the Vice President for Academic Affairs in all cases of late registration. A fee will be charged for late registration, per registration \$40

Laboratory Fees

Laboratory fees are charged for use of computer labs and certain other lab courses and texts as listed in the course descriptions and semester/term class schedules. Fees per Lab range from \$30 - \$100

Credit by Examination Fee

Credit earned through CLEP scores, work experience, studies in military service, etc. per credit hour \$65

Transcript Fee

Charge for each transcript \$5

Portfolio Administration Fee

Per Credit \$65

Graduation Fee

A graduation fee of \$130 applies to ALL graduates and represents each graduate's share of expenditures related both to the individual graduate and to the graduating class. The fee is payable whether or not the graduate participates in Commencement. Included are costs pertaining to record verification, transcripts, diploma, commencement ceremony, and activities. Students are responsible for filing for graduation by the appropriate dates. These dates are available from the Registrar's Office as well as the respective colleges.

Finance Charges and Policy

A finance charge will be computed at the rate of 10% per annum on the unpaid balance of each student's account as of the end of the immediately preceding month less any credits applied and payments received during the preceding month.

If a student's account shows a past due balance of any nature, the University will not issue grades or a diploma to that student, will not allow the student to enroll for

subsequent terms, will not transfer college credits, and will not release transcripts of college credits or semester grades until the student's account is paid in full.

Failure to meet any financial obligations to the University could subject the student to a \$25 per month late fee; the withholding of grades for the current term; eviction from University housing; suspension from classes; suspension of future services; referral of the student's delinquent account to a collection agency; and the payment of additional late payment charges, grade release fees, attorney's fee, and other costs and charges necessary for the collection of any amount not paid when due.

Books

Textbooks may be purchased in the University Bookstore with cash, check or credit card. A large selection of school and personal supplies is also available.

Art & Design Supplies

Art and Design supplies cost an average of \$200 per semester

Past Due Indebtedness

No diploma, certificate, transcripts, or recommendations will be granted, nor will registration for subsequent semesters be allowed, until satisfactory arrangements are made with the Office of Student Financial Services to resolve the indebtedness. Indebtedness is defined as any money or property, owed to the University for any reason (i.e. lab fees, library fines, parking fines, unreturned health supplies, athletic equipment, etc.). Students are responsible for checking with the Office of Student Financial Services on questions of indebtedness.

Day Division Full Time Undergraduate Program

Refund Policy

In cases of withdrawal from the University, a properly filed Request for Withdrawal form establishes the date to which the University refund schedule applies. It is also the responsibility of the student to make a written refund request to the Office of Student Financial Services before refunds will be made.

REFUNDS ARE CALCULATED ON THE BASIS OF TOTAL SEMESTER CHARGES PAYABLE, AFTER DEDUCTIONS FOR NON-REFUNDABLE DEPOSITS AND OTHER NON-REFUNDABLE FEES SUCH AS LAB FEES, SERVICE & ACTIVITY FEES, AND DEFERRED PAYMENT CHARGES.

When a withdrawing student has been awarded financial aid and the student withdraws prior to the completion of 60 percent of the term and if Title IV financial aid has been used to pay all or any portion of the charges, the financial aid program funds will be reimbursed to the appropriate agency in accordance with a formula required by federal regulations. Unearned Title IV funds will be returned to the Title IV Programs based on the number of days not attended. The order of refunds will be: Federal Unsubsidized Stafford Loan, Federal Subsidized Stafford Loan, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, Federal SEOG and other Title IV aid programs.

If a student withdraws anytime during a semester all Lynn University grants and scholarship funds will be restored 100% to the University accounts. This policy may result in a financial obligation to the University which is payable at the time of a student's withdrawal.

Calculation of Refundable Amounts for Fall and Spring Semesters

TUITION: Prior to the date publicized as the first day of classes, 100 percent; within seven (7) days from the first day of classes, 75 percent; within fourteen (14) days from the first day of classes, 50 percent; within twenty five (25) days from the first day of classes, 25 percent; after twenty five (25) days from the first day of classes, NO REFUND.

ROOM CHARGES: prior to the date publicized as the arrival date for the new students, 100 percent; after that date, NO REFUND.

BOARD CHARGES: prior to the date publicized as the arrival date for new students, 100 percent; from the arrival date of new students to the date publicized as the first day of classes, 80 per-cent; within seven (7) days from the first day of classes, 75 percent; within twenty one (21) days from the first day of classes, 50 percent; within thirty (30) days from the first day of classes, 25 percent; within forty-five (45) days from the first day of classes, 10 percent; after forty-five (45) days from the first day of classes, NO REFUND.

Special Undergraduate Programs

The Advancement Program (TAP) deposits are non-refundable. The Day Division Full Time Undergraduate Program refund policy and the calculation of refundable amounts for tuition are utilized for TAP refund calculations.

Calculation of Refundable Amounts for Summer Session

TUITION: Prior to the date publicized as the first day of classes, 100 percent; during the first day of classes, 75 percent; during the second day of classes, 50 percent; during the third day of classes, 25 percent; after the fourth day of classes, NO REFUND .

ROOM CHARGES: prior to the date publicized as the first day of classes, 100 percent; after that date, NO REFUND.

BOARD CHARGES: prior to the date publicized as the first day of classes, 100 percent; during the first day of classes, 75 percent; during the second or third day of classes, 50 percent; during the fourth day of classes, 25 percent; during the fifth or sixth day of classes, 10 percent; after the sixth day of classes, NO REFUND.

EVENING DIVISION

Refund Policy

Withdrawals from Evening Division classes must be accomplished through an advisor at the Center for Professional and Continuing Education or College Advisor.

Withdrawals are only permitted through the fifth week of a regular term and the second week of a five week mini-term.

It is the responsibility of the student to properly file a Request for Withdrawal form with the Registrar. This will establish the day to which the University refund schedule applies. It is also the responsibility of the student to make a written refund request to the office of Student Financial Services before refunds will be made.

**REFUNDS ARE CALCULATED
ON THE BASIS OF TOTAL
SEMESTER CHARGES PAYABLE, AFTER DEDUCTIONS FOR
NON-REFUNDABLE DEPOSITS AND OTHER NON-REFUNDABLE FEES
SUCH AS LAB FEES.**

When a withdrawing student has been awarded financial aid and the student withdraws prior to the completion of 60 percent of the term and if Title IV financial aid has been used to pay all or any portion of the charges, the financial aid program funds will be reimbursed to the appropriate agency in accordance with a formula required by federal regulations. Unearned Title IV funds will be returned to the Title IV Programs based on the number of days not attended. The order of refunds will be: Federal Unsubsidized Stafford Loan, Federal Subsidized Stafford Loan, Federal Perkins Loan, Federal PLUS Loan, Federal Pell Grant, Federal SEOG and other Title IV aid programs.

If a student withdraws anytime during a semester all Lynn University grants and scholarship funds will be restored 100% to the University accounts. This policy may result in a financial obligation to the University which is payable at the time of a student's withdrawal.

Calculation of Refundable Amounts

Prior to the start of term 100%
Through first week of term 75%
Through first Wednesday
of mini-term 75%

After first week/
first Wednesday No Refund
Withdrawal from classes No Refund

Flight Training Expenses

Students who elect the Flight Option will receive their ground school instruction on campus as part of the regular curriculum (i.e., Primary, Instrument, and Commercial Flight Theory). Flight Training is conducted at nearby Boca Raton Airport under Part 141 of the FARs. New students in September who elect the Flight Option will begin flight training approximately two to three weeks into the Fall semester. Expenses are paid directly to Lynn University.

Flight training expenses can differ considerably from student to student due to their varying levels of proficiency. Therefore, the estimate of flight training costs are based upon what is considered to be a reasonable average of instructional hours for the majority of flight students. These costs reflect current flight instruction and aircraft rental rates and are subject to change without notice.

Private Pilot Certificate Average Cost - based on 50 hours

Hours Per Hr. Total
Dual Instruction 50 \$130 \$6,500 Solo Flight 10 95 950
Pre/Post Flight Briefing 17 35 595
Supplies, etc 500

Total for Private \$8,545

Instrument Rating Average Cost - After Completing Private

Hours Per Hr. Total
Dual Instruction 40 \$130 \$5,200
Pre/Post Flight Briefing 20 35 700
Supplies 600

Total for Instrument \$6,500

Commercial Pilot Certificate - After Completing PVT and Instrument

Hours Per Hr. Total

Dual Instruction 55 \$130 \$7,150

Solo Flight 65 95 6,175

Pre/Post Flight Briefing 13 35 455

Supplies 285

Total for Commercial \$14,065

Total average cost for combined Private,
Instrument, and Commercial course \$29,110

Please check our website or call for the current fees.

The curriculum lists the flight theory and related flight training course work in the first two years.

Students are not bound by this schedule and may complete their ratings at any time prior to graduation. However, students should schedule their flight training courses to coincide with the related ground school courses and should note that not all ground school and flight training courses are available every semester.

A new student enrolling in the Flight Option who already has a pilot's certificate and rating(s) can apply for and receive credit for equivalent courses in the curriculum. However, prior to the award of any credit, the Chief Flight Instructor will administer the standard Part 141 diagnostic evaluation to determine whether any review (ground school or flight) is necessary. The Flight School Director has final authority over all flight-related credit awards.

Students enrolling in Lynn University but who elect to pursue their pilot certificates and ratings outside the University's flight program will not receive credit for any equivalent flight courses in the curriculum.

Students are required to obtain personal liability coverage to protect them from liability costs which might occur as a result of operating an aircraft. No student will be

allowed to fly until proof of liability coverage is placed in the student's record at Lynn University.

Frasca Flight Training Device (FTD Simulator)

Students in the Flight Option who are enrolled in any of the three flight training courses may utilize the FTD as required by the instructor. As in the case with all science and technology-based courses, a lab fee will apply in accordance with the following scale:

Course Lab Fee

AVM 121 Primary Flight Training \$50
AVM 221 Instrument Flight Training 100
AVM 231 Commercial Flight Training 100

Payment of the appropriate lab fee will entitle the flight student to use the Frasca FTD as required or recommended by the instructor, at no additional charge, either for FTD use or instructor time. However, when an instructor is used who is not a Lynn University instructor, a \$30 per hour fee will apply.

Any Lynn University student who is not currently enrolled in one of the above listed courses may use the FTD to increase flight proficiency. Such use will be at the rate of \$25 per hour. There will be no instructor charge if a Lynn University instructor is used, but use of an outside instructor carries with it a \$30 per hour fee.

Financial Aid

Lynn University participates in most Title IV financial aid programs. The purpose of these programs is to supplement the resources of the applicants and their families. All financial aid awards are made on the basis of need and all applicants must file a financial statement showing the family's resources. Since financial aid is limited, applicants are encouraged to apply as early as possible (preferably by February 15 for entrance the following academic year). Tentative awards are made when the student has filed all the required forms and the analysis of need has been received from the Federal Processing Center. Aid is generally awarded in a combination of loan,

employment, and/or grant. Students are also encouraged to apply for any state grants or loans open to them and to investigate educational loans from local banks.

Standards of Satisfactory Academic Progress for Financial Aid - Day and Evening Divisions

Financial aid is awarded contingent upon the recipient's maintaining satisfactory academic standing and progress towards a degree.

Students on financial aid will have their cumulative grade point average evaluated at the end of the Spring semester for Day Division students and in June for Evening Division students each academic year. At that point, students must have a cumulative grade point average of 2.0. If students fall below a 2.0, they will be placed on financial aid probation for the following academic year. Students will be allowed Title IV financial assistance during the probationary period. Students will be removed from probationary status when their cumulative grade point average is 2.0 or better.

If students have completed a second academic year of attendance at this University, they must have a 2.0 cumulative grade point average at the end of the Spring semester for Day Division students and June for Evening Division students to retain Title IV funding for the following academic year. There will not be a probationary semester.

Students receiving Title IV funding must complete their degrees within a specific time frame as follows:

Associate's Bachelor's

Full-time: 6 semesters 12 semesters
(3 years) (6 years)

Part-time: 12 semesters 24 semesters
(6 years) (12 years)

Each Title IV recipient must meet a specific measurement of academic progress within the specified time frame as follows:

Associate's Bachelor's

Full-time: 20 credits 20 credits
(annually) (annually)

Part-time: 10 credits 10 credits
(annually) (annually)

Course withdrawal(s) or incomplete(s) will be evaluated as non-completed courses, and will not be counted towards the time frame requirement.

Repeat courses will be evaluated as any other normal course. The student may appeal these standards if there has been undue hardship (i.e., medical, death, divorce). Appeals must be directed to the Office of Student Financial Services for review by the Financial Aid Committee. Students will be notified by the Office of Student Financial Services within thirty (30) days of the Financial Aid Committee's decision.

In addition, certain financial aid programs require special academic achievements for renewals as follows:

Presidential Scholarship and National Merit Finalist Scholarship:

3.5 cumulative grade point average at the end of the Spring Semester;

Florida Resident Academic Incentive Scholarship, Dean's Scholarship, Academic Scholarship, Transfer Scholarship: 3.0 cumulative grade point average at the end of the Spring Semester;

Transfer Grant, Lynn University Grant, Top Ten Scholars Award:

2.75 cumulative grade point average at the end of the Spring Semester;

Athletic Scholarship: 2.0 cumulative grade point average each semester.

Florida Programs - renewal students must have a 2.0 cumulative grade point average and have completed twenty-four (24) credit hours during two (2) semesters (Fall and

Spring). Students would be eligible for one (1) probationary year if they fall below a 2.0 cumulative grade point average after the end of the Spring semester.

The Standards of Academic Progress apply to the following programs:

Federal Pell Grant

Federal Supplemental Educational Opportunity Grant (SEOG)

Federal Perkins Loan

Federal Stafford Loans (Subsidized and Unsubsidized)

Federal Parental Loan for Undergraduate Students (PLUS)

Federal Work Study Program

Evening Division Enrollment Requirements for Financial Aid:

A minimum of six credit hours is required in a given term for the loan programs. A student must stay enrolled in at least three credits each consecutive term thereafter to maintain in-school status for the loan programs. Maintaining in school status refers to not going into repayment. It does not indicate that a student can be enrolled in 3 credits and be eligible for a loan.

For the Florida Programs the credit hour requirement is as follows:

SPRING TERM 1 (January-March) Total of 12 credits

FALL TERM 4 (September - five weeks) 6 credits

TERM 5 (October - December) ten weeks 6 credits

If a student is unable to meet the above requirements, he/she must contact the Office of Student Financial Services to investigate if other arrangements are possible.

Applying for Financial Aid Procedure

1. All applicants for admission are requested to complete a Free Application for Federal Student Aid (FAFSA).

2. The FAFSA must be returned to the appropriate processing agency. The agency will process this form and send the University a report on what the family can be expected to contribute to the educational costs.
3. To expedite an award decision students may mail a photocopy of the completed Financial Aid Application to the University's Office of Student Financial Services. A tentative award will be made pending receipt of an official report from the processor.
4. Students should make sure that their transcripts and recommendations are on file at the University because no financial aid decisions are made until students have been accepted.
5. All mid-year transfer students must request a financial aid transcript to be sent to the University from all prior schools attended even if no financial aid was applied for or received.
6. When students have been accepted and the financial analysis has been received from the processing agency, the University will determine the financial aid award and notify the students. If students wish to accept the award, they must notify the University within fifteen (15) days and submit a non-refundable deposit. This deposit is credited to their account.
7. Before federal financial aid funds can be credited to a student's account, information submitted on the FAFSA is sometimes verified. The University is responsible for coordinating this federal verification process. The Office of Student Financial Services may request a copy of the parents' and student's tax returns along with other information in order to clarify the family's financial situation. All financial aid is awarded on the condition that the above information is provided when requested.

Upon receipt of the information, it is reviewed and compared with the information noted on the need analysis. If this new information changes data previously submitted, a revised financial aid award may be sent. Timely response to requests will avoid delays in an accurate assessment of need.

Types of Financial Aid

Applicants do not apply for the various types of awards individually. The University will determine the types and amounts of awards from the amount of aid available in the various programs and the family's expected contribution.

There are two types of financial aid available through The Center for Professional and Continuing Education. They are GIFT-AID and LOAN-AID. GIFT-AID comprises scholarship and grants from a variety of sources and is money that does not have to be repaid. Scholarships are awarded on the basis of academic promise while grants are awarded on need. LOAN-AID comes from a bank, credit union or other lending institution. Unlike scholarships and grants, loans must be repaid. Repayment of the student loans usually begins after the student leaves school.

Federal Programs

Federal Pell Grant and Federal Supplemental Educational Opportunity Grant (SEOG)

The Pell Grant is a federal aid program for those with substantial need. The grant may be worth up to \$3,300 a year, depending on the family's resources and the federal funds actually available. The FAFSA, which the University requires for its aid program, is also used to determine eligibility for the FSEOG Grant. Students do not have to file a separate application for this award. The Federal Supplemental Grant provides additional assistance to those with severe need who cannot meet college costs with the other forms of aid. The average award is \$1,200 per year.

Federal Perkins Loan

The Federal Perkins Loan program provides low interest loans to students who demonstrate need. Repayment of the loan begins nine (9) months after the student ceases to be at least a half-time student. The University will allocate these loans to those who are most eligible. An average award is \$1,200 per year.

Federal Stafford Loans

The Federal Stafford Loan is available to students who demonstrate financial need. The maximum allowed for the first year of undergraduate study is \$2,625; for the second year of undergraduate study it is \$3,500; and after two years, it is \$5,500 per year. A fifth year student will have the loan pro-rated according to federal regulations. Eligibility is based on other sources of financial aid received and a parental

contribution factor. The University may help by providing information on participating lenders.

Federal Unsubsidized Stafford Loan

This loan is not based on financial need. However, the limit is the same as the Federal Stafford Loan. The Stafford and Unsubsidized Stafford loans combined cannot exceed these limits. For independent students, the limits are as follows:

a first year student limit is \$6,625, a second year student limit is \$7,500, and a third or fourth year student limit is \$10,500. Fifth year students will have their loan pro-rated according to federal regulations.

The unsubsidized loan has a variable interest rate but is not to exceed 8.25 percent. The variable rate changes every July 1. The interest may be added to the principal at the end of studies. Repayment of the principal begins six (6) months after the student ceases to be at least a half-time student. Applications may be obtained at participating lending institutions or at the Office of Student Financial Services.

Parental Loan for Undergraduate Students (PLUS)

This loan is not based on financial need but must be within the cost of attendance determined by the University. The maximum interest rate is not to exceed (9) nine percent. It is a variable rate that changes every July 1. The amount a parent may borrow is the difference between the cost of attendance less any financial aid. Repayment usually begins within sixty (60) days of the second disbursement. Loans are disbursed in two (2) payments and made co-payable to the parent and the University. The parent may not have any adverse credit to qualify for the loan. Applications may be obtained at participating lending institutions or at the Office of Student Financial Services. Parents must be eligible citizens to apply. If a parent is denied, a student will be eligible to apply for a Student-Plus Loan for a maximum of \$4,000 as a first or second year student or up to \$5,000 as a third or fourth year student.

Federal College Work Study

Under this program, a student is assigned a job on campus depending on financial need and the availability of funds. Students usually work 8-12 hours per week. Pay rates start at \$5.25 per hour. After four years of service, the pay rate may reach \$6 per hour.

Florida Programs

Florida Resident Access Grant

Dependent students whose parents are residents of Florida or independent students who are residents of Florida for at least twelve (12) months for other than educational purposes may be eligible to receive up to \$2,813 per year from the State of Florida.

Florida Student Assistance Grant

The Florida Student Assistance Grant is based on financial need and the same residential and academic requirements as the Florida Resident Access Grant with grants up to \$1,300 per year. The student must file the FAFSA prior to May 15 to be considered for aid for the next academic year.

State Grants and Loans

Most states have grant and loan programs for state residents which may be used to attend out-of-state colleges. Students should investigate these through their high school guidance office or contact the Department of Education in their state capital.

Education Loan Programs

Parents who prefer to meet educational costs out of monthly income may do so through the programs of several educational loan companies, such as:

Key Corp Banks 1-800-KEY-LEND

Institutional Programs

Florida Resident Academic Incentive Scholarship Program

Scholarships are awarded to Florida high school graduates. The award is \$8,400. Students must meet two of the following three requirements:

- (1) 3.0 GPA,
- (2) 1000 SAT, and
- (3) be in the top 30% of their graduating class. A 3.0 cumulative grade point average is required for renewal each year.

National Merit Finalist Scholarship

Scholarships are awarded to high school seniors who are finalists of the National Merit Award. Award amount is \$18,500 (tuition). The grant is renewable if the student maintains a 3.50 cumulative grade point average at the end of the Spring Semester each year.

Presidential Scholarships

Scholarships are awarded to high school seniors. Award amount is \$18,500 (tuition). Students must meet two of the following three requirements: (1) SAT 1200, (2) 3.75 GPA, and (3) be in the top 10% of their senior class. The scholarship is renewable if the student maintains a 3.50 cumulative grade point average at the end of the Spring Semester each year.

Lynn University Grant

Grants are awarded to upperclassmen who are worthy of scholarship consideration and in need of financial assistance. Average award is \$1,000 per year. The grant is renewable if the student maintains a 2.75 cumulative grade point average each year.

Athletic Scholarships

Scholarships are available in men's soccer, baseball, tennis, basketball and golf; women's soccer, tennis, basketball, volleyball, golf and softball. Awards range from \$1,000 to \$22,850 per year. A 2.0 grade point average is required to maintain an athletic scholarship.

Dean's Scholarship

Scholarships are awarded to high school seniors. Award amount is \$10,000. Students must meet two of the following three requirements: (1) 3.25 GPA, (2) SAT 1100, and (3) be in the top 20% of their high school class. The scholarship is renewable if the student maintains a 3.0 cumulative grade point average.

Academic Scholarship

Scholarships are awarded to high school seniors. Award amount is between \$6,000 - \$8,000. Students must meet two of the following three requirements: (1) 3.0 GPA, (2) SAT 1000, and (3) be in the top 30% of their high school class. The scholarship is renewable if the student maintains a 3.0 cumulative grade point average.

Honors Scholarship

These scholarships are awarded to Lynn University students who participate in the University's Honors Program. This amount is \$500 per semester.

Conservatory of Music

Students accepted to the Conservatory of Music are eligible for full-tuition scholarship.

Lynn University Institutional Loan

This loan program is awarded on the basis of financial need as determined by the Office of Student Financial Services. The funds for this program are limited. The loan

represents money borrowed by the student and must be repaid with interest after leaving school. The current rate is 5%. The student must sign a promissory note for this loan which must be returned to the Office of Student Financial Services prior to registration. Perkins recipients are ineligible for this loan unless prior Perkins Loans are paid off.

Transfer Scholarship

Scholarships are awarded to transfer students with a grade point average of 3.0 or higher who have successfully completed a minimum of 15 college credits. The scholarship is renewable if the student maintains a 3.0 cumulative grade point average. The award may range from \$3,000 - \$6,000.

Transfer Student Grant

Scholarships are awarded to transfer students who qualify. A student must have an A.A. or A.S. degree to be eligible to apply for \$2,000. With a 3.0 GPA, a student may be eligible for an additional \$500 award.

University Financial Aid

Grants are awarded to students who demonstrate financial need on the Free Application for Student Federal Assistance application. Awards range from \$1,000 to \$6,000.

Private Scholarships

Scholarships are available from private organizations or individuals for students with academic promise. Selection of recipients and award amounts are determined by the University or the donor, or both.

Burton D. Morgan Endowed Scholarship Fund
Boca Charities Scholarship Fund
Chauncey Cottrell Scholarship Fund

Excalibur Society Endowed Scholarship Fund
James J. and Lorraine Oussani Endowed Scholarship

Rolland and Lullis Ritter Scholarship Fund
Ronald Matson Scholarship
James J. Shickler Memorial Endowed Scholarship
Shamrock Society Scholarship
Van Gorden Scholarship Fund

Veterans Benefits

Lynn University is approved to administer Veterans benefits. Students who fail to achieve the desired level of academic performance will be terminated for Veterans Administration purposes. Questions regarding veterans' educational benefits may be directed to the Office of Student Financial Services or the Regional Veterans Administration Office at 1-888-442-4551.

Credit For Previous Training: Evening Division students eligible to receive educational benefits from the U.S. Department of Veterans Affairs with previous post-secondary training/experience must request that official transcript(s) be sent to Lynn University, Center for Professional and Continuing Education. All transcripts must be received by the end of the first term or the student's educational benefits will be terminated until all transcript(s) are received. Should credits be accepted, the student's training time and total tuition costs* will be reduced proportionately. The VA and the student will receive a written notice of credits allowed.

*This reduction refers to total costs involved in obtaining the degree. Costs are reduced since credits at another institution are applied toward this degree. This does not imply a credit reduction allowance for veterans or eligible dependents.

Tax Law

Under current Internal Revenue Service regulations, any scholarships or grants that exceed tuition, fees, books and supplies must be reported as taxable income on the

student's tax return. Any international student from a non-treaty country receiving a scholarship will have withholding tax assessed and will be responsible for complying with Internal Revenue Regulations and deadlines.

International Student Loans

There is a private loan program available for international students. The amount that can be borrowed is up to the cost of attendance at our university. Students will need to obtain an American resident as a co-signer. Students may contact our office for an application or contact the lender directly at 1-800-255-TERI. For further information contact the Office of Student Financial Services.

International Students Scholarship Policy

International students who receive scholarships for their education at a U.S. University may be liable for paying taxes to the U.S. Government if they meet certain criteria:

If the student is from a treaty country, they will usually be exempt for a period not exceeding 5 years. The amount of the award that is not exempt has a withholding of 14%.

Currently, the countries that do have a reciprocal scholarship tax treaty with the United States are:

Belgium, China, Commonwealth of Independent States, Cyprus, Czech Republic, Egypt, France, Germany, Iceland, Indonesia, Israel, Japan, Kazakstan, Korea, Morocco, Netherlands, Norway, Philippines, Poland, Portugal, Romania, Russia, Slovak Republic, Spain, Thailand, Trinidad and Tobago, and Tunisia.

Students from any other country will have 14% taxes withheld and billed to their school account.

If the student is from a non-treaty country, any scholarships in excess of amounts used for tuition, fees, books and supplies will be taxed at the 14% rate. Every international

student must apply for a social security number. The Lynn University International House can help the students apply for this number. Applications are available in the International House. A student must complete a W-4 form, sign an IRS statement in the Office of Student Financial Services and pay the required tax to the Office of Student Financial Services. All international students will be required to file a 1040NR with the IRS by April 15, 2001. These tax forms are available in the International House or the Payroll Office. Any student who does not comply with the filing of the tax returns will not have their scholarships renewed. The student may contact the International Student Advisor for more information.

Renewal of Financial Aid

To have financial aid renewed, a new FAFSA must be submitted each year, preferably by February 15. Students must be in good standing at the University, both academically and socially.

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Courses, programs, and requirements described in this Catalog may be suspended, deleted, restricted, supplemented, or changed in any manner at any time at the sole discretion of the University.

Directory Information

Directory information may be released without the student's written authorization and this includes the following data:

- Student's full name
- College or School of enrollment
- Class
- Full/part-time status
- Date of graduation
- Degrees and/or honors awarded

In order to withhold the release of the information above, the student must present a letter to the Registrar's Office within two weeks of the registration period. The information will be withheld until it is released by the student.

Student Responsibility

Each student is responsible for a knowledge of and adherence to the regulations covering registration, withdrawal, degree plan, curriculum and graduation requirements.

Lynn University does not grant certification or licensure for the practice of any profession. Regulations governing certification and/or licensure are under the sole control of the appropriate boards in each state authorized to oversee these processes.

IT IS THE STUDENT'S RESPONSIBILITY TO:

- ï contact the appropriate Professional Boards in the state(s) in which they intend to practice,
- ï determine all requirements related to certification and/or licensure, and
- ï determine whether or not the degree program in which they are enrolled at Lynn University meets all program requirements for certification and/or licensure for the state(s) in which they intend to practice.

Academic Advisement

Academic counseling for the students at Lynn University begins even before prospective students enroll. High school grades, class rank, scores on entrance examination board tests, and other information included in the application for admission are reviewed for placement purposes in freshmen courses in English and mathematics. Students with deficient backgrounds in mathematics or English may be placed in fundamentals courses not listed in the core curriculum. In some cases, a review of students' records might result in their being advised to consider a more appropriate program of study.

Each new freshman of the day division is assigned to a section of FRO 101 or FRO 102 Freshman Seminar. The instructor serves as the mentor/advisor for that group of students during their first semester. Following the completion of the first semester,

students who have selected a major will work in conjunction with an advisor from that academic program area. Any "undeclared" students will be assigned an advisor.

Evening Division students must be counseled by a designated counselor in the Center for Professional and Continuing Education or the appropriate college. After an initial interview and registration, it is possible for students to register by telephone for the following term. After a registration form has been completed and signed by an advisor, no changes may be made to course selections without the approval and signature of the advisor.

Degree seeking students who have not met the English 101 or 102 requirements will be evaluated to assure that they have the minimum prerequisite skills. If the evaluation indicates that the student needs more skills, ENG 100 may need to be successfully completed before enrolling in ENG 101. In addition, degree seeking students who need to fulfill the College Algebra requirement, will be tested to evaluate prerequisite elementary algebra skills. If it is determined that additional skills are needed the student may need to successfully complete Applied Math I and/or Applied Math II. After completing Applied Math I and/or II, the student will again be tested before being allowed to enroll in College Algebra. If the student is found lacking in the necessary skills at this time remediation may need to be successfully completed before enrolling in College Algebra.

Any student under probationary status will be referred to the Advising Center as well as to their academic advisor.

Classification of Students

Matriculated. Students who have met all admission requirements and have declared their intention to obtain a degree.

In some cases, students may be undecided concerning their degree program. In order for both the student and the faculty advisor to plan appropriate course distribution for each degree area, students are required to declare their degree program upon completion of no more than fifteen (15) credit hours for Associate's degree programs and thirty (30) credit hours for Bachelor's degree programs at the time of registration. Transfer students who have already completed at least thirty (30) credit hours must declare a major in a degree program at the time of registration.

Matriculated students are classified according to the number of semester hours of credit completed:

Classification Credit Hours

Freshman 0-30

Sophomore 31-60

Junior 61-90

Senior At least 91

Non-Matriculated. Students are full or part-time and have not declared their intention or are not eligible to obtain a degree. Non-matriculated students also refers to those who enroll in courses for self-enrichment and are not following any specific degree program requirements.

Students seeking to matriculate into a degree program must declare their intent with the Office of Admissions upon completion of the number of credits specified in the Matriculated category. Failure to do so could result in the loss of all credits taken beyond the applicable credit limits specified.

Course Load

Day Division Students. The normal semester academic load for full-time students is nine (9) to sixteen (16) credit hours per semester with a three (3) to five (5) course load. Students at their discretion and after consultation with their academic advisor may register for up to eighteen (18) credit hours per semester. The student will be billed additionally for credit hours in excess of sixteen (16) in each semester at the prevailing tuition rate per credit hour.

In order to register for nineteen (19), twenty (20) or twenty-one (21) credit hours, students must have a cumulative grade point average of 3.0 or better and permission from their College Dean and Academic Dean. If permission is granted, the student will be billed for the additional credit hours in excess of sixteen (16) in each semester at the prevailing tuition rate per credit hour.

Students may not reduce their semester course load to less than three (3) courses without written permission from the Academic Dean.

A student enrolled in summer session(s) may not exceed a total of twelve (12) credit hours for the entire summer term with a maximum of six (6) credit hours per abbreviated summer term period.

Part-time status is granted only under exceptional circumstances and must be approved by the Academic Dean.

Evening Division: There are no mandatory course loads for evening division students. The normal term is ten weeks long. Three credit classes meet for forty (40) hours; four credit lecture classes meet for fifty-three (53) hours. Four credit lab courses meet a total of seventy (70) hours.

Audit

Students who wish to audit a class must receive permission from their faculty advisor and the instructor of the course and, if in excess of a fifteen (15) credit-hour load, permission from the appropriate College Dean. A student who officially audits a course, although not required to take examinations, is expected to attend class regularly and to participate in a manner which is agreeable to the instructor. An "AU" will be recorded on the permanent record of courses officially audited. A full-time student will not be charged for auditing a course. Students not enrolled on a full-time basis will be charged an Audit Fee (see Tuition and fees section for current fee).

Transfer Credits

Lynn University will accept credits in transfer from other institutions under the following conditions:

1. Transfer credit will be awarded only for courses in which the final grade was "C" or better with the understanding that if a particular course does not meet specific curriculum or elective requirements in the planned program of study, the student may need to take more than the minimum number of courses stipulated in the chosen program of study in order to graduate.

2. For course titles not specifically listed in the Catalog and Curriculum, equivalence must be determined by the appropriate College Dean before transfer credit will be awarded.
3. Credits from schools not accredited by one of the regional associations will be evaluated only after a student has submitted a school catalog and a course syllabus for each course to be evaluated. In certain cases competency testing may be required.
4. Students should keep in mind that only course credits transfer, not course grades. Grades of courses taken elsewhere are not considered in determining the student's grade point average at Lynn University.

Permission to Study at Other Institutions

Students who desire to attend another collegiate institution while enrolled at the University and have those credits apply to their Lynn University degree program must receive prior written permission from their College Dean, Transfer Coordinator, and Registrar. Only credit hours transfer, not grades. The last 30 credits must be taken at Lynn University.

Academic Standards

Scholastic Average and Student Standing

The Registrar's Office maintains a cumulative record of the quality point standing of each student. Students are required to meet the minimum standards each semester.

Freshmen whose first semester grade point average is below 1.7 will be placed on academic probation. All other students with a cumulative grade point average below 2.0 will be placed on academic probation.

Academic Probation

Students who fail to meet the minimum cumulative scholastic average are placed on academic probation and their enrollment may be terminated if satisfactory progress is not made.

The Dean of Academic Support Services and/or Dean of Students maintains contact with students on probation.

Students on academic probation are prohibited from participating in any intercollegiate competition and from seeking or holding student government and/or class offices. However, students on academic probation may participate regularly in extra-curricular activities insofar as this participation does not impair their studies.

Day Division Midterm Reports

At the mid-term point each semester, all undergraduate students will receive a Midterm Report informing them of their current performance. The Registrar mails the results to both the local and permanent addresses of the students.

Dismissal

A student is subject to academic dismissal immediately following a second consecutive semester or term on academic probation. Students who receive notification of academic dismissal will be allowed one option should they wish to return.

Accompanying the Dismissal Notice will be a Letter of Agreement which contains a set of conditions for re-enrollment. If the dismissed student meets the conditions for re-entrance and is allowed to return, the Agreement must be signed by the student and parent(s) (or guardian) and returned within the specified time period to the Dean of Academic Support Services. During the next semester or term, should the student meet all of the conditions, continued enrollment will be permitted, but conditions will be applied until such time as the student's AGPA reaches 2.0. During the next semester or term, should the student fail to meet one or more of the conditions, a dismissal may automatically follow with no option or appeal permitted.

Students who were dismissed for academic reasons and elected not to return conditionally, may apply for re-admission through the Office of Admissions after completing the equivalent of one (1) full semester at another accredited institution and attaining a minimum 2.0 AGPA. Students in this category should contact the Office of Admissions for further information for re-application. Such applications will be

reviewed by the Admissions Committee, but the University cannot guarantee acceptance.

Students who fail to achieve the desired level of academic performance (after two consecutive semesters or terms of academic probation) will be terminated for Veterans Administration pay purposes.

Academic Dishonesty

To protect the integrity of the grading system and to affirm the importance of honesty and accountability in the academic community, the University imposes strict penalties for academic dishonesty.

Academic dishonesty includes but is not limited to:

1. Cheating: intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
2. Fabrication: intentional and unauthorized invention or falsification of any information or citation in an academic exercise.
3. Facilitating academic dishonesty: intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty.
4. Plagiarism: intentionally or unintentionally representing the words or ideas of another as one's own in any academic exercise.
5. Infringing on academic rights of others, such as defacement or theft of library material.

Academic Dishonesty Penalties

A student found responsible for any act of academic dishonesty may be subject to the following maximum penalties:

1. First offense - a grade of "F" may be given for the course in which the irregularity occurred.
2. Second offense - dismissal from the University. After a second offense, this information may become a part of the student's permanent academic record.

A student may request a charge of academic dishonesty through the Academic Review Committee.

Admission to Classes

Registered students are permitted to enter class only after obtaining financial clearance from the Office of Student Financial Services and completing the formal registration process. Students who are enrolled whose accounts are in arrears may be dismissed from classes.

Attendance Regulations

Regular and punctual attendance is essential to successful academic achievement. Each student is responsible for all work from the first day of class and must make satisfactory arrangements with the instructor regarding any absences. The instructor's absence policy is explained on the course syllabus at the first class meeting. Exceeding the allowable number of class absences **MAY SUBJECT THE STUDENT TO A FAILING GRADE.**

Observance of Religious Holidays

Lynn University respects the rights of all individuals to observe customarily recognized religious holidays throughout the academic year. If a student intends to be absent from University activities or class as a result of any such observance, other than those noted on the academic calendar, the Dean of Students, as well as the teachers of the student, should be notified by the student in writing prior to the specific holiday.

Cancellation of Courses

The University reserves the right to cancel any course for which an insufficient number of students has enrolled or for other reasons deemed necessary for course cancellation. No charge is made to a student for a registration change necessitated by such course cancellation.

Change of Registration

Changes in registration are permitted only with the consent of the student's faculty advisor/mentor. Course addition or section changes must be made during the official add/drop period as noted on the Academic Calendar. A student who drops from a course during this period will not receive a grade and the course will not appear on the permanent University record. To drop, add, or change a course section, the student must obtain the appropriate change form from the Office of the Registrar or advisor. The form must be signed by the faculty advisor/mentor. To change a load to less than three (3) courses requires the approval of the College Dean and the Academic Dean.

Course Withdrawal

After the add/drop period, students may withdraw from a course by obtaining the Withdrawal Form from the Registrar's Office or advisor, obtaining instructor and advisor/mentor approval, and paying a \$5 fee to the Office of Student Financial Services. Students who withdraw from a course will receive a "W" on their permanent University records. Refer to the Academic Calendar for deadline to withdraw.

Independent Study and Directed Study

Independent Study involves scholastic or research endeavors apart from regular courses offered at Lynn University. Students should pursue study with direction from their supervising professor with the approval of the appropriate College Dean and the Academic Dean.

Directed Study (regular courses taken by special arrangement) involves the student and instructor in virtually a one-on-one relationship (i.e., frequent conferences regarding the study are needed in order to complete a regularly offered course). Appropriate request forms for Independent and Directed Study are available in the Registrar's Office. Signatures denoting approval by the academic advisor, supervising

faculty member, and appropriate College Dean must be obtained before a student can register for such a course of study.

The time limit for completion of an Independent or Directed Study is one (1) semester or term. If additional time is required for completion, the student must formally request an extension from the faculty member involved. Any extensions must be approved in writing and filed with the Registrar. Independent studies may be proposed for one (1) or more credit hours, although they generally will be valued at three (3) credit hours.

Academic Accommodations

Lynn University strives to meet the needs of disabled students to comply with the requirements of Section 504 of the Rehabilitation Act and The Americans with Disabilities Act. An ADA Policy Board has been established to:

1. help determine academic accommodations for students with disabilities,
2. develop programs for increasing faculty understanding of disabilities,
3. assist in resolving disagreements that might arise concerning accommodations. Issues regarding employment are handled through Human Resources.

The ADA Policy Board consists of the following members: the Vice President for Academic Affairs; the Senior Vice President for Administration and Student Services; the Dean of Administration; the Academic Dean; Dean of Academic Support Services and the Dean of the College of Education who oversees all academic special services. This board is to be guided by legal counsel familiar with the ADA.

The Dean of the College of Education is responsible for resolving "modification" of accommodation matters on an informal basis. However, if such effort is unsuccessful, an instructor or student services employee may be referred to the board to review the matter and advise the Dean of the final decision. Accommodations must be addressed on an individual basis.

Repeat Courses

Where a course has been repeated because of failure, both the original and the subsequent grades are recorded on the official University transcript. However, only the passing grade is included in the calculation of the grade point average. The student's AGPA will be affected only if the course is repeated at Lynn University.

Required courses must be repeated if failed.

If a student repeats a course with a "D" grade and fails the course, the "D" grade will be included in the cumulative grade point average. The "F" grade will appear on the transcript but will not be included in the cumulative grade point average.

Grading System

Faculty members have the responsibility of providing the University with an individual evaluation of each student in their classes. Final course grades are entered on the student's permanent University record at the close of each semester or session. The undergraduate grading system at Lynn University is as follows:

A Excellent

B+, B Good

C+, C Average

D+ Less than average

D Lowest passing grade

F Failure

WF Withdraw failing

Other symbols in use (not included in computation of average):

W Officially withdrawn from the course

AU Audit

I Incomplete

P Pass (used only for selected practicum courses and internship courses)

NR Grade not reported

A grade of "P" designates passing and is given in selected practicum courses to students whose work record and other course requirements reflect non-failing quality.

The credit hours are recorded but not used in the calculation of the grade point average.

A temporary grade of "NR" is recorded if an instructor fails to list the grade prior to the time the grade reports are prepared and mailed. The actual course grade is recorded as soon as possible, pending receipt of grades.

Day Division- A student who has not met the course requirements by the end of the semester and/or term may receive an "I." The grade of "I" reflects neither passing nor failing work, and it will not be included in the calculation of the grade point average. The student is responsible for completing the course requirements during the first three (3) weeks of the following semester and/or term. Failure to complete the course requirements within this time results in the student receiving an "F" for the course.

Evening Division students receive "Incompletes" only if the last class period is missed due to serious illness or they are sent out of town for business reasons. Students must contact the instructor first. If permission is given for an "Incomplete", it is the student's responsibility to contact the instructor to determine what work must be completed. All "Incompletes" must be removed by the second week of the following term. If the grade is not changed, it automatically becomes an F.

Transcripts

The charge for each official transcript is \$5. Cash or check must accompany each transcript request. Transcripts may be obtained in the Registrar's Office 24 hours after the request has been submitted.

Computation of Grade Point Average

At the end of each semester a scholarship index (GPA-Grade Point Average) is computed for each student.

A = 4.0 points for each credit
B+ = 3.5 points for each credit
B = 3.0 points for each credit
C+ = 2.5 points for each credit
C = 2.0 points for each credit
D+ = 1.5 points for each credit
D = 1.0 point for each credit
F = 0.0 points

WF = 0.0 points

Thus, a grade of "A" in a three (3) credit course would be assigned twelve (12) points.

The GPA is determined by dividing the total number of earned quality points by the number of attempted credits. Grades of "AU," "I," "NR," "P," and "W" are excluded from the calculations.

Grade Review Process

A final course grade may be reviewed the following term only on the basis of error or prejudice. This review process is as follows: (1) The student would meet with the instructor. (2) If unsuccessful, the student may then meet with the instructor's immediate supervisor (normally the College Dean) and submit a written statement with evidence supporting his/her request. (3) If this request is denied, the student must convince one member of the Academic Grade Review Committee of the merit of his/her request. (4) If one member of the Committee is convinced that there was error or prejudice involved, the Academic Grade Review Committee will convene within two (2) weeks of the final request by the student to determine the results. The name of the Committee members may be obtained from the Office of the Vice President for Academic Affairs.

For a disputed test or paper grade, the student must first meet with his/her instructor. Then the student may meet with the instructor's immediate supervisor (normally the College Dean) by submitting a written statement. This process must take place within seven (7) days from the date of the student's notification of the grade.

Student Records

The Family Educational Rights and Privacy Act of 1974 (commonly called the Buckley Amendment) is designed to protect the privacy of education records, to establish the rights of students to inspect and review their records, and to provide a means of correcting inaccurate and misleading data. Lynn University makes every effort to comply with this legislation. Certain information is considered public and is released at the University's discretion. Unless a student files written notification to withhold disclosure, the University will release announcements of graduation, honors, and awards, and will verify dates of attendance and conferring of degrees. Names, addresses, and other directory information will be released for use within the University community. Only transcripts of academic records and statement of academic status pertaining to Lynn University coursework are released to third parties, and then only with the written authorization of the student. Parents of a dependent student have the right of access to an education record.

A student or parent has the right to challenge any content of the student's education record which is considered to be inaccurate, misleading, or in violation of the student's privacy or other rights. Such challenge may be directed to the Office of the Registrar.

A student's permanent record consists of the transcript, application for admittance, and semester grade reports. These are maintained in the Office of the Registrar. All documentation used in the admission and placement processes, while considered non-permanent, is also maintained in the Office of the Registrar during the student's period of enrollment.

Withdrawal from the University

Students who withdraw from Lynn University are required to obtain proper clearance. Clearance Forms, available in the Dean of Students office in the de Hoernle Residence Hall, must be signed by the appropriate representative(s) of the following offices:

1. Academic Dean
2. Dean of Freshmen (for freshmen)
3. Director of Counseling
4. Dean of Students
5. Director of Residence Life

6. Office of Student Financial Services

7. Librarian

8. Registrar

A student who officially withdraws from the University prior to the deadline for withdrawal without academic penalty will receive a grade of "W" on his or her transcript for each of the courses enrolled. A student who officially withdraws from the University after the deadline will receive a grade of "WF" on his or her transcript for each of the courses enrolled. Extenuating circumstances (medical/family emergencies) will be reviewed by the Academic Dean. If those documented circumstances warrant, the grades will be changed to "W's" for that term. A student who has withdrawn from the University and wishes to return as an enrolled student must undergo the process for re-admission with the appropriate Office of Admissions.

APPEAL OF A DECISION RELATING TO THE APPLICATION OF DEGREE REQUIREMENTS FOR ADMISSION TO, PROGRESSION THROUGH, OR DISMISSAL FROM A DEGREE PROGRAM

The academic requirements and regulations set forth in this catalog are the minimal requirements established by the University. Students are also obligated to meet all additional requirements established for degree programs ("Degree Requirements"). These may include specific admission requirements, standards for satisfactory progress (progression requirements), and graduation requirements. It is the responsibility of students to be knowledgeable of the academic standards in their degree program.

Prior to initiation of the following review and appeal process, students are encouraged to discuss the decision or academic requirement with the degree Program Coordinator (Program Director). This may be by appointment or by telephone conversation.

Any student enrolled in Lynn University requesting relief from the Degree Requirements as it relates to that student, or claiming to be aggrieved by any decision

relating to his or her own admission to, progression through, or dismissal from a degree program, shall have the right to request review of such decision in accordance with the following procedures:

1. All appeals shall be in writing and shall be delivered to the appropriate Program Coordinator. The student shall deliver a written request for review of the decision with the Program Coordinator of the appropriate degree program within thirty (30) days after the date the decision became effective. The written request for review shall include: (i) a written justification as to why the student believes the decision is erroneous or he or she should be granted relief from a Degree Requirement, (ii) the relief requested by the student, (iii) and all other relevant information. Any student who fails to request review of the decision within thirty (30) days after the date the decision became effective, shall be deemed to have waived the right to request review of the decision.

1.1 Upon receipt of a written request for review and justification, the Program Coordinator shall place the request in the student's counseling records in the respective degree program and shall forward a copy to the Dean of the appropriate College.

1.2 In considering the student's request, the Program Coordinator shall consult with the Dean of the respective College, may consult with faculty members of the respective degree program and may consider any other evidence the Program Coordinator determines to be relevant. Also, at his or her sole discretion, the Program Coordinator may hold a meeting with the student, or with appropriate faculty members, or both, in person or by telephone conference, to obtain any other information or evidence the Program Coordinator determines to be necessary.

1.3 If the Program Coordinator determines that sufficient grounds exist such that relief would be appropriate, the Program Coordinator may grant the relief requested, or may grant any other relief the Program Coordinator finds to be appropriate under the circumstances. Sufficient grounds for relief include any extraordinary or extenuating circumstances, but shall not include a student's lack of knowledge of the academic program standards.

1.4 The Program Coordinator shall send a written decision on the request to the student, including the reasons supporting the decision, within five (5) days (excluding Saturdays, Sundays, and holidays) of the date the student filed the written request with the Program Coordinator.

2. Any student who is not satisfied with the decision of the Program Coordinator on his or her request for review may deliver a written appeal with the Dean of the appropriate College. Such appeal shall be delivered within five (5) days (excluding Saturdays, Sundays, and holidays) of receipt of the written decision of the Program Coordinator. The written appeal shall include a copy of the student's written request for review to the Program Coordinator and accompanying documentation, as well as a copy of the written decision of the Program Coordinator.

2.1 The Dean shall consider all of the information and evidence considered by the Program Coordinator. In addition, the Dean may consult independently with the Program Coordinator and other faculty members of the College and may consider any other evidence the Dean determines to be relevant to the appeal. Also, at his or her sole discretion, the Dean may hold a meeting with the student, with the Program Coordinator, with appropriate faculty members, or any or all of them, in person or by telephone conference, to obtain any other information or evidence the Dean determines to be necessary to the proper disposition of the appeal.

2.2 The Dean may uphold or modify, in whole or in part, the decision of the Program Coordinator.

2.3 The Dean shall send a written decision on the appeal to the student within five (5) days (excluding Saturdays, Sundays, and holidays) of the date the student filed the written appeal with the Dean.

3. Any student who is not satisfied with the decision of the Dean on his or her appeal may deliver a written appeal with the Academic Dean, Office of Academic Affairs. Such appeal shall be delivered within five (5) days of receipt of the written decision of the Dean. The written appeal shall include: (i) a copy of the student's request for review to the Program Coordinator and accompanying documentation, (ii) a copy of the written decision of the Program Coordinator, (iii) a copy of the written appeal to the Dean and accompanying documentation, and (iv) a copy of the written decision of the Dean.

3.1 The Academic Dean shall consider all of the information and evidence considered by the Program Coordinator and the Dean. In addition, the Academic Dean shall consult with the Vice President for Academic Affairs, and may consult independently with the Program Coordinator, the Dean of the College, and other faculty members of the College. The Academic Dean may consider any other evidence the Academic

Dean determines to be relevant to the appeal. Also, at his or her sole discretion, the Academic Dean may hold a meeting with the student, with the Program Coordinator, the Dean of the College, with appropriate faculty members, or any or all of them, in person or by telephone conference, to obtain any other information or evidence the Academic Dean determines to be necessary to the disposition of the appeal.

3.2 The Academic Dean may uphold or modify, in whole or in part, the decision of the Dean.

3.3 The Academic Dean shall send a written decision on the appeal to the student within five (5) days (excluding Saturdays, Sundays, and holidays) of the date the student filed the written appeal with the Academic Dean. The decision of the Academic Dean is final.

4. In cases where the Degree Program Coordinator and the Dean are the same person, step 2 is skipped and the appeal shall proceed from the Program Coordinator directly to the Academic Dean.

5. No aspect of the above proceedings may be audio or video recorded without the expressed, written permission of each person involved.

Note: Dismissal from a degree program does imply dismissal from the University. (See Dismissal Policy of the University).

Falsification of Academic Records

A student who has falsified academic records will be subject to dismissal from the University.

Academic Recognition

The administration and the faculty recognize superior academic achievement at Lynn University.

Day Division Academic Honors and Honor Society

The name of each eligible student who has completed at least fifteen (15) credits with no incompletes, withdrawals, or grades below "C" at the close of the semester, and who has achieved a grade point average of 3.25 or higher for the semester, is placed on the Academic Honors List for that semester. This list is publicized within the University and distributed to news agencies in the local and regional area. Honor students receive a certificate of recognition at the Honors Convocation. Students who have achieved Honor status for two (2) consecutive semesters and whose aggregate grade point average is at least 3.50 are eligible for membership in the University Honor Society.

President's Honor Society

Students who have achieved Honor Society distinction and whose aggregate grade point average is at least 3.75 are eligible for the President's Honor Society. Continuing membership in these honor organizations is dependent on a student's aggregate grade point average.

EVENING DIVISION HONORS will be awarded in the Spring of each year. The following criteria will be used:

1. Students shall have completed 18 credits in the previous calendar year with a minimum GPA of 3.25.
2. An eligible student may not have grades below "C."
3. Students who have achieved honor status twice and whose aggregate grade point average is at least 3.50 are eligible for Honor Society membership in the University Honor Society. Students who have achieved Honor Society distinction and whose aggregate grade point average is at least 3.75 are eligible for the President's Honor

Society. Continuing membership in these organizations is dependent on a student's aggregate grade point average.

EVENING DIVISION NATIONAL HONOR SOCIETY

Alpha Sigma Lambda

Students meeting the following criteria will be inducted into Alpha Sigma Lambda, a National Continuing Education Honor Society, prior to Commencement each year. To be considered, a student must:

1. Complete a minimum of 30 semester hours through courses taken at Lynn University.
2. Fifteen (15) of the thirty (30) semester hours must be outside the student's major field. At least fifteen (15) semester hours of a student's total hours should consist of credits in liberal arts.
3. Students must have been in attendance at Lynn University for a minimum of four terms.
4. Maintain a minimum GPA of 3.2.

Graduation

Student Right-to-Know graduation rates are available in the Registrar's Office

Requirements for Degrees

Overall Requirements for the Baccalaureate Degree

A candidate for a baccalaureate degree must:

1. Complete a minimum of 120 semester hours.
2. Attain a minimum cumulative grade average of C (2.0 AGPA) for all courses taken.
3. Earn at least a minimum of the last 30 credits at the University through course enrollment.
4. Satisfy all University undergraduate curriculum requirements for the baccalaureate degree including core curriculum requirements.
5. Complete a minimum of 45 credits that are upper division (300+ level).
6. Satisfy the requirements for a major which includes at least 30 credits. In consultation with the degree program coordinator or other designated advisor, the student shall enroll in courses for the major according to a suggested curriculum plan.
7. Complete graduation audit by the advisor/Dean/Registrar's Office one semester (or two terms) prior to graduation.

Overall Requirements for the Associate Degree

A candidate for an associate degree must:

- 1. Complete a minimum of 60 semester hours. 2. Attain a minimum cumulative grade average of C (2.0 AGPA) for all courses taken.
3. Earn at least a minimum of the last 30 credits at the University through course enrollment.
4. Satisfy all University undergraduate curriculum requirements for the associate degree including core curriculum requirements.
5. Satisfy the requirements for a major which includes at least 30 credits in the major. Each undergraduate student shall select a major at the appropriate time in his or her curriculum. In consultation with the degree program coordinator or other designated advisor, the student shall enroll in courses for the major according to a suggested curriculum plan.
6. Complete graduation audit by the advisor/Dean/Registrar's Office one semester (or two terms) prior to graduation.

Completion of Undergraduate Requirements

Students may choose to graduate under the Catalog in effect at the time of their first enrollment or any subsequent Catalog provided that the students graduate within 8 years from the date of the first enrollment. If students do not graduate within this 8-year period, they may be subject to fulfilling any new program requirements in effect.

Departmental/Program Requirements

The requirements and regulations set forth above are the minimal requirements established by the University. Students are also obligated to meet all additional requirements established by the appropriate degree program.

Residence and Degree Requirements

In addition to specific courses and scholastic average requirements, each Associate's and Bachelor's degree candidate must spend the last year (two (2) semesters or the equivalent) earning not less than thirty (30) credit hours in academic residence at the University, uninterrupted by any work at another institution, in order to be eligible for a degree from Lynn University.

Graduation Requirements

Students must satisfactorily complete all program requirements for graduation and have a graduation audit completed by the Advisor/Dean/Registrar's Office one semester prior to graduation. No student may be considered as a candidate for a degree who does not have a 2.0 AGPA.

Evening Division students may participate in Commencement held in May each year if they will complete all of their course work *by the end of the summer term*. Students may graduate from the program at the end of any term in which they have completed all requirements. Official transcripts will be issued at that time to indicate the student has earned a degree. Students are responsible for filing for graduation by appropriate dates. These dates are available from the Registrar's Office as well as the respective colleges.

Commencement Honors

At Commencement, baccalaureate degree students attaining the standards designated below will be graduated with honors:

Cum Laude 3.50 - 3.64

Magna Cum Laude 3.65 - 3.79

Summa Cum Laude 3.80 - 4.00

Commencement Honors are awarded on the basis of at least sixty (60) credit hours in academic residence at Lynn University. Students who have fewer than sixty (60) credit hours may apply for Commencement Honors by documenting that the overall GPA earned at previous institutions and at Lynn University meets designated standards, and the AGPA earned at previous institutions meets the minimum standards for Honors. If the student has fewer than sixty (60) credit hours at Lynn and does not apply for Commencement Honors, the student will not be considered eligible for Honors.

Commencement Awards

The Trustees' Medal: awarded at graduation to the student who has exhibited outstanding scholarship, leadership, loyalty, and service to the University.

The Count and Countess de Hoernle Humanitarian Award: given at graduation to the student who has exhibited outstanding loyalty to the University.

The President's Award: given in special cases to the student exhibiting extraordinary service and commitment to the University.

The Scholastic Award: given at graduation to the students who have attained the highest cumulative average in their respective academic divisions.

The James J. Oussani Award: given to the student who has been judged to be most innovative and motivated in completing a degree program.

The Medina McMenimen Bickel Fashion Marketing Award: given to the graduating senior who exhibits outstanding leadership and the potential for a successful career in Fashion Marketing.

The Robert M. Sandelman Excellence in Marketing Award is presented to the graduating senior who has exhibited the potential for a successful career in Marketing.

The Gordon & Mary Henke Excellence in Communications Award recognizes the student who has excelled in the communications program and has the potential for an outstanding career in the field of communications..

Center for Continuing Education Award is presented to the candidate who has maintained the highest grade point average in the CE program and demonstrated community service and dedication to life-long learning.

The Student Service Award is presented to the student who has exhibited outstanding service to fellow students, Lynn University and the community at large.

PART 3. ACADEMIC SUPPORT SERVICES

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Advisement Center:

The Academic Advising Center is located on the second floor of the library.

Professional staff offer students assistance in planning their academic programs, meeting their academic goals, and evaluating their individual programs. In addition, faculty members also serve as academic advisers in each of Lynn University's academic departments.

Tutorial assistance in accounting, English and math is available without charge within the limits of available staff time. Professional writing instructors work particularly with problems of unity, organization, syntax and style. Services are available through referral by an instructor, or counselor, or through self-referral. CLEP testing is also provided.

Students may stop by the Academic Advising Center to set up appointments to discuss program requirements and course selection.

Center for Career Development:

The Center for Career Development is centralized, serving all students and alumni of Lynn University. The Center is located on the first floor of Trinity Hall. Its overall purpose is: to provide students and alumni access to state-of-the-art technologies to ensure a competitive edge in job markets; to help students and alumni make the most of their educational experience by assisting them in developing, evaluating, initiating and implementing their career plans; to offer programs and services for students and alumni to gain greater understanding of their beliefs and values, skills and aptitudes, interest personality characteristics, and knowledge of the world of work; and to promote a greater awareness within the University community of the needs for, and nature of career development and life planning as a life-long, self-directed process.

The Director of the Center for Career Development assists students with their career selection and works with students in career and job placement. It is recommended that

students who are "undeclared" majors contact the Center for Career Development to begin examining career alternatives, thus enabling them to make appropriate course selections.

Center for Professional and Continuing Education:

The Center for Professional and Continuing Education (CPCE) is responsible for coordinating and scheduling programs for adults who seek higher education for training or degree completion. CPCE's purpose and goals are designed to nurture the adult learner, with special attention to their unique needs.

Accelerated programs are designed by the college that allow a student to earn a baccalaureate degree in less time than through traditional non-accelerated formats. Major goals for CPCE students are the development of their individual talents, understanding the value of their experience, and the ability to sustain self-directed life-long learning.

To address working adult commitments, CPCE maintains extended office hours (M-Th 8:00 AM until 7:00 PM and Friday 8:00 AM - 5:00 PM.) Classes are conducted on our campus in the evening and on weekends. Four accelerated ten-week terms and one five-week mini-mester are offered throughout the year. In addition, selected courses are available via online distance learning and classes are offered at selected off-campus sites. A number of non-credit certificate programs are offered to fulfill the needs of the community.

The Center's aim is to provide a full range of academic and support programs tailored to meet the diverse needs of adult learners, many of whom have demanding professional and personal time requirements. In keeping with Lynn University's philosophy of respect and care for the needs of the individual, students have advising and counseling available each term when making course selections.

The Center recognizes the value of prior learning through professional and/or volunteer experiences. The Bachelor of Professional Studies Degree is specifically designed for working adult learners and presents the opportunity to turn prior learning into equivalent college credits. The blending of prior learning with academic and career preparation transforms learners into well-prepared practitioners who have the necessary skills to meet today's workforce challenges.

Center for International Programs and Services

The Center for International Programs and Services assists, promotes, and coordinates international programs and services at Lynn University. It is located on the second floor of the deHoernle International Building. The purpose of the Center is to provide external programs and international resources for Lynn University undergraduates and faculty seeking educational/cultural exchange and to advise students about study abroad programs. In addition, the Center assists international students with immigration procedures, provides intensive English studies classes, and offers a supportive environment for non-native English-speakers.

The Center for International Programs and Services is comprised of several programs and services including International Student Services (ISS), the Exchange Visitor Program (J Program), Intensive English Studies (IES), the Lynn Bridge Program, the Asian Studies Program, and Study Abroad. Detailed information regarding all of the Center's programs and services can be obtained by contacting the office directly.

Computer Laboratories

Computer laboratories are available in the Ritter Business Complex, International Center, and the Assaf Academic Center. Hospitality-oriented software is available in Assaf. The Library also has a bibliographic research system designed for literature searches. Computer stations are available with the latest versions of Windows, Harvard Graphics, StatMost and MicroSoft Office Works. Internet is available on campus.

Counseling Center

The Counseling Center, located in deHoernle Hall, offers a variety of services, including: Individual and group counseling for academic, personal, and social

problems, such as substance abuse, eating disorders, relationships, self-esteem, and stress management. Interest, aptitude, and psychological testing are available by appointment. Referrals to community resources are available by request. All information is strictly confidential. Individual counseling is available to Lynn students without cost. Evening appointments may be scheduled.

Information Technology

The Information Technology (IT) Department aims to fulfill the University's mission "to create and constantly improve educational experiences in a living-learning environment with state-of-the-art information and communication technologies providing access to worldwide networks." IT coordinates faculty development sessions and thus facilitates the technological sophistication of the University community by ensuring that electronic education and information technology education are integrated into the teaching and learning experience at Lynn University. This team approach to technological excellence equips our students and faculty for the emerging application of technology in the classroom and affords an opportunity to eventually develop distance learning modalities parallel to traditional instruction.

IT provides resources for satisfying the computing needs of students and faculty. In so doing, our professionals assist in the use of hardware and software available to faculty, students, and staff, while improving administrative effectiveness and efficiency through the innovative use of sophisticated approaches to institutional management.

Institute for Distance Learning

The Institute for Distance Learning (IDL) at Lynn University delivers interactive learning courses for mature self-directed learners using Internet Technology. The Institute provides access to structured collaborative learning experiences for individuals who need academic or continuing education programs that complement their professional and personal schedules and ability to access course work. The design and structure of the programs validates prior skills and knowledge that mature learners bring to the educational experience

International Student Services

International Student Services (ISS) is an integral part of the Center for International Programs and Services. The purpose of ISS is to develop and deliver international student support services and programs outside the classroom and contribute to student leadership. ISS is also a source of comprehensive and up to date information relating to immigration and tax matters. Moreover, ISS promotes diversity-oriented activities that develop appreciation and respect for other cultures while providing experience to further develop national and global understanding.

Internship Program

The Internship Office supports the overall educational purpose of Lynn University to produce graduates who possess the knowledge, confidence, competencies, and ethical consciousness to assume positions of responsibility and leadership as productive, global citizens prepared for life-long learning. The way in which the Internship Office helps students achieve these goals is by enabling them to gain real-world work experience where they take on temporary roles as workers in an organization and reflect on these experiences in an academic setting.

Student reflections appear in written assignments. Written employers evaluations enable students to identify professional competencies and personal characteristics, and measure their development in these areas throughout the internship experience.

Depending on the academic concentration, internship assistance is available through department faculty or through the Internship Office. The Internship Office assists students studying the arts and sciences, business, fashion, hospitality, international relations, and political science. Students wishing to pursue an internship in the areas of communications, education, human services or funeral service should consult their department faculty for internship assistance.

Internship requirements vary by College or major within the University. In general, however, students who wish to register for an internship must:

- be a full-time undergraduate student at Lynn University;
- have successfully completed at least 12 credit hours at Lynn University;
- have a minimum AGPA of 2.0;
- receive the approval of their faculty advisor;

- meet with the Internship Director or other faculty member before the internship begins;
- if an international student, have been studying for at least nine months in the U.S. on an F-1 visa.

Substance Abuse Prevention Program

The University recognizes the problems that exist in today's society with regard to alcohol and substance abuse. As such, the University has a responsibility to its students, faculty and staff to offer an ongoing information program on these problems. Each semester, seminars dealing with substance abuse are offered for students and staff members alike, through the auspices of Student Services and the Office of Human Resources.

These seminars deal with the role of alcohol and other potentially abusive substances in contemporary American society, including a historical overview of psychoactive drug use and abuse, the classification of drugs currently in use, legal issues related to substance abuse, and resources available for the prevention and treatment of abuse problems.

In addition, alcohol and substance abuse literature, counseling and referral services are available through the Counseling Center. Lynn University is in compliance with the Drug-Free Workplace Act.

PART 4. DEGREE PROGRAMS

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DEFINITIONS OF MAJORS, MINORS, AND SPECIALIZATIONS

DEFINITION OF A MAJOR:

A major consists of a minimum of 30 credits within a well defined discipline or group of disciplines. The major allows students to develop a significant degree of expertise in an area of study. The exact courses, credit requirements, prerequisites and electives for each major will vary. An outline of these requirements is included in the departmental program areas in the University catalog. In some majors, the opportunity for a concentration in the discipline is accommodated via a Specialization. (see below)

DEFINITION OF A DUAL MAJOR:

In addition to satisfying all admission, progression, and graduation requirements of the program offering the first major in a baccalaureate degree program, students may enroll in a second major. In order to do so the student must:

1. Earn a minimum of 30 credit hours at Lynn University beyond those required for the first baccalaureate degree or a minimum of at least 150 credit hours and
2. Satisfy the admission, progression, and graduation requirements of the program or College offering the second major.

Students may be enrolled in both major programs simultaneously.

DEFINITION OF RELATED COURSES:

With the core requirements, these related courses support the major. Related courses are in a discipline or group of disciplines other than the field of study or may be a

specialized area within the discipline. The number of related courses varies with each major but should not outweigh the number of courses in the major.

DEFINITION OF A MINOR:

A minor consists of a minimum of 15 credit hours outside of the major. The minor enables a student to develop a secondary degree of expertise in an area of study in addition to his or her major academic program of study. While a minor program is intended to enable students to develop some degree of expertise in one area of study, it may be interdisciplinary. The completion of a minor is optional. The minor may be chosen to support the major, to offer greater job opportunities to the student on graduation, or to provide recognition of study in a second academic area.

To receive a minor, a student must also complete the requirements of a major of a baccalaureate degree concurrently from the university. Coursework should be at the upper divisional level (300+) and be specified by the appropriate College or department in which the minor courses will be acquired. The student's transcript shall indicate the minor.

DEFINITION OF A SPECIALIZATION:

Some majors may include an area of specialization. A specialization would consist of a sequence of no less than 15 credit hours of course work within the major. Where appropriate, the transcript shall indicate the major and the specialization. (ie. Major: Business Administration and specialization in Accounting or Major: Liberal Arts and specialization in History.)

The following degrees are offered by Lynn University upon completion of degree requirements.

Associate Degrees:

Associate of Arts (A.A.)

Associate of Science (A.S.)

Associate of Science Funeral Service (A.S.F.S.)

Associate in Occupational Studies (A.O.S.)

Bachelor Degrees:

Bachelor of Arts (B.A.)

Bachelor of Science (B.S.)

Bachelor of Music (B.M.)

Bachelor of Science in Applied Studies (B.S.A.S.)

Bachelor of Science in Business Administration (B.S.B.A.)

Bachelor of Science in Design (B.S.D.)

Bachelor of Science in Education B.S.E.)

Bachelor of Science in Hospitality Administration (B.S.H.A.)

Bachelor of Science in Nursing (B.S.N.)

Bachelor of Professional Studies (B.P.S.)

Graduate Degrees:

Master of Business Administration (M.B.A.)

Master of Education (M.Ed.)

Master of Science (M.S.)

Doctor of Philosophy (Ph.D.)

ACADEMIC ORGANIZATION:

Below are the academic units administered through the Office of Academic Affairs. These units (disciplines) are responsible for the associated course and program offerings.

COLLEGE OF ARTS & SOCIAL SCIENCES

Undergraduate

Bachelor of Arts (B.A.)

Behavioral Science with a specialization in: #

Criminal Justice

International Relations with specializations and/or minors in: #

Asian Affairs (specialization)

European Affairs (specialization)

International Communications (minor)

International Business (minor)

Latin American Affairs (specialization)

Liberal Arts with specializations in: #

Communication Arts

English Literature

History

Humanities

Psychology_ Bachelor of Professional Studies (B.P.S.)*

Behavioral Science

Bachelor of Science in Design (B.S.D.) #

Graphic Design

Visual Design with specialization or minor in

Illustration (specialization)

Computer Graphics (minor)

COLLEGE OF BUSINESS AND MANAGEMENT

Undergraduate

Bachelor of Science in Business Administration (B.S.B.A.)

Business Administration with specializations in:

Accounting

International Business

Management:

Burton D. Morgan School of Aeronautics # Aviation Management with Flight Operation

Aviation Management Non-Flight

Business Management

Computer Management Systems

Fashion Management #

Human Resource Management

Marketing

Bachelor of Professional Studies (B.P.S.)*

Business

Graduate**

Master of Business Administration (M.B.A.)

Business Administration with specializations in**

International Business

Health Care Administration

Hospitality Administration

Sports and Athletics Administration

Master of Science (M.S.)

Administration with a specialization in:

Criminal Justice Administration **

Donald and Helen Ross COLLEGE OF EDUCATION

Undergraduate

Associate of Occupational Studies (A.O.S.) #(Old Forge Center)
Human Services

Bachelor of Arts (B.A.) #

Human Services

Bachelor of Science in Education (B.S.E.)

Elementary Education

Grades 1-6 Plus Pre K/Primary (Age 3-Grade 3) #

Grades 1-6

Secondary Education #

English/Humanities

Social Sciences

Combined Degree: Undergraduate and Graduate

5-year Masters in Education (a combined B.S.E./M.Ed.) #

Graduate**

Master of Education (M.Ed.) **

Doctor of Philosophy (Ph.D.) **

The Advancement Program (TAP) is administered through the College of Education.

**COLLEGE OF HOSPITALITY, TOURISM AND RECREATION
ADMINISTRATION**

Undergraduate:

Bachelor of Science in Hospitality Administration (B.S.H.A.) #

Hospitality Administration

Hotel, Resort and Food Service Management

International Golf Management

International Hotel and Tourism Management

Sports and Recreation Management

Bachelor of Professional Studies (B.P.S.)*

Hospitality Administration

Graduate: **

See Master of Business Administration (M.B.A.) with specializations in Hospitality
Administration

Sports and Athletics Administration

COLLEGE OF INTERNATIONAL COMMUNICATIONS

Undergraduate

Bachelor of Arts (B.A.)

Communications with specializations in: #

Broadcasting

International Communications Journalism

COLLEGE OF SCIENCE AND HEALTH

Undergraduate:

Associate of Science in Funeral Service (A.S.F.S.) #
Associate of Science (A.S.)

Physical Therapist Assistant*

Bachelor of Science in Business Administration (B.S.B.A.) and Associate of Science
in Funeral Service (A.S.F.S.)

Combined Degree Program in collaboration with the College of Business and
Management #

Bachelor of Science (B.S.)

Biology #

Health Care Administration *

Health Care Administration/Long Term Care *

Bachelor of Professional Studies (B.P.S.)*

Health Care Administration

Degree Completion Programs

Bachelor of Science in Nursing (B.S.N.) Completion Program for Licensed Registered
Nurses (RN to BSN Christine E. Lynn School of Nursing)*

Bachelor of Science (B.S.) Biology: Completion Program for Physical Assistants with
an A.S. degree

Bachelor of Science in Business Administration (B.S.B.A): Completion Program for
Licensed Funeral Directors in collaboration with the College of Business and
Management

Graduate: **

Master of Science (M.S.)

Administration with specializations in

Biomechanical Trauma

Health Care Administration with and without Nursing Home Licensure

See Master of Business Administration (M.B.A.) with specialization in Health Care Administration**

Certificate:

Aging Studies (Graduate)**

Geriatric Care Management (Graduate)**

Health Care Administration/Long Term Care (Undergraduate* and Graduate**)

THE CONSERVATORY OF MUSIC AT LYNN UNIVERSITY

Undergraduate

Bachelor of Music (B.M.)

Professional Studies Diploma: 2-year post baccalaureate program

COLLEGE OF GRADUATE STUDIES

Graduate Program Coordination

Master of Business Administration (M.B.A.)

Business Administration with specializations in

Health Care Administration

Hospitality Administration

International Management

Sports and Athletics Administration

Master of Education (M.Ed.)

Varying Exceptionalities with or without E.S.O.L. endorsement

Master of Science (M.S.)

Administration with specializations in

Biomechanical Trauma

Criminal Justice Administration

Health Care Administration (with or without Nursing Home Administrator Licensure)

Doctoral Program (Ph.D.)

Educational Leadership: A Global Perspective with specializations in

Educational Leadership

Corporate Leadership

Day Division Only

* Evening Division Only

** Please refer to the Graduate Catalog for further information

CENTER FOR PROFESSIONAL AND CONTINUING EDUCATION

The Center for Professional and Continuing Education coordinates the Bachelor of Professional Studies (BPS) degree program in collaboration with four colleges offering this degree. BPS degrees are offered in the following majors:

Behavioral Science, Business, Health Care Administration and Hospitality Administration.

The Bachelor of Professional Studies degree provides adults who have a minimum of four years of work experience the opportunity to earn up to thirty (30) credits toward their degree from their professional experience. Determination of credits to be awarded is through the creation of a portfolio. Supervision of this process is coordinated through the BPS Coordinator in the Center for Professional and Continuing Education.

The Bachelor of Professional Studies curricula are structured to:

- Recognize and validate subject competencies
- Engage learners in community leadership roles in social, economic, and political affairs
- Foster global awareness by providing an international dimension to its curriculum.
- Provide a comprehensive curriculum that gives learners a sound background in writing skills, computation skills, computer literacy, and liberal arts
- Require participation in upper level course work that is specific to the chosen discipline
- Stimulate participation in life-long learning initiatives
- Encourage introspection of life transitions and identify where learning occurred
- Provide a vehicle for learners to strive for continued personal and professional growth.

PART 5. HONOR, STUDY ABROAD AND SPECIAL PROGRAMS

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Honors Programs:

The University Honors Program

The goal of the Honors Program is to create a dynamic academic environment that may serve to awaken intellectual curiosity, promote free and active inquiry, and stimulate creative discovery. The innovative curriculum encompasses the full breadth of the liberal arts and sciences while promoting both an in-depth exploration and a wide intellectual synthesis of the ideas and concepts that have created the dilemmas and choices of our past, present, and future.

This particular emphasis is seen as the groundwork for developing the intellectual skills necessary to confront the global transformation currently taking place. By design, the Honors Program provides a process through which selected student-scholars engage in and experience the entire learning cycle of concrete experience, reflective observation, abstract conceptualization, active experimentation which then can be applied to any particular area of interest.

The outcome of the process is the development of a broadened liberal arts and sciences perspective along with a greater appreciation and grasp of the complex variables, phenomena and issues that will continue to dominate the dynamics of global change. It is intended that all qualified students, regardless of major or area of concentration, have the opportunity to participate in the Honors Program and thereby gain these enormous advantages.

Eligibility for the Honors Program

Students interested in applying for the Honors Program must have a minimum AGPA of 3.25. The earliest enrollment in the Honors Program is the Fall semester of the student's sophomore year. The latest admission to the program is the Fall semester of the student's junior year.

Application Procedure

Students apply for admission to the program during the Spring semester, preceding the Fall semester of enrollment. The deadline for application is April 15th. Transfer students have an extended application period with a deadline of June 15th.

An application consists of the following:

1. A completed Application Form, available from the office of the Dean of Arts and Social Sciences.
2. Two letters from faculty, supporting the applicant's admission to the Honors Program.
3. A written statement of the applicant's particular interest Honors Program and self-assessment of creativity and imagination.
4. An interview with the Honors Committee.

Freshman Honors Experience

The Freshman Honors Experience provides highly motivated first-year students an opportunity to fulfill core requirements with courses in which they can experience the challenge and exhilaration of the regular Honors Program. These students will also be able to attend the Honors Program Enrichment Series and to interact with upper-division Honors Program students. During their first semester at Lynn University, participants in the Freshman Honors Experience enroll in:

ENG 101H Honors Freshman Composition
FRO 101H The Freshman Honors Experience

During the second semester of their freshman year, Freshman Honors Experience students enroll in:

ENG 102H Honors Freshman Composition II/Studies in Literature
SCI 230H Honors Environmental Studies

The Freshman Honors Experience prepares qualified studies for entrance into the University Honors Program at the beginning of the sophomore year.

Graduation for Honors Program Students

Graduates of the Lynn University Honors Program having earned a GPA 3.25 for the required 16 Honors Credits and in addition to having attained an AGPA of at least 3.25 shall receive the following degrees:

- In baccalaureate programs unqualified by field of study, Artium Baccalaureus Honoris or Scientiae Baccalaureus Honoris;
- In baccalaureate programs qualified by field of study, (degree name), Honoris Generalis. (e.g., Bachelor of Arts in Design, Honoris Generalis) whichever is appropriate.

Study Abroad Program

The purpose of the Study Abroad program is to augment the Lynn University curriculum through international educational experience. The Study Abroad Office is part of the Center for International Programs and Services. Studying abroad offers students the opportunity to extend their cultural, linguistic, and geographic horizons while earning Lynn University credit. Credit may be earned toward a Lynn degree through programs approved by the student's advisor, the Center for International Programs and Services, and the Office of Academic Affairs. Study Abroad opportunities are available in several locations, two of which are highlighted below:

American College Dublin, Ireland

American College Dublin, lends another dimension to the international perspective offered to Lynn's students. Located on prestigious Merrion Square in the heart of Dublin city, the school is headquartered in the childhood home of Oscar Wilde.

American College Dublin offers a Bachelor of Arts degree in several disciplines and concentrations. The College is designated by the National Council for Educational

Awards (NCEA), the state body responsible for third level education in Ireland. The following degrees are fully accredited by the NCEA:

Bachelor of Arts in Behavioral Science with concentrations in Psychology and Applied Social Studies

Bachelor of Arts in International Business with concentrations in International Management or International Marketing

Bachelor of Arts in International Tourism

Bachelor of Arts in Liberal Arts with concentrations in English, History and International Relations (Political Science)

National Certificate in Humanities

Graduate Diploma in Computing (Internet and Multimedia Technology).

In addition to the degrees listed above the College also offers a Diploma in Hospitality Management which is accredited by the Educational Institute of the American Hotel and Motel Association

Lynn Students who will be second semester freshmen, sophomores, juniors or seniors have the opportunity to participate in a Semester Study Abroad Program in Dublin, Ireland. All students will carry fifteen (15) credits. An option is provided to take all credits on campus or to select one or two three (3) credit courses that will utilize the travel experience and subsequent comparisons found in Ireland and other European locations.

Katoh Schools, Japan

Fuji Phoenix College

The University has a relationship with Katoh Schools and Fuji Phoenix College in Gotemba, Japan. There are summer opportunities for Lynn students to teach at the Katoh Schools for a six week period and earn credit for this experience. As part of the experience, students live with Japanese families during their stay. They share in the daily life of a Japanese household and come to understand more fully many aspects of Japanese culture and society, while learning the language by practical application.

Special programs

Exchange Visitor Program (J Program)

On November 24, 1999, Lynn University was designated the sponsor of an Exchange Visitor Program (J Program) in accordance with the administrative regulations issued under the Mutual Educational and Cultural Exchange Act of 1961, also known as the Fulbright - Hays Act. The University's sponsorship will be valid for five years.

As a sponsor, Lynn University's Center for International Programs and Services will be operating the Exchange Visitor Program for foreign students and short term scholars, which will promote international education and cultural exchange.

Reciprocity is an integral component of the exchange program. Lynn University students and faculty will have an exciting opportunity to study and or teach at participating universities overseas. Foreign students and faculty upon completion of the program, will return abroad to exercise the skills and knowledge acquired in the U.S.

The designation as sponsor for student and short term scholar exchange, will further Lynn University's progress towards internationalization and assist students attain their educational objective.

The Advancement Program

The Advancement Program in The Donald and Helen Ross College of Education is designed for students with specific learning problems who have the motivation and intellectual capacity for college level work - students whose skill and performance levels indicate that without support, their chances for success at the college level would be at risk.

Academic support services offered at Lynn University in Boca Raton, Florida, provide academic assistance to help students remain in college and graduate. These services are offered in a variety of forms. English and math tutorials, as well as computer assistance in word processing, are offered through the Academic Resource Center. The Academic Resource Center is available to all students on campus. A program director, teacher-tutors, and student lab monitors provide these services. Specialized tutoring in all content areas including science, psychology, education and business are offered through The Advancement Program.

Accommodations for students in The Advancement Program include reduced course load, textbooks on tape, taped lectures, use of word processors, one-to-one content area tutorials, untimed examinations, verbal exams, mentoring, and social/residential support. Services offered through The Advancement Program are supervised by the Advancement Program Executive Director and Dean.

Freshman Frontiers Program

Designed to offer a smooth transition to university life and teach learning strategies, the Freshman Frontiers Program admits students who score below an 850 on the SAT, or below an 18 on the ACT, and/or have a high school GPA below a 2.0. These students are probationally admitted to the University. Frontiers students are provided with specialized assistance and are required to take a special 2 semester hour section of the Freshman Seminar which concentrates on learning strategies.

Typically, Freshman Frontiers students are enrolled in fourteen (14) credit hours the first semester. This combination assures that each student understands the course and curriculum requirements, while increasing confidence and excitement about learning.

Lynn Educational Alternative Program (LEAP)

The Lynn Educational Alternative Program (LEAP) is offered at the Old Forge Center in Old Forge, New York and is approved by the New York Board of Regents. LEAP is an extension of TAP and designed for students with learning problems. The program is dedicated to non-traditional learners and learning disabled students. The goals of the LEAP program include:

- (1) To prepare young men and women for career opportunities in the hospitality or human services industry,
- (2) To successfully achieve career placement, and
- (3) To enable students to acquire the skills necessary to enter college.

The internship component of LEAP provides the student with paid training positions. At our on-site restaurant facility, hospitality interns gain valuable "hands-on" experience in the areas of food production and dining room service. Human Services placements are available in childcare and eldercare facilities, as well as in various local agencies and businesses.

In the classroom, students will learn how restaurants, agencies and other small businesses are organized, financed and operated. Management responsibilities, industry opportunities, and future trends are also examined.

The LEAP program is focused around three main components: Academics, Basic Vocational Training and Social Development.

Upon successful completion of the certificate program, students are issued a certificate and qualify for positions outlined in the LEAP Certificate Program brochure. For further information, and fee schedules, please call (800) 351-5327 or (315) 369-2740.

Summer Enrichment

A summer pre-college program at the Old Forge Center is available for high school juniors and those students anticipating a fall semester matriculation.

Intensive English Studies

Lynn University's Intensive English Studies program offers a wide variety of programs designed for students whose goal is to learn English for academic, business or personal reasons. Students from around the world have been coming to this program since 1986 to study English.

Program Features and Highlights

- Five levels of English Language proficiency
 - Highly qualified instructors and staff
 - Small classes and individualized attention
 - 25 hours of instruction per week
 - Student orientation and college advisement
 - TOEFL preparation - Multimedia language lab and videotaping facilities
 - Certificate of program completion - Conversational Partners Program with Americans
-
- University Preparatory Program/university credit courses for advanced students

Students receive 25 hours of instruction per week including listening and speaking, reading and vocabulary, grammar, composition, electives and TOEFL preparation classes. At the end of each term, students can take the TOEFL exam. Students also receive a written evaluation and a certificate of attendance.

TOEFL Preparation

The Intensive English Studies Program offers a TOEFL preparation course. This 40-hour course provides students with instruction in skills and strategies for taking the TOEFL test. Students do exercises directly from the TOEFL subsections while practicing and reviewing complete tests.

Special Summer Program

Two four-week short term programs are offered in the summer and are designed to offer a quality English language learning experience combined with afternoon social,

cultural and recreational activities. This program is designed for students who prefer an academic and recreational program. Field trips and afternoon activities include sightseeing throughout South Florida and visits to local beaches. TOEFL preparation classes are also available during the summer.

Lynn University Bridge Program

This program has been designed for students who have scored between 470 and 499 on the TOEFL examination and are interested in enrolling in a program that combines university courses, TOEFL preparation classes and academic support services. The program provides a student with the opportunity to enroll in a Freshman English course determined by a placement test; Freshman Seminar, a required course for all entering students; one university course approved by the Academic Advisor; TOEFL preparation and Academic Support meetings.

At the conclusion of the first term, the student is required to take the TOEFL examination. If a score of 500 or higher is earned, the student will be permitted to proceed into the full time undergraduate program.

Part 6. UNDERGRADUATE CURRICULUMS

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General education and study in the major: perspectives and academic skills

The University believes that a liberal arts education is an essential foundation for and complement to its many career-oriented programs. General education and study in the major contribute to achievement of the University's overall educational purpose: *to produce graduates who possess knowledge, confidence, competencies, and ethical consciousness to assume positions of responsibility and leadership as productive, global citizens prepared for life-long learning.*

General education knowledge and academic skills are developed within a diverse learning community of students and faculty to foster diversity of thought and the opportunity to integrate varied perspectives, experiences, and breadth of learning. The major provides in-depth learning within a discipline or group of disciplines and further develops perspectives and academic skills. General education and education in the major contribute to students' attainment of the following baccalaureate degree competencies:

Perspectives: *Acquisition of an outlook that shows reflective respect for individual differences, diversity of opinion and thought, multicultural and global awareness, and breadth and depth of learning.*

- Cultivate the development of values and ethical consciousness for responsible participation in a complex, changing society.
- Awareness of and appreciation for people, cultures, and contemporary issues to prepare for participation in global transformations.
- Breadth of learning in a variety of disciplines that informs judgements and encourages inquiry.
- Depth and application of learning in a discipline or group of disciplines (mastery of specialized knowledge) to effectively serve and lead in one's chosen profession.
- Preparation of graduates for positions of responsibility and leadership as productive global citizens who value life-long learning.

Academic Skills:

- Communication: Reading, writing, speaking, and interpersonal/relationship skills.
- Mathematical Computation: Computing, interpreting, and drawing conclusions from quantitative data.
- Computer Technology: Using computing hardware and software applications as tools in personal and professional environments.
- Information Literacy: Identifying, locating, evaluating and using relevant information.
- Intellectual Strategies: Problem-solving, critical and creative thinking, and inquiry.

Graduates of Associate Degree programs develop beginning perspectives, academic skills, and study in the major as competencies for the Associate Degree.

CORE CURRICULUM (Four-year Programs)

Cr.

English Composition I, II 6
Mathematics Electives 6
Public Forum 3
Science Electives (with Lab) 8
Introduction to Computer Applications 3
History or Behavioral Science Electives** 6
Humanities/Fine Arts Electives* 6

Total Credits 38

CORE CURRICULUM (Two-year Programs)

Cr.

English Composition I, II 6
Math Elective 3
Science Elective (with Lab) 4
Introduction to Computer Applications 3
History or Behavioral Science Elective** 3
Humanities/Fine Arts Elective* 3

Total Credits 22

* Humanities/Fine Arts electives are any courses with the following prefixes:
ADS, ENG, EXP, HUM, LAN

** Behavioral Science electives begin with the prefix: PSY, SOC, or CRJ

** History courses are interchangeable with International Relations courses.

The requirements and regulations set forth above are the minimal requirements established by the University. Students are also obligated to meet all specific requirements established by the appropriate degree program.

Day Division Freshman Requirements

For students who have matriculated as new freshmen, the following courses must be completed within the first 30 credit hours earned:

Freshman Seminar (1 or 2 cr)

and either

English Skills (3 cr) and English Composition I (3 cr) or

English Composition I (3 cr) and English Composition II (3 cr)

Beginning with the first semester of the freshman year, a student must enroll in one of the above English sequences, repeatedly and in consecutive semesters, until the aforesaid requirement is fulfilled.

COLLEGE OF ARTS AND SOCIAL SCIENCES

COLLEGE MISSION

The College of Arts and Social Sciences provides a meaningful interpretive context for all programs within the University in the best traditions of liberal education. Through the programmatic initiatives and curricula described below, the College seeks to support the University's international and multicultural perspectives, thereby preparing students for responsible living in the 21st century. In addition to supporting the general education curriculum in English, Communication Arts, History, Behavioral Science, Mathematics, Humanities, Fine Arts and Language, the following degree programs are offered:

Bachelor of Arts with a major in Liberal Arts (specializations in Communication Arts, English Literature, History and Humanities); Bachelor of Arts with a major in Psychology; Bachelor of Arts with a major in Behavioral Science (specialization in Criminal Justice); Bachelor of Arts with a major in International Relations with a specialization or minor in: Asian Affairs (specialization), European Affairs (specialization) and Latin American Affairs (specialization) International Communications (minor), International Business (minor); Bachelor of Science in Design with a major in Graphic Design. A Bachelor of Science in Design with a major

in Visual Design with a specialization in Illustration or a minor in Computer Graphics.
Bachelor of Professional Studies with a major in Behavioral Science

BACHELOR OF SCIENCE IN DESIGN (B.S.D.)

The College of Arts and Social Sciences offers courses leading to the Bachelor of Science degree in Design. There are two majors in the Design program: Graphic Design and Visual Design. They provide a broad-based study of various media and techniques within which students can explore and select across concentrations. The Bachelor of Science degree in Design provides flexibility between the interpretive and the technical.

Graphic Design

Graphic design is the study of two-dimensional (flat) design, with or without typeface, that is created for mass distribution such as newspapers, magazines, television, computers, etc.

Visual Design

Visual design is the study of three-dimensional design, environmental design, and art history. The Visual Design major offers a specialization in Illustration or a minor in Computer Graphics.

Students graduating with a BSD in Graphic Design or Visual Design will be able to:
demonstrate knowledge of various media and techniques producing commercial art

demonstrate knowledge of interpretive skills, rules, and principles of fine art
understand history and development of their specific genre of art.

B.S.D.
Major: Graphic Design
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38 - 39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MAT MATH ELECTIVE 3

MAT MATH ELECTIVE 3

COA 110 PUBLIC FORUM 3

SCI SCIENCE ELECTIVE (WITH LAB) 4

SCI SCIENCE ELECTIVE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

HISTORY/BEHAVIORAL SCIENCE ELECTIVE 3

IRPS 150 CONTEMPORARY POLITICAL SCIENCE **or**

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

HUM 101 ART APPRECIATION 3

HUM 301 CREATIVE THINKING 3

FRO 101 FRESHMAN SEMINAR **or** 1

TSR 101 TRANSFER SEMINAR (Transfer Students) *0

MAJOR REQUIREMENTS: GRAPHIC DESIGN (69 CREDITS)

ADS 105 DRAWING I 3

ADS 106 DRAWING II 3

ADS 120 DESIGN I 3

ADS 121 DESIGN II 3

ADS 225 PAGE LAYOUT DESIGN 3

ADS 230 PHOTOGRAPHY 3

ADS 246 GRAPHICS I 3

ADS 261 COLOR THEORY I 3

ADS 267 PORTFOLIO AND EXHIBITION I 3

ADS 270 PROFESSIONAL PRACTICES I 3

ADS 300+ ART HISTORY ELECTIVE 3

ADS 300+ ART HISTORY ELECTIVE 3

ADS 326 ELECTRONIC DESIGN (ILLUSTRATOR) 3

ADS 327 DIGITAL IMAGING (PHOTO SHOP) 3

ADS 347 GRAPHICS II 3

ADS 351 ADVERTISING PRODUCTION 3

ADS 365 ILLUSTRATION 3

ADS 372 TYPOGRAPHY 3

ADS 425 DIGITAL APPLICATIONS 3

ADS 470 ADVANCED GRAPHIC DESIGN 3

ADS 485 INTERNSHIP 3

ADS 490 PORTFOLIO AND EXHIBITION II 3

ADS 493 PROFESSIONAL PRACTICES II 3

FREE ELECTIVES (12-13 CREDITS)

FREE ELECTIVE *3-4

FREE ELECTIVE 3

FREE ELECTIVE (300+) 3

FREE ELECTIVE (300+) 3

TOTAL CREDITS: 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement.

45 Upper division credits (300+ level) are required to satisfy your major requirement.

B.S.D.
Major: Graphic Design
SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3

Math Elective 3 Math Elective 3

CMS 200 Intro. Computer Application 3 COA 110 Public Forum 3

ADS 105 Drawing I 3 ADS 106 Drawing II 3 ADS 120 Design I 3 ADS 121 Design II 3

FRO 101 Freshman Seminar **or** 1 15 TSR 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

HUM 101 Art Appreciation 3 Science Elec. (With Lab) 4

Science Elect. (With Lab) 4 IRPS 250 Geography and World Affairs 3

HIS/BEH Elective 3 ADS 347 Graphics II 3

ADS 246 Graphics I 3 ADS 267 Portfolio and Exhibition I 3

ADS 225 Page Layout and Design 3 ADS 270 Professional Practices I 3

16 16

THIRD YEAR

Fall Cr. Spring Cr.

ADS 326 Electronic Design (Illustrator) 3 ADS 327 Digital Imaging (Photoshop) 3

ADS 230 Photography 3 ADS 372 Typography 3

ADS 351 Advertising Prod. 3 ADS 261 Color Theory I 3

ADS 300+ Art History Elective 3 ADS 300+ Art History Elective 3

Elective 3 Elective 3

15 15

FOURTH YEAR

Fall Cr. Spring Cr.

ADS 470 Advanced Graphics 3 ADS 490 Portfolio and Exhibition II 3

ADS 485 Internship 3 ADS 493 Professional Practices II 3

ADS 425 Digital Applications 3 ADS 365 Illustration 3

HUM 301 Creative Thinking 3 Elective 300+ 3-4

Elective 300+ 3 12-13 15

Total Credits: 120

* Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 1 credit HUM 399 course, or taking a 4 credit elective instead of a 3 credit elective.

B.S.D.
Major: Visual Design
Specialization in Illustration or a
Minor in Computer Graphics
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MAT MATH ELECTIVE 3

MAT MATH ELECTIVE 3

COA 110 PUBLIC FORUM 3

SCIENCE ELECTIVE (WITH LAB) 4

SCIENCE ELECTIVE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

HISTORY/BEHAVIORAL SCIENCE ELECTIVE 3

HUM 101 ART APPRECIATION 3

HUM 301 CREATIVE THINKING 3

FRO 101 FRESHMAN SEMINAR **OR** 1

TSR 101 TRANSFER SEMINAR *0

MAJOR REQUIREMENTS: VISUAL DESIGN (39 CREDITS)

ADS 105 DRAWING I 3

ADS 106 DRAWING II 3

ADS 120 DESIGN I 3

ADS 121 DESIGN II 3

ADS 225 PAGE LAYOUT AND DESIGN 3

ADS 230 PHOTOGRAPHY I 3

ADS 246 GRAPHICS I 3

ADS 261 COLOR THEORY 3

ADS 267 PORTFOLIO AND EXHIBITION 3

ADS 270 PROFESSIONAL PRACTICES I 3

ART HISTORY ELECTIVE 300+ 3

ADS 490 PORTFOLIO AND EXHIBITION II 3

ADS 493 PROFESSIONAL PRACTICES II 3

**SELECT A SPECIALIZATION OR A MINOR
ILLUSTRATION SPECIALIZATION REQUIREMENTS (21 CREDITS)**

ADS 205 BASIC RENDERING 3

ADS 210 BASIC LIFE DRAWING 3

ADS 211 LIFE DRAWING FUNDAMENTALS 3

ADS 346 RENDERING FUNDAMENTALS 3

ADS 365 Product ILLUSTRATION 3

ADS 380 INTERPRETIVE FIGURE MATERIALS 3

ART HISTORY ELECTIVE 300+ 3

COMPUTER GRAPHICS MINOR REQUIREMENTS (21 CREDITS)

ADS 326 ELECTRONIC DESIGN (ILLUSTRATOR) 3

ADS 327 DIGITAL IMAGING (PHOTOSHOP) 3

ADS 425 DIGITAL APPLICATIONS (QUARK) 3

CMS 320 DESKTOP PUBLISHING 3

CMS 340 WEB SITE DESIGN 3

COA 325 WRITING FOR VISUAL ELECTRONIC MEDIA 3

COA 340 ADVERTISING WRITING AND DESIGN 3

APPROVED ELECTIVES (12 CREDITS)

ELECTIVE 300+ 3

ELECTIVE 300+ 3

ELECTIVE 300+ 3

ELECTIVE 300+ 3

FREE ELECTIVES (9-10 CREDITS)

ELECTIVE 300+ *3-4

ELECTIVE 300+ 3

ELECTIVE 3

TOTAL CREDITS: 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement.

45 Upper division credits (300+ level) are required to satisfy your major requirement.

B.S.D.
Major: Visual Design
Specialization: Illustration or
Minor: Graphic Design

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3

Math Elective 3 Math Elective 3

CMS 200 Intro. Computer Application 3 COA 110 Public Forum 3

ADS 105 Drawing I 3 ADS 106 Drawing II 3

ADS 120 Design I 3 ADS 121 Design II 3

FRO 101 Freshman Seminar **or** 1 15 TSR 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

HUM 101 Art Appreciation 3 Science Elec. (With Lab) 4

Science Elec. (With Lab) 4 HIS/Behav. Sci. Elec. 3

IRPS 250 Geography and World Affairs 3 ADS 267 Portfolio and Exhibition I 3

ADS 225 Page Layout and Design 3 ADS 270 Professional Practices I 3

ADS 246 Graphics I 3 Elective 3 16 16

THIRD YEAR

Fall Cr. Spring Cr.

HUM 301 Creative Thinking 3 ADS 261 Color Theory I 3

ADS 300+ Art History Elective 3 ADS 230 Photography 3

Specialization/Minor 3 Specialization/Minor 3

Specialization/Minor 3 Specialization/Minor 3

Specialization/Minor 3 Specialization/Minor 3

15 15

FOURTH YEAR

Fall Cr. Spring Cr.

Elective 300+ 3 ADS 490 Portfolio and Exhibition II 3

Specialization/Minor 3 ADS 493 Professional Practices II 3 Approved Elective 3
Approved Elective 3

Approved Elective 3 Elective 300+ *3-4

Approved Elective 3 12-13

15

Total Credits: 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 1 credit HUM 399 course, or taking a 4 credit elective instead of a 3 credit elective.

BACHELOR OF ARTS: BEHAVIORAL SCIENCES

Specialization: CRIMINAL JUSTICE

The College of Arts and Social Sciences offers the Bachelor of Arts degree in Behavioral Sciences with a specialization in Criminal Justice. This is an interdisciplinary degree that introduces students to the study of human behavior through course work in sociology, psychology and criminal justice. The Behavioral Science program is designed to expose students to (1) various aspects of human social experience and behavior, (2) the conditions and purpose of ethics and ethical decision making, and (3) problem solving skills required for practice in the Criminal Justice system.

Students will acquire depth and breadth of learning following guidelines and goals of the Behavioral Science major. The goals of the Behavioral Sciences program with the specialization in Criminal Justice are to provide a curriculum that:

- Focuses on interpretation of the norms and rules that govern social behavior.

- Develops a general understanding of human development and behavior.

- Introduces students to the process and procedures of the criminal justice system.

- Evaluates the ethical implications of various social issues as they relate to the criminal justice system.

- Enhances effective skills in written and oral communication, mathematical computation, information literacy, intellectual strategies, and use of computers.

B.A.
Major: Behavioral Science
Specialization: Criminal Justice
Degree Requirements

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MAT ELECTIVE 3

MAT 221 PROBABILITY AND STATISTICS 3

COA 110 PUBLIC FORUM 3

SCI SCIENCE ELECTIVE (WITH LAB) 4

SCI SCIENCE ELECTIVE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

PSY 150 INTRODUCTION TO PSYCHOLOGY 3

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

HUM HUMANITIES/FINE ARTS ELECTIVE 3

HUM HUMANITIES/FINE ARTS ELECTIVE 3

FRO 101 FRESHMAN SEMINAR **OR** 1

TSR 101 Transfer seminar *0

MAJOR REQUIREMENTS: BEHAVIORAL SCIENCE
(Sociology and Psychology) (33 CREDITS)

SOC 110 INTRODUCTION TO SOCIOLOGY 3

SOC 220 FAMILY AND SOCIETY 3

SOC 261 CURRENT PERSPECTIVES IN SUBSTANCE ABUSE 3

SOC 330 THE SOCIAL WELFARE SYSTEM 3

SOC 335 CONTEMPORARY SOCIAL PROBLEMS 3

SOC 491 SEMINAR IN SOCIOLOGY 3

PSY 225 HUMAN SEXUALITY 3

PSY 250 DEVELOPMENTAL PSYCHOLOGY 3

PSY 360 SOCIAL PSYCHOLOGY 3

PSY 370 ABNORMAL PSYCHOLOGY 3

PSY 499 RESEARCH IN PSYCHOLOGY/ CRIMINAL JUSTICE 3

RELATED REQUIREMENTS (27 CREDITS)

BUS 250 PRINCIPLES OF MANAGEMENT 3

BUS 340 ORGANIZATIONAL BEHAVIOR 3

ENG 300+ ELECTIVE 3

ENG 300+ ELECTIVE 3

HIS 225 united states GOVERNMENT 3

HIS **or** IRPS ELECTIVE 3

HS 100 INTRODUCTION TO HUMAN SERVICES 3

HUM 300 GREAT ISSUES 3

HUM 302 ETHICS 3

Specialization REQUIREMENTS: CRIMINAL JUSTICE (18 CREDITS)

CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE 3

CRJ 203 CRIMINAL LAW AND PROCEDURE 3 CRJ 301 CRIME AND
DELINQUENCY 3 CRJ 400 GENDER, CRIME AND CRIMINAL JUSTICE 3 CRJ
420 ETHICS IN CRIMINAL JUSTICE 3 CRJ 480 SENIOR SEMINAR IN
CRIMINAL JUSTICE 3

ELECTIVES (3-4 CREDITS)

FREE ELECTIVE 300+ *3-4

TOTAL CREDITS 120

Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 1 credit HUM 399 Course, or taking a 4 credit elective instead of a 3 credit elective.

B.A.
Major: Behavioral Science
Specialization: Criminal Justice

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 PSY 150 Introduction to Psychology 3 MAT Math Elective 3 COA 110 Public Forum 3 SOC 110 Introduction to Sociology 3 CRJ 101 Introduction to Criminal Justice 3 PSY 250 Developmental Psychology 3 IRPS 250 Geography and World Affairs 3 HUM Humanities/Fine Arts Elect. 3 FRO 101 Freshman Seminar **or** 1 15 TSR 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

CMS 200 Introduction to Computer Applications 3 HUM 300 Great Issues 3 SCI Elective 4 SCI Elective 4 HIS **or** IRPS Elective 3 CRJ 301 Crime and Delinquency 3 CRJ 203 Criminal Law and Procedure 3 MAT 221 Probability and Statistics 3 SOC 220 Family and Society 3 HS 100 Introduction to Human 16 Services 3 16

THIRD YEAR

Fall Cr. Spring Cr.

PSY 370 Abnormal Psychology 3 PSY 360 Social Psychology 3 HUM 302 Ethics 3 ENG 300 Elective 3 SOC 491 Seminar in Sociology 3 HIS 225 United States

Government 3 SOC 335 Contemporary Social
Problems 3 PSY 225 Human Sexuality 3 BUS 250 Principles of Management 3 BUS
340 Organizational Behavior 3 15 15

FOURTH YEAR

Fall Cr. Spring Cr.

ENG Elective 3 SOC 261 Current Perspectives in Substance Abuse 3 CRJ 420 Ethics
in Criminal Justice 3 HUM Humanities/Fine Arts Elective 3 SOC 330 Social Welfare
System 3 PSY 499 Research in Psychology 3 CRJ 480 Senior Seminar in Criminal
Justice 3 CRJ 400 Gender, Crime and Criminal Justice 3 ELE Free Elective *3-4 15-
16 12

Total Credits 120

Transfer Students need one additional elective credit to satisfy the 120 credit
requirement. This may be satisfied by transfer of an additional elective, enrolling in a
1 credit HUM 399 Course, or taking a 4 credit elective instead of a 3 credit elective.

Bachelor of Arts: Major: International Relations

The International Relations program educates students to become leaders in the
emerging global community. While firmly rooted in the liberal arts, the program

offers an interdisciplinary degree that combines the study of global political and economic relations with foreign language training, a geographic specialization, and study abroad. A major in International Relations provides a solid basis upon which to analyze how nations and civilizations developed and how new paradigms continually shape the future.

Students completing courses in this major will:

- demonstrate depth and breadth of knowledge of historical and contemporary global issues and their relationship to major social, political, and economic events
- demonstrate knowledge of the economic and political processes of major geographic regions
- demonstrate analytical, problem-solving, and decision-making, capability suitable to international leadership
- demonstrate basic competency in skills required of international affairs professionals including: diplomacy, policy-making, intercultural awareness, and oral and written communication in a second language

**B.A.
International Relations Major Requirements 2000-2001**

Core Curriculum Requirements (38-39 Credits)

ENG 101 Eng. Composition I 3 __ENG 102 Eng. Comp. II/ Literature 3 MATH Elective 3 MATH Elective 3 COA 110 Public Forum 3 SCIENCE Elective (w/ Lab) 4 SCIENCE Elective (w/ Lab) 4 CMS 200 Intro. To Computer Applic. 3 HIS 113 20th Century World History 3 HIS 112 Western Civilization II 3 HUMANITIES/ FINE ARTS Elective 3 HUMANITIES/ FINE ARTS Elective 3 FRO 101 Freshman Seminar (Freshmen) **or** 1 TSR 101 Transfer Seminar (Transfer students) *0

Major Requirements (39 Credits)

IRPS 150 Contemporary Political Science 3 IRPS 225 United States Government 3
IRPS 250 Geography & World Affairs 3 IRPS 320 Latin American History 3 IRPS
325 International Diplomacy 3 IRPS 330 The Politics of Development 3 IRPS 340
Government & Politics of Russia 3 IRPS 350 Comparative Political Systems 3 IRPS
370 Model Organization of American States 3 IRPS 470 United States Foreign Policy
3 IRPS 475 Contemporary International Relations 3 IRPS 495 Internships/Special
Project **or** IRPS 499 Washington Internship 6

Related Requirements (27 Credits)

__BUS 171 Macroeconomics 3 HUM 230 World Religions 3 INB 390 International
Business 3 INB 391 Comparative Economic Systems 3 COI 450 Intercultural
Communications 3 Foreign Language 12

SELECT ONE SPECIALIZATION OR ONE MINOR (15 credits)

****Specialization: Asian Affairs (15 Credits)**

IRPS 395 Government & Politics of Japan 3

IRPS Elective (300+ level) 3

IRPS Elective (300+ level) 3

IRPS Elective 3

IRPS Elective 3

****Specialization: European Affairs (15 Credits)**

IRPS 420 Origin and Development of the European Union 3

IRPS Elective (300+ level) 3

IRPS Elective (300+ level) 3

IRPS Elective 3

IRPS Elective 3

****Specialization: Latin American Affairs (15 Credits)**

IRPS Elective (300+ level) 3

IRPS Elective (300+ level) 3

IRPS Elective (300+ level) 3

IRPS Elective 3

IRPS Elective 3

\Minor Requirements: International Business (15 Credits)

BUS 170 Microeconomic 3

BUS 250 Principles of Management 3

MKT 392 International Marketing and Trade Relations 3

INB 491 Contemporary International Business 3

INB 492 International Business Law and Organization 3

Minor Requirements: Int'L. Communications (15 Credits)

COI 102 Introduction to International Mass Media 3

COI 320 International Mass Communication 3

COA 325 Writing for Visual Electronic Media 3

COA 350 Communications Law and Ethics 3

COI 430 International Film History 3

TOTAL CREDIT HOURS 120

* Transfer students need an additional elective credit to satisfy the 120 credit graduation requirement.

**Specialization Requirements: Students may choose to specialize in one of the following areas: Asian Affairs, European Affairs, or Latin American Affairs. The specialization shall consist of 15 credits, including a minimum of 9 upper division (300+ level) credits. All elective courses must be related to the geographic area of specialization and must be approved by the program coordinator. All or some portion of the specialization courses should be completed through study abroad.

B.A.
Major: International Relations
Specializations: Asian Affairs, European Affairs or
Latin American Affairs or
Minor: International Communications or
International Business

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3

HIS 112 Western Civilization 3 HIS 113 20th Century World History 3

COA 110 Public Forum 3 CMS 200 Intro to Computer Apps 3

HUM/FA Elective 3 HUM/FA Elective 3

IRPS 150 Cont. Political Science 3 BUS 171 Macroeconomics 3

FRO 101 Freshman Seminar **or** 1 15

TSR 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

MAT Math Elective 3 MAT Math Elective 3

SCI Science Elective (with lab) 4 SCI Science Elective (with lab) 4

IRPS 250 Geo. and World Affairs 3 HUM 230 World Religions 3

IRPS 225 United States Government 3 IRPS 320 Latin American History 3

COA 450 Intercultural Communication 3 IRPS 325 International Diplomacy 3

16 16

THIRD YEAR

Fall Cr. Spring Cr.

IRPS 350 Comparative Pol. Systems 3 IRPS 330 Politics of Development 3

IRPS 470 American Foreign Policy 3 IRPS 370 Model O.A.S. 3

INB 390 International Business 3 INB 391 Comp. Econ. Systems 3

LAN Foreign Language 3 LAN Foreign Language 3

IRPS 475 Cont. International Relations 3 12

15 FOURTH YEAR

Fall Cr. Spring Cr.

IRPS 495/499 Spec. Project/Internship 3 IRPS 340 Gov. and Pol. of Russia 3

IRPS 495/499 Spec. Project/Internship 3 Specialization or Minor Elective 3

Specialization or Minor Elective 3 Specialization or Minor Elective 3 Specialization
or Minor Elective 3 Specialization or Minor Elective 3

LAN Foreign Language 3 LAN Foreign Language 3

15 15

Total Credits: 120

* Transfer students need an additional elective credit to satisfy the 120 credit graduation requirement.

Bachelor of Arts: LIBERAL ARTS

The Liberal Arts major is designed to provide students with a broad background in a variety of disciplines; namely, literature, the arts, history, philosophy, contemporary social issues and concerns, historical, social, and political epochs. The major in Liberal Arts facilitates competency in critical thinking skills, analytical skills, communication skills of speaking, writing, and aesthetic appreciation. Further, the liberal arts major fosters an appreciation for lifelong learning and prepares students to use criteria and rules from the specializations to judge the quality and impact of information. The liberal arts major is appropriate for those students who intend to pursue a law degree, to pursue graduate studies, or to seek careers in broad-range areas including information-based agencies and human and cultural communication.

The Bachelor of Arts degree in Liberal Arts offers the following specializations:

- Communication Arts

- English Literature
- History
- Humanities

Communication Arts

The Communication Arts specialization is designed to offer the student a foundation in the art and science of human communication. The specialization explores the rules, impact, and implication of rhetorical, interpersonal, intercultural, cross-cultural, and group dynamics on individual behavior in the public sphere.

Students who graduate with a specialization in Communication Arts will be able to:

- identify and recognize the rules of human communication as they are practiced personally, interpersonally, or publicly.
- recognize, interpret, and evaluate the quality of the influence of communication rules, patterns, and dynamics on a social, cultural, or political event.
- apply rules of cross-cultural perceptions, perspectives, and attitudes to their own behavior in a variety of social and business contexts.
- read and write critically.

English Specialization

The English Specialization is designed to prepare students with a foundation in English literature, with an emphasis on the major literary figures and an appreciation of global perspectives.

Students who graduate with a specialization in English will be:

- competent in expository writing,
- able to recognize major thematic development in literary works,
- able to demonstrate analysis, interpretation, and judgment of works of literature,
- able to recognize major literacy genres
- able to read and write critically
- able to recognize modern traditional works and
- able to appreciate global perspectives

History Specialization

The program in history offers a solid foundation in American history and political processes. It is interdisciplinary in nature, encompassing demographics, culture, and politics and a global discipline combined with international relations to offer courses beyond the core.

Students completing courses in this specialization will:

- demonstrate an understanding of themselves and their world.
- demonstrate the development of political thought and legislative governance.
- produce information on major political trends in western civilization.
- recognize, differentiate, and analyze a range of the functions of historical documents.
- recognize trends, patterns, and stylistic differences in political governance and legislative procedures in nonwestern societies.

Humanities Specialization

The humanities specialization provides a strong foundation in American culture, global perspectives, and contemporary social and ethical issues.

Students who graduate with a specialization in humanities will be:

- able to identify patterns of cultural, intellectual and aesthetic development in American and other world cultures.
- able to read and write critically, appreciate the value of cultural groups and historical periods.
- able to evaluate/interpret the needs, functions, and role of individuals in social interactions.

B.A.

Major: Liberal Arts

**Specializations: Communication Arts, English,
History, Humanities**

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MATH ELECTIVE 3

MAT 221 probability and STATISTICS 3

COA 110 PUBLIC FORUM 3

SCIENCE (WITH LAB) 4

SCIENCE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

HIS 111 WESTERN CIVILIZATION I 3

IRPS 150 CONTEMPORARY POLITICAL SCIENCE **or**

IRPS 250 GEOGRAPHY & WORLD AFFAIRS 3

HUMANITIES 100, 101, **OR** 102 3

HUMANITIES/FINE ARTS ELECTIVE 3

FRO 101 FRESHMAN SEMINAR **or** 1

TSR 101 TRANSFER SEMINAR (Transfer Students) *0

MAJOR REQUIREMENTS: LIBERAL ARTS (48 CREDITS)

ENG 320 WORLD DRAMA 3

ENG 345 MULTICULTURAL LITERATURE 3

ENG 470 WRITING THE MAJOR THESIS 3

HIS 221 AMERICAN HISTORY I 3

HIS 320 LATIN AMERICAN HISTORY 3

IRPS 350 COMPARATIVE POLITICS 3

PSY 150 INTRODUCTION TO PSYCHOLOGY 3

SOC 110 INTRODUCTION TO SOCIOLOGY 3

SOC 220 FAMILY AND SOCIETY 3

SOC 330 THE SOCIAL WELFARE SYSTEM or

SOC 335 CONTEMPORARY SOCIAL PROBLEMS 3

HUM 221 INTRODUCTION TO PHILOSOPHY 3

HUM 300 GREAT ISSUES 3

HUM 301 CREATIVE THINKING 3

LAN Elective 3

LAN Elective 3

HUM 399 COMMUNITY AWARENESS 3

**SPECIALIZATION REQUIREMENTS FOR THE COMMUNICATION ARTS
(21 CREDITS)**

COA 101 FUNDAMENTALS OF COMMUNICATION 3

COA 310 ORAL INTERPRETATION 3

COA 350 COMMUNICATION LAW and ethics 3

COA 360 COMMUNICATION THEORIES 3

COI 450 INTERCULTURAL COMMUNICATIONS 3

COA 300+ ELECTIVE 3

SOC 311 interpersonal processes 3

**SPECIALIZATION REQUIREMENTS: ENGLISH LITERATURE (21
CREDITS)**

ENG 310 CREATIVE WRITING 3

ENG 325 SHAKESPEARE 3

ENG 330 AMERICAN LITERATURE I **or**

ENG 331 AMERICAN LITERATURE II 3

ENG 340 BRITISH LITERATURE I **or**

ENG 341 BRITISH LITERATURE II 3

NARRATIVE ENG 343 ANGLO/IRISH WRITERS **or**

ENG 355 TOPICS IN LITERATURE 3

ENG 350 STUDIES IN POETRY **or**

EXP 320 EXPRESSIVE STUDIES: POETRY AND NARRATIVE 3 ENG 372
ADVANCED EXPOSITION 3

SPECIALIZATION REQUIREMENTS: HISTORY(21 CREDITS)

HIS 222 AMERICAN HISTORY II 3

HIS 230 SOCIAL AND POLITICAL HISTORY U.S. 3

HIS 240 AMERICAN GOVERNMENT 1945 3

HIS 360 THE AMERICAN EXPERIENCE THROUGH FILM 3

IRPS 471 THE AMERICAN PRESIDENT 3

HIS 481 SEMINAR IN HISTORICAL STUDIES: THE HOLOCAUST 3

HIS 482 HISTORY SEMINAR 3

SPECIALIZATION REQUIREMENTS: HUMANITIES (21 CREDITS)

HUM 201 LOGIC 3

HUM 230 WORLD RELIGIONS 3

HUM 300 GREAT ISSUES **or**

HUM 410 GREAT BOOKS 3

HUM 302 ETHICS 3

HUM 350 AMERICAN PHILOSOPHY 3

HUM 399 COMMUNITY AWARENESS (PART 2) 3

HUM 490 LIBERAL ARTS SEMINAR 3

ELECTIVES (12-13 CREDITS)

FREE ELECTIVES 300+ *3-4

FREE ELECTIVES 300+ 3

FREE ELECTIVES 3

FREE ELECTIVES 3

TOTAL CREDITS 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement.

45 Upper division credits (300+ level) are required to satisfy your major requirement.

Liberal Arts Majors may select any minor approved by the Dean.

B.A.
Major: Liberal Arts
Specializations: Communication Arts, English,
History, Humanities

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 Eng. Composition I 3 ENG 102 Eng. Composition II 3

HIS 111 Western Civilization I 3 IRPS 150 Cont. Pol. Science **or**

IRPS 250 Geography & World Affairs 3 PSY 150 Intro. to Psychology 3 Hum/Arts
Elective 3 COA 110 Public Forum 3 Math Elective 3

HUM 100 Intro to Humanities **or** HUM 102 Music Appreciation 3 CMS 200 Intro to
Computer Apps. 3 FRO 101 Freshman Seminar **or** 1 15

TSR 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

MAT 221 Prob. & Statistics 3 SOC 220 Family and Society 3

HIS 221 American History I 3 HUM 221 Intro. to Philosophy 3

Language Elective 3 Language Elective 3

Science Elec. (with lab) 4 Science Elec. (with lab) 4

SOC 110 Intro. to Sociology 3 Free Elective 3

16 16

THIRD YEAR

Fall Cr. Spring Cr.

ENG 360 World Lit. **or** ENG 345 Multicultural Lit. 3

ENG 320 World Drama 3 HUM 300 Great Issues 3

SOC 330 Social Welfare Syst. **or** HIS 320 Latin American History 3

SOC 335 Contemp. Social Prob. 3 Free Elective 3

HUM 301 Creative Thinking 3 Specialization Course 3

Specialization Course 3 15

Specialization Course 3

15

FOURTH YEAR

Fall Cr. Spring Cr.

Specialization Course 3 ENG 470 Writing the Major Thesis 3 Specialization Course 3
Free Elective 300+ *3-4

Specialization Course 3 Specialization Course 3

Free Elective 300+ 3 IRPS 350 Comparative Politics 3

HUM 399 Community Awareness 3 12-13

15

TOTAL CREDITS 120

*Transfer Students need one additional elective to satisfy the 120 credit graduation requirement.

BACHELOR OF ARTS: PSYCHOLOGY MAJOR

The College of Arts and Social Sciences offers the Bachelor of Arts degree in Psychology. This program is designed to expose students to the biopsychological, developmental, cognitive, and sociocultural domains of psychology, as well as, research methodology. The student will also understand the relevance of psychology in contemporary society. This major will prepare a student for employment in human services or for graduate school in counseling or psychology.

Students will acquire depth and breadth of learning following guidelines and goals of the Psychology major. At the completion of this program students will be able to:

- Demonstrate techniques and methods of research used in experimental psychology.
- Display a basic understanding of the biological bases of behavior.
- Show a basic understanding of sensation, perception and knowledge of motivation and emotion.
- Produce information on the principles of learning, thinking and language, and states of consciousness.
- Demonstrate a basic understanding of individual differences and personality theory.
- Demonstrate knowledge of various psychological disorders and the treatment of those disorders.
- Show a basic understanding of the social and cultural dimensions of behavior

**B.A.
Major: Psychology
Degree Requirements**

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
 MATH ELECTIVE 3 MAT 221 PROBABILITY & STATISTICS 3 COA 110
 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCI 280 HUMAN
 BIOLOGY **or** SCI 261 ANATOMY AND PHYSIOLOGY II 4 CMS 200
 INTRODUCTION TO COMPUTER APPLICATIONS 3 IRPS 150
 CONTEMPORARY POLITICAL SCIENCE **or**
 IRPS 250 GEOGRAPHY & WORLD AFFAIRS 3 SOC 110 INTRODUCTION TO
 SOCIOLOGY 3 HUMANITIES/ FINE ARTS ELECTIVE 3 HUM HUMANITIES/
 FINE ARTS ELECTIVE 3 FRO 101 FRESHMAN SEMINAR **or** 1
 TSR 101 Transfer Seminar *0

MAJOR REQUIREMENTS: PSYCHOLOGY COURSES (48 CREDITS)

PSY 150 INTRODUCTION TO PSYCHOLOGY 3 PSY 225 HUMAN SEXUALITY
3 PSY 250 DEVELOPMENTAL PSYCHOLOGY 3 PSY 260 PERSONALITY
THEORY 3 PSY 270 HUMAN MOTIVATION 3 PSY 320 PHYSIOLOGICAL
PSYCHOLOGY 3 PSY 349 INTRODUCTION TO APPLIED COUNSELING 3 PSY
350 FACILITATOR TRAINING 3 PSY 355 PRINCIPLES OF LEARNING 3 PSY
360 SOCIAL PSYCHOLOGY 3 PSY 370 ABNORMAL PSYCHOLOGY 3 PSY 400
PROCESS: PERSONAL GROWTH PSYCHOLOGY 3 PSY 406
PSYCHOLOGICAL TESTS & MEASUREMENTS 3 PSY 410 EXPERIMENTAL
PSYCHOLOGY 3 PSY 490 SEMINAR IN PSYCHOLOGY 3 PSY 499 RESEARCH
IN PSYCH. 3

RELATED REQUIREMENTS (21 CREDITS)

EXP 300 EXPRESSIVE ARTS THERAPIES 3 HS 100 INTRODUCTION TO
HUMAN SERVICES 3 HUM 201 LOGIC OR HUM 301 CREATIVE THINKING 3
HUM 302 ETHICS 3 SOC 220 FAMILY & SOCIETY 3 SOC 261 CURRENT
PERSPECTIVES IN SUBSTANCE ABUSE 3

SOC 335 CONTEMPORARY SOCIAL PROBLEMS 3

FREE ELECTIVES (12-13 CREDITS)

FREE ELECTIVE (300+) 3 FREE ELECTIVE (300+) 3 FREE ELECTIVE *3-4
FREE ELECTIVE or INTERNSHIP 3 **TOTAL CREDITS 120**

* Transfer Students need HUM 399 to satisfy the 120 credit graduation requirement.

B.A.
Major: Psychology

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 PSY 150 Introduction to Psychology 3 MAT Math Elective 3 COA 110 Public Forum 3 SOC 110 Introduction to Sociology 3 HUM Humanities/Fine Arts Elect 3 IRPS 150 Contemp Pol Sci or IRPS 250 Geography and World Affairs 3 CMS 200 Introduction to Computer Applications 3 PSY 250 Developmental Psychology 3 FRO 101 Freshman Seminar or 1 15 TRS 101 Transfer Seminar *0

15-16

SECOND YEAR

Fall Cr. Spring Cr.

HUM 210 Logic or Hum 301 Creative Thinking 3 SCI 280 Human Biology or SCI 261 Anatomy & Physiology II 4 Science Elective 4 PSY 270 Human Motivation 3 Free Elective 3 PSY 225 Human Sexuality 3 PSY 355 Principles of Learning 3 HS 100 Introduction to Human PSY 260 Personality Theory 3 Services 3 16 13

THIRD YEAR

Fall Cr. Spring Cr.

PSY 370 Abnormal Psychology 3 Humanities/ Fine Arts 3 HUM 302 Ethics 3 PSY 349 Intro to Applied Counseling 3 Free Elective 300+ 3 PSY 406 Psychological Tests and Measurements 3 MAT 221 Probability and Statistics 3 PSY 320 Physiological Psychology 3 PSY 360 Social Psychology 3 SOC 220 Family and Society 3 15 15

FOURTH YEAR

Fall Cr. Spring Cr.

PSY 400 Process: Personal Growth 3 PSY 499 Research in Psychology 3 PSY 410
Experimental Psychology 3 PSY 490 Seminar in Psychology 3 SOC 261 Current
Perspectives in Substance Abuse 3 PSY 350 Facilitator Training 3 EXP 300
Expressive Arts Therapies 3 SOC 335 Contemporary Social Problems 3 Free Elective
300+ 3-4 Free Elective or Internship 3 15-16 15

TOTAL CREDITS 120

*Transfer Students need HUM 399 to satisfy the 120 credit graduation requirement.

B.A.

Major: Psychology

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug ENG 101 3 PSY 150 3 IRPS 150 OR 250 3
SCI 280 4 CMS 200 3 ENG 102 3 HUM/FINE ARTS SOC 110 3
ELECTIVE 3 HUM 399 1 COA 110 3

Totals 6 7 9 7 29 credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug SCI ELECTIVE 4 SOC 220 3 HS 300 3
HUM/FINE ARTS ELECTIVE 3 MAT ELECTIVE 3 HUM 210 OR 301 3 PSY 250
3 PSY 370 3 _ PSY 225 3 _ PSY 270 3 Totals 7 9 6 9 31 Credits**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug HUM 302 3 MAT 221 3 PSY 360 3 PSY
350 3 SOC 261 3 PSY 355 PSY 260 3 EXP 300 3 FREE ELECTIVE 3 6 _ PSY
410 3 Totals 9 9 6 9 30 Credits**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug PSY 400 3 PSY 320 3 PSY 499 3 SOC 335
3 PSY 490 3 PSY 406 3 FREE ELECTIVE 3 FREE ELECTIVE OR INTERNSHIP 3
_ FREE ELEC 300+ 3 PSY 349 3 _ Totals 6 9 9 6 30 credits**

Total Credits 120

BACHELOR OF PROFESSIONAL STUDIES: BEHAVIORAL SCIENCES

The College of Arts and Social Sciences offers the Bachelor of Professional Studies degree in Behavioral Sciences. This is an interdisciplinary degree that introduces students to the study of human behavior through a progression of general sociology and psychology courses. The Behavioral Science program is designed to expose students to various aspects of human social experience and behavior and the conditions and purpose of ethics and ethical decision making.

Students will acquire depth and breadth of learning following guidelines and goals of the Behavioral Science major. The goals of the Behavioral Sciences program are to provide a curriculum that:

- Focuses on interpretation of the norms and rules that govern social behavior.
- Develops a general understanding of human development, learning, and behavior.
- Introduces students to the social welfare system.
- Emphasizes the evaluation of the ethical implications of various social issues.
- Enhances effective skills in written and oral communication, mathematical computation, information literacy, intellectual strategies, and use of computers.

B.P.S.

Major: Behavioral Science DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT MATH ELECTIVE 3 MAT MATH ELECTIVE 4 COA 110 PUBLIC FORUM
3 SCI SCIENCE ELECTIVE (WITH LAB) 4 SCI SCIENCE ELECTIVE (WITH
LAB) 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 HIS
HISTORY/BEHAVIORAL SCIENCE 3 IRPS 250 GEOGRAPHY AND WORLD
AFFAIRS **or** IRPS 150 CONTEMPORARY POLITICAL SCIENCE 3 ENG 260 **or**
ENG 345 **or** LANGUAGE 3 ENG 260 **or** ENG 345 **or** LANGUAGE 3

PORTFOLIO REQUIREMENTS (31 CREDITS)

PORTFOLIO SEMINAR 1 PORTFOLIO 30

MAJOR REQUIREMENTS: BEHAVIORAL SCIENCE (30CREDITS)

SOC 110 INTRODUCTION TO SOCIOLOGY 3 SOC 220 FAMILY AND SOCIETY 3 SOC 330 SOCIAL WELFARE SYSTEM 3 SOC 335 CONTEMPORARY SOCIAL PROBLEMS 3 SOC 491 SEMINAR IN SOCIOLOGY 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3 PSY 250 DEVELOPMENTAL PSYCHOLOGY 3 PSY 260 PERSONALITY THEORY 3 PSY 355 PRINCIPLES OF LEARNING 3 PSY 370 ABNORMAL PSYCHOLOGY 3

FREE ELECTIVES (21CREDITS)

ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 300+ 3
ELECTIVE 300+ 3 ELECTIVE 300+ 3 **TOTAL CREDITS 120**

* 45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core Requirements, Electives, Behavioral Science Courses and Portfolio credits.

B.P.S.
Major: BEHAVIORAL SCIENCE

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug PSY 150 3 MAT ELECTIVE 3 ELECTIVE
300+ 3 ELECTIVE 3 ENG 101 3 ENG 102 3 PSY 260 3 SOC 110 3 Portfolio
Seminar 1 _ COA 110 3 ELECTIVE 300+ 3 Totals 7 6 9 9

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug SCI ELECTIVE 4 SOC 220 3 HUM/FINE
ARTS SOC 335 3 ELECTIVE 3 CMS 200 3 SCI ELECTIVE 4 ELECTIVE 3
HUM/FINE ARTS ELECTIVE 300+ 3 _ _ HIS ELECTIVE 3 _ Totals 7 7 9 6

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug PSY 370 3 MAT ELECTIVE 3 IRPS
ELECTIVE 3 ELECTIVE 3 SOC 491 3 SOC 330 3 PSY 250 3 PSY 355 3
ELECTIVE 300+ 3 _ ELECTIVE 3 _ Totals 9 6 9 6

Total Credits: 120

* 45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core Requirements, Electives, Behavioral Science Courses and Portfolio credits.

COLLEGE OF BUSINESS AND MANAGEMENT

VISION STATEMENT

The College of Business and Management (CBM) seeks to support Lynn University's overall mission by preparing students for success in 21st century business and society.

MISSION

The College of Business and Management (CBM) and its associated *Burton D. Morgan School of Aeronautics*, is charged with providing students up-to-date practical and theoretical knowledge in the following subject areas: economics, marketing, finance, accounting, business law, and qualitative and quantitative management. All full-time and adjunct business faculty are student-centered teachers and offer Lynn students real-life, global business perspectives. Students may earn a Bachelor's of Science in Business Administration Degree (BSBA) with a major in business administration. Specializations within the business administration major are: Accounting, International Business, Management (Aviation Management with or without a flight training option, Business Management/General Fashion Management, Computer Management Systems/CMS and Human Resource Management*) and Marketing. To reflect the needs of the adult student, the CBM participates in offering the Bachelor of Professional Studies (BPS) with a major in Business. In collaboration with the College of Graduate Studies, the MBA program is offered with specializations in International Business, Health Care Administration, Hospitality and Sports Administration. The CBM supports the general education of the students by offering the core CMS 200 course and offers a series of CMS applications courses such as spreadsheets, web page design, and database management to students within all disciplines.

**Presently offered in the Evening Division Only*

Please see the Graduate Catalog for a further description of the MBA program.

MAJORS, DEGREE REQUIREMENTS AND SUGGESTED CURRICULUM PLANS

The degree requirements and suggested curriculum plans are provided for each major degree program offered in the College of Business and Management. All candidates

should use these academic plans as guidelines as well as work closely with their individual program advisors in completion of their degree requirements.

Bachelor of Science in Business Administration **BSBA MAJOR: BUSINESS ADMINISTRATION**

In keeping with the Mission of the College of Business and Management and of the University, the overall purpose of the business administration major is preparation for 21st century business and society.

Each Business Administration major completes all degree requirements including core curriculum requirements, requirements for the business administration major, and an area of specialization selected in: accounting, management, international business, or marketing. Related requirements generally support the major and/or the specialization. Business administration major requirements aim to provide breadth of knowledge in the discipline of business and its context as well as learning activities that promote the integration of business knowledge. The specializations provide in-depth study in an area of business. Variations in degree requirements for these specializations vary slightly with regard to the core and business administration major requirements.

BSBA MAJOR: BUSINESS ADMINISTRATION: **Area of Specialization: ACCOUNTING**

This specialization is offered in the day and evening divisions.

The College of Business and Management offers an accounting program that provides students with general business knowledge as well as an in-depth accounting foundation. Graduates of this program would possess the confidence and skills necessary to be a contributing member of an accounting firm or other business organization. Students who wish to pursue graduate education would likewise be prepared for that endeavor.

B.S.B.A.
Major: Business Administration
Specialization: Accounting
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Freshmen) **or** 1 TSR 101 TRANSFER SEMINAR
(Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

RELATED REQUIREMENTS/BUSINESS ELECTIVES (6 CREDITS)

CMS 350 SPREADSHEETS 3 BUS 352 MONEY AND BANKING
(OR APPROVED 300+ BUS ELEC) 3

SPECIALIZATION REQUIREMENTS: ACCOUNTING (26-27 CREDITS)

ACC 311 INTERMEDIATE ACCOUNTING I 4 ACC 312 INTERMEDIATE
ACCOUNTING II 4 ACC 321 FEDERAL TAXATION I 3 ACC 331 COST
ACCOUNTING 3 ACC 461 ADVANCED ACCOUNTING 3 ACC 471
ACCOUNTING SYSTEMS 3 ACC 480 AUDITING 3

ELECTIVES *3-4 **TOTAL CREDITS 120**

*Transfer and evening division students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in an additional HUM 399 course, or taking a 4 credit elective instead of a 3 credit elective. HUM 399 COMMUNITY AWARENESS OR BUS 498, and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL ELECTIVE

B.S.B.A.
Major: Business Administration
Specialization: Accounting

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 110 College Algebra 3
BUS 171 Microeconomics 3 BUS 170 Microeconomics 3 CMS 200 Intro to Computer
Apps 3 HIST/Behav Sci Elect. 3 HIST/Behav Sci Elect. 3 Hum/Fine Arts Elective 3
Hum/Fine Arts Elective 3
FRO 101 Freshman Seminar **or** 1 15 TSR 101 Transfer Seminar *0 15-16

SECOND YEAR

Fall Cr. Spring Cr.

ACC 201 Financial Acc 3 ACC 202 Managerial Acc 3 MKT 250 Principles of Mktg 3
BUS 250 Principles of Mgmt 3 COA 110 Public Forum 3 MAT 320 Methods of
Calculus 4 BUS 322 Statistics for BUS & Science Elective (with labs) 4 Economics 3
14 Science Elective (with lab) 4 16

THIRD YEAR

Fall Cr. Spring Cr.

ACC 311 Intermed Acctng I 4 ACC 312 Intermed Accting II 4 BUS 352 Money,
Banking & ACC 331 Cost Accounting 3 Monetary Policy **or** BUS 311 Corporate
Finance 3 (Approved BUS Elec)* 3 CMS 315 Management Info Syst 3
CMS 350 Spreadsheet Design & Apps 3 BUS 313 Business Law II 3 BUS 312
Business Law I 3 16
BUS 228 Bus Communications 3 16

FOURTH YEAR

Fall Cr. Spring Cr.

ACC 321 Federal Taxation I 3 ACC 461 Advanced Accounting 3 ACC 471
Accounting Systems 3 ACC 480 Auditing 3 BUS 422 Quant Bus Anal 3 BUS 460
Business Policy 3 BUS 455 Integrative Mgmt 3 BUS 445 Ethics, Enterprise & 12
Entrepreneurship 3 Elective *3-4 15-16 **Total Credits: 120**

**B.S.B.A. Major: BUSINESS ADMINISTRATION
Specialization: ACCOUNTING**

SUGGESTED PROGRAM: Evening Division

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 MAT 110 3 HUM/FA Ele 3 BUS 170 3 BUS 171 3
HIST/BEH SCI 3 HIST/BEH SCI 3 _ CMS 200 3 _ COA 110 3 **Totals 6 9 6 9 30**
Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 BUS 312 3
BUS 313 3 BUS 228 3 BUS 352 OR BUS __ ELECTIVE (300+) 3 _ **Totals 6 9 9 7**
31 Credits

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI ELE 4 SCI ELE 4 CMS 350 3 HUM/FINE ARTS 3 CMS 315 3 ACC 311 4 ACC
312 7 ACC 331 3 _ _ _ BUS 311 3 **Totals 7 8 7 9 31 Credits**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

BUS 445 3 ACC 471 3 BUS 460 3 ELECTIVES *4 BUS 422 3 BUS 455 3 ACC 321
4 ACC 480 3 _ _ _ ACC 461 3 **Totals 6 6 6 10 28 Credits**

Total Credits: 120

*HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499
BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR
GENERAL ELECTIVE.

**BSBA MAJOR: BUSINESS ADMINISTRATION:
Area of Specialization: INTERNATIONAL BUSINESS**

This specialization is offered in the day and evening divisions.

The International Business Program of the College of Business and Management seeks to expose students to a learning process that will prepare them to become technically, culturally, and ethically competent leaders in international business organizations.

B.S.B.A.
Major: Business Administration
Specialization: International Business
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 IRPS 150 CONTEMPORARY POLITICAL SCIENCE 3 HIS
HIS 111 WESTERN CIVILIZATION I **OR** 3 HIS 112 WESTERN CIVILIZATION
II **OR** HIS 113 20TH CENTURY WORLD FOREIGN LANGUAGE ELECTIVE *3
FOREIGN LANGUAGE ELECTIVE *3 FRO 101 FRESHMAN SEMINAR (Day
Division Freshmen) **or** 1 TSR 101 TRANSFER SEMINAR (Day Division Transfer
Students) **0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

SPECIALIZATION REQUIREMENTS: INTERNATIONAL BUSINESS (21 CREDITS)

INB 390 INTERNATIONAL BUSINESS 3 INB 391 COMPARATIVE ECONOMIC SYSTEMS 3 INB 393 MULTINATIONAL FINANCE 3 INB 491 CONTEMPORARY INTERNATIONAL BUSINESS ISSUES 3 INB 492 INTERNATIONAL BUSINESS LAW 3 INB 495 INTERNATIONAL STUDY ABROAD PROGRAM (OR APPROVED BUSINESS RELATED 300+ ELECTIVE)* **3 MKT 392 INTERNATIONAL MARKETING 3

RELATED REQUIREMENTS (11-12 CREDITS)

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3 HUM 399 COMMUNITY AWARENESS* **2-3 LAN FOREIGN LANGUAGE ELECTIVE 200+ *3 IRPS INTERNATIONAL RELATIONS/POLITICAL SCIENCE ELECTIVE *3 **TOTAL CREDITS 120**

*These credits would be selected for content compatibility, their relevance to gaining competence in one particular world region (E.g.:Asia, Latin America, Europe)

**Transfer and evening division students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 3-credits of HUM 399, or taking a 4 credit elective instead of a 3 credit course. BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS ELECTIVE.

B.S.B.A.
Major: Business Administration
Specialization: International Business

Day Division

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 110 College Algebra 3
BUS 171 Macroeconomics 3 BUS 170 Microeconomics 3 CMS 200 Intro Comp Apps
3 IRPS 250 Geography & World Affairs 3 IRPS 150 Contemp Political Science 3
Language Elec) *3 Language Elec *3 FRO 101 Freshman Seminar or 1 15 TSR 101
Transfer Seminar **0 15-16

SECOND YEAR

Fall Cr. Spring Cr.

ACC 201 Financial Acc 3 ACC 202 Managerial Acc 3 COA 110 Public Forum 3 BUS
250 Principles of Mgmt 3 MKT 250 Principles of Mktg 3 HUM 399* Community
Awareness **2-3 Science Elective (with lab) 4 BUS 322 Statistics for Bus &
Economics 3 13 Science Elective (with lab) 4 15-16

THIRD YEAR

Fall Cr. Spring Cr.

INB 390 International Bus 3 MAT 320 Methods of Calculus 4 INB 391 Comparative
Economic Sys 3 BUS 313 Business Law II 3 BUS 228 Bus Communication 3 HIS

111 Western Civ I **or** BUS 312 Business Law I 3 HIS 112 Western Civ II **or** CMS
315 Mgmt Info Systems 3 HIS 113 20th Century World 3 15 IRPS Elective *3 MKT
392 Intern MKT 3 16

FOURTH YEAR

Fall Cr. Spring Cr.

INB 393 Multinational Finance 3 BUS 460 Business Policy 3 BUS 455 Integrative
Mgmt 3 LAN Language Elect (200+) *3 BUS 422 Quant Bus Analysis 3 INB 495*
Intl Study Abroad **or** Bus Elective (300+) **3 BUS 445 Ethics, Enterprise &
Entrepreneurship 3 INB 491 Contemp Bus Issues 3 BUS 311 Corporate
Finance 3 INB 492 Intl Bus Law 3 15 15

Total Credits: 120

*These credits would be selected for content compatibility, their relevance to gaining competence in one particular world region (E.g.:Asia, Latin America, Europe)

**Transfer and evening division students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 3-credits of HUM 399, or taking a 4 credit elective instead of a 3 credit course. BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS ELECTIVE.

B.S.B.A.

Major: Business Administration
Specialization: International Business

SUGGESTED PROGRAM: Evening Division

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug
ENG 101 3 ENG 102 3 MAT 110 3 CMS 200 3 BUS 170 3 BUS 171 3 IRPS 250 3
IRPS 150 3 LAN 3 LAN 3 __ **Totals 9 9 6 6 30 Credits**

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug
ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 BUS 312 3
BUS 313 3 _ BUS 228 3 COA 110 3 _ **Totals 6 9 9 7 31 Credits**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug
SCI ELE 4 SCI ELE 4 INB 391 3 BUS 311 3 CMS 315 3 INB 390 3 IRPS
ELECTIVE 3 INB 393 3 __ HIS 111, 112, or 113 3 _ **Totals 7 7 9 6**

29 Credits

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

**BUS 445 3 INB 491 3 BUS 460 3 HUM 399 3 BUS 422 3 BUS 455 3 INB 492 3 INB
495 OR BUS ELECTIVE 300+ 3 _ MKT 392 3 LAN 200+ 3 _ Totals 6 9 9 6**

30 Credits

Total Credits: 120

BSBA

Major: Business Administration:

**Area of Specialization: Management (Aviation Management): Flight and Non-
Flight Options)**

This specialization is only offered in the day division.

Aviation Management

The Burton D. Morgan School of Aeronautics

The Burton D. Morgan School of Aeronautics within the College of Business and Management offers a major in business administration with a specialization in aviation management. The concentration of course work leads to a Bachelor of Science in Business Administration (B.S.B.A.) degree. A major advantage of the aviation program is that it is firmly embedded in our traditional business curriculum. The curriculum was specifically designed with a management focus to maximize career potential enabling a student to be more marketable in the global workplace.

The BSBA with a specialization in Aviation Management provides an optional flight training program that gives the student the opportunity to earn all the certificates and

ratings necessary to become a professional pilot. For this option, flight training is provided at the Lynn University Burton D. Morgan Flight Center located on the Boca Raton Municipal airport.

The flight program provides the necessary credit hours in the ground school courses needed to qualify for the private, instrument, and commercial ratings. The student can also pursue the multi-engine, flight instructor and airline transport ratings through elective courses.

Through the pilot training program, students are trained to become the professional pilots. This provides the student with the opportunity to progress from any experience level and continue through all of the levels necessary to reach a new-hire status with an airline.

Lynn University's Burton D. Morgan School of Aeronautics is FAA approved under the requirements of Part 141. This means that our programs have met the highest standards set forth by the FAA on course curricula, instructors, and training facilities.

In addition, our FAA Part 142 certification qualifies the School as an official FAA approved training center. Our curricula covers ground training and high-level simulator and flight training for airline, charter, and corporate aircraft type ratings, as well as flight attendant and aircraft dispatcher training.

Internships are available in various aviation-related activities such as airport management, the National Transportation Safety Board and the FAA.

B.S.B.A.
Major: Business Administration

**Specialization: Management (Aviation Management Non-Flight Option)
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Division Freshmen) **OR** 1 TSR 101 TRANSFER
SEMINAR (Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATION 3 BUS 250
PRIN. OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS 312
BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS FOR
BUSINESS AND ECONOMICS 3 BUS 422 QUANT. BUSINESS ANALYSIS 3
BUS 445 ETHICS, ENTERPRISE, AND ENTREPRENEURSHIP 3 BUS 455
INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3 CMS 315
MANAGEMENT INFORMATION SYSTEMS **OR** 3 CMS 300 DATABASE
SYSTEMS AND MANAGEMENT

MKT 250 PRINciples OF MARKETING 3

RELATED REQUIREMENTS/BUSINESS ELECTIVES (Select 9 CREDITS or 3 courses from the following)

BUS 310 INTRO. TO SMALL BUSINESS MANAGEMENT BUS 321 INVESTMENTS BUS 340 ORGANIZATIONAL BEHAVIOR BUS 350 HUMAN RESOURCE MANAGEMENT INB 393 MULTINATIONAL FINANCE BUS 420 REAL ESTATE LAW INb 390 INTERNATIONAL BUSINESS BUS 430 LABOR RELATIONS CMS 350 SPREADSHEET DESIGN AND APPLICATION MKT 350 ADVERTISING

SPECIALIZATION REQUIREMENTS: AVIATION (21 CREDITS)

AVM 102 AVIATION HISTORY 3 AVM 330 AIR TRANSPORTATION INDUSTRY 3 AVM 331 AVIATION REGULATION AND LAW 3 AVM 341 AVIATION OPERATIONS I 3 AVM 346 AVIATION OPERATIONS II 3 AVM 441 AVIATION OPERATIONS III 3 AVM 481 AVIATION SEMINAR 3

ELECTIVES (2-3 CREDITS)

HUM 399 COMMUNITY AWARENESS OR ELECTIVE *2-3

TOTAL CREDIT 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, or enrolling in a 3-credit HUM399 or elective.

B.S.B.A.
Major: Business Administration
Specialization: Management (Aviation Management Non-Flight Option)

Day Division

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 MAT 110
College Algebra 3 BUS 170 Microeconomics 3 BUS 171 Macroeconomics 3 AVM
102 Aviation History 3 CMS 200 Intro. to Computer App. 3 Hum/Fine Arts Elective 3
HIS/Beh. Sci. Elective 3 HIS/Beh. Sci. Elective 3 FRO 101 Freshman Seminar **OR** 1
15 TSR 101 Transfer Seminar *0 15-16

SECOND YEAR

Fall Cr. Spring Cr.

ACC 201 Financial Accounting 3 ACC 202 Managerial Accounting 3 BUS 250
Principles of Mgmt. 3 MKT 250 Principles of Marketing 3 COA 110 Public Forum 3
BUS 322 Statistics for Bus. & Economics 3 SCI Science Elective (with lab) 4 SCI
Science Elective (with lab) 4 Business Elective 3 BUS 228 Business
Communications 3 16 16

THIRD YEAR

Fall Cr. Spring Cr.

MAT 320 Methods of Calculus 4 BUS 311 Corporate Finance 3 AVM 331 Aviation Reg. and Law 3 BUS 346 Aviation Operations II 3 AVM 341 Aviation Operations I 3 CMS 315 Management Info Systems **OR** 3 BUS 312 Business Law I 3 CMS 300 Database Systems & Mgmt. Humanities/Fine Arts Ele 3 BUS 313 Business Law II 3 16 AVM 330 Air Transportation Industry 3 15

FOURTH YEAR

Fall Cr. Spring Cr.

BUS 422 Quantitative Bus. Analysis 3 BUS 460 Business Policy 3 AVM 441 Aviation Operations III 3 AVM 481 Aviation Seminar 3 BUS 445 Ethics, Enterprise, and Entrepreneurship 3 Business Elective 3 BUS 455 Integrative Management 3 Business Elective 3 HUM 399 Community Awareness **OR** *2-3 12 Elective 14-15

Total Credits: 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, or enrolling in a 3-credit HUM399 or elective.

B.S.B.A.

Major: Business Administration

Specialization: Aviation Management With a Flight Option

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCI 350 PHYSICS I AND LAB 4 SCI 351 PHYSICS II
AND LAB 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3
HISTORY **OR** BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY **OR** BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Freshmen) **or** 1 TSR 101 TRANSFER SEMINAR
(Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATION 3 BUS 250
PRIN. OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS 312
BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS FOR
BUSINESS AND ECONOMICS 3 BUS 422 QUANT. BUSINESS ANALYSIS 3
BUS 445 ETHICS, ENTERPRISE, AND ENTREPRENEURSHIP 3 BUS 455
INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3 CMS 315
MANAGEMENT INFORMATION SYSTEMS **OR** 3 CMS 300 DATA BASE
SYSTEMS AND MGMT. MKT 250 PRIN. OF MARKETING 3

SPECIALIZATION REQUIREMENTS: MANAGEMENT (Aviation Mngt): (21 CREDITS)

AVM 102 AVIATION HISTORY 3 AVM 330 AIR TRANSPORTATION
INDUSTRY 3 AVM 331 AVIATION REGULATIONS AND LAW 3 AVM 341
AVIATION OPERATIONS I 3 AVM 346 AVIATION OPERATIONS II 3 AVM 441
AVIATION OPERATIONS III 3 AVM 481 AVIATION SEMINAR *3

**SPECIALIZATION REQUIREMENTS: AVIATION FLIGHT OPTION
(16 CREDITS)**

AVM 120 PRIMARY FLIGHT THEORY AND TRAINING I 4 AVM 121
TRAINING I 2 AVM 220 INSTRUMENT FLIGHT THEORY 4 AVM 221
TRAINING II 2 AVM 230 COMMERCIAL FLIGHT THEORY 3 AVM 231
TRAINING III 1

TOTAL CREDITS 124-125

*IF A FLIGHT STUDENT ELECTS TO OBTAIN THE FLIGHT INSTRUCTOR
RATING, AVM 310 FLIGHT INSTRUCTIONAL METHODS (CFI)
SUBSTITUTES FOR AVM 481

B.S.B.A.

Major: Business Administration

Specialization: Management (Aviation Management with a Flight Option)

Day Division

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr

ENG 101 English Composition I 3 ENG 102 English Composition II 3 MAT 110
College Algebra 3 BUS 170 Microeconomics 3 AVM 102 Aviation History 3 CMS
200 Introduction to Computer Applications 3 AVM 120 Primary Flight Theory and
Training I 4 AVM 220 Instrument flight Theory 4 AVM 121 Training I 2 AVM 221
Training II 2 FRO 101 Freshman Seminar or 1 15 TSR 101 Transfer Seminar *0 15-
16

SECOND YEAR

Fall Cr. Spring Cr

ACC 201 Financial Accounting 3 ACC 202 Managerial Accounting 3 BUS 171
Macroeconomics 3 BUS 322 Statistics for Business and Management 3 COA 110
Public Forum 3 BUS 228 Business Communications 3 BUS 250 Prin. Of
Management 3 MKT 250 Principles of Marketing 3 AVM 230 Commercial Flight
Theory 3 MAT 320 Methods of Calculus 4 AVM 231 Training III 1 16 16

THIRD YEAR

Fall Cr. Spring Cr

SCI 350 Physics I and Lab 4 AVM 346 Aviation Operations II 3 AVM 331 Aviation
Regulation & Law 3 BUS 313 Business Law II 3 AVM 341 Aviation Operations I 3
CMS 315 Management Info Systems **OR** 3 BUS 312 Business Law I 3 CMS 300
Database Systems & Mgmt. BUS 311 Corporate Finance 3 BUS 422 Quant. Business
Analysis 3 16 SCI 351 Physics II and Lab 4 16

FOURTH YEAR

Fall Cr. Spring Cr

HIS/Beh. Sci. Elective 3 BUS 460 Business Policy 3 BUS 445 Ethics, Enterprise, and
Entrepreneurship 3 HIS/Beh. Sci. Elective 3 BUS 455 Integrative Management 3
AVM 441 Aviation Operations III 3 AVM 330 Air Transportation Industry 3 AVM
481 Aviation Seminar 3 Humanities/Fine Arts Ele. 3 Humanities/Fine Arts Ele. 3 15
15

Total Credits: 124-125

BSBA

Major: Business Administration:

Area of Specialization: Management (Business Management/General)

This specialization is offered in the day and evening divisions.

The College of Business and Management offers a general program for students who have not chosen or do not want to commit to a specific area of management. This program provides a solid foundation of business courses that allow a student to compete in a mid-level management position or within a graduate or professional school program.

Note: A Funeral Service Business Management Completion Program for Licensed Funeral Directors with an A.S in Funeral Service is presented under the College of Science and Health of the catalog.

B.S.B.A.

Major: Business Administration

Specialization: Management (Business Management/General)

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER

APPLICATIONS 3 HISTORY **OR** BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY **OR** BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Division Freshmen) **OR** 1 TSR 101 TRANSFER
SEMINAR (Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

RELATED REQUIREMENTS/BUSINESS ELECTIVES (12 CREDITS)

BUS 352 MONEY & BANKING (OR 300+ BUSINESS ELECTIVE) 3 BUSINESS
ELECTIVE (300+) 3 BUSINESS ELECTIVE (300+) 3 BUSINESS ELECTIVE
(300+) 3

**SPECIALIZATION REQUIREMENTS: MANAGEMENT (Business
Mgmt/General): (15 CREDITS)**

BUS 310 SMALL BUSINESS MANAGEMENT 3 BUS 340 ORGANIZATIONAL
BEHAVIOR 3 BUS 350 HUMAN RESOURCE MANAGEMENT 3 ACC 321
FEDERAL TAXATION I 3 INB 390 INTERNATIONAL BUSINESS 3

ELECTIVES (5-6 CREDITS)

ELECTIVE (200+) *2-3 ELECTIVE (300+) 3

TOTAL CREDITS 120

*Transfer and evening students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, or taking a 3 credit elective instead of a 2 credit elective. HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL ELECTIVE

B.S.B.A.
Major: Business Administration
Specialization: Management (Business Management/General)

Day Division

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 110 College Algebra 3
BUS 171 Macroeconomics 3 BUS 170 Microeconomics 3 COA 110 Public Forum 3
His/Behav Sci Elective 3 CMS 200 Intro to Computers 3 Hum/Fine Arts Elective 3
His/Behav Sci Elective 3 FRO 101 Freshman Seminar **or** 1 15 TSR 101 Transfer
Seminar *0 15-16

SECOND YEAR

Fall Cr. Spring Cr

ACC 201 Financial Acc 3 ACC 202 Managerial Acc 3 BUS 312 Business Law I 3
BUS 313 Business Law II 3 BUS 250 Principles of Mgmt 3 MKT 250 Principles of
Mktg 3 BUS 322 Statistics for Bus & Economics 3 BUS 352 Money, Banking &
Monetary Science Elective (with lab) 4 Policy **or** Bus Elec (300+) 3 16 Science
Elective (with lab) 4

16

THIRD YEAR

Fall Cr. Spring Cr BUS 350 Hum Resource Mgmt 3 Elective (300+) 2-3 INB 390
Intl Business 3 BUS 311 Corporate Finance 3 MAT 320 Meth of Calculus 4 BUS 310
Intro to Small Business 3 CMS 315 Mgmt Info Systems 3 BUS 228 Bus
Communications 3 Elective (200+) 3 Hum/Fine Arts Elective 3 16 14-15

FOURTH YEAR

Fall Cr. Spring Cr BUS 455 Integrative Mgmt 3 BUS 460 Business Policy 3 BUS
445 Ethics, Enterprise & Entrepreneurship 3 ACC 321 Federal Taxation I 3 BUS 422

Quantitative Bus Analysis 3 Business Elective (300+) 3 BUS 340 Organizational Behavior 3 Elective (300+) 3 12 Business Elective (300+) 3 15

Total Credits: 120

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL ELECTIVE.

B.S.B.A.

Major: Business Administration

Specialization: Management (Business Management/General)

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 MAT 110 3 HUM/FA Ele 3 BUS 170 3 BUS 171 3
HIST/BEH SCI 3 HIST/BEH SCI 3 _ CMS 200 3 _ COA 110 3 **Totals 6 9 6 9 30**
Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 BUS 312 3
BUS 313 3 BUS 228 3 BUS 352 OR BUS __ ELE 3 _ **Totals 6 9 9 7 31 Credits**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI ELE 4 SCI ELE 4 BUS 350 3 ELECTIVE (300+) 3 CMS 315 3 INB 390 3
ELECTIVE (200+) 3 BUS 310 3 ___ BUS 311 3 **Totals 7 7 6 9 29 Credits**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug BUS 445 3 BUS 340 3 BUS 460 3
ELECTIVE (300+) 3 BUS 422 3 BUS 455 3 ACC 321 3 BUS ELE (300+) 3 _ BUS
ELE (300+) 3 HUM/FINE ARTS 3 _ **Totals 6 9 9 6 30 Credits**

Total Credits: 120

B.S.B.A.

MAJOR: BUSINESS ADMINISTRATION:

Specialization: MANAGEMENT (Computer Management SYSTEMS)

This specialization is offered in the day and evening divisions.

The Computer Management Systems (CMS) specialization combines a solid business foundation with computer technology courses to prepare the student for a management career in an information technology department. Common business application programs (programming, desktop publishing, spreadsheets, databases, etc) are combined with broader courses (management information systems, computer ethics and law, data communication and networks) to enable the graduate to effectively integrate information management and planning functions with technical operations. The ultimate goal is to make the decision-making process as effective and efficient as possible in reaching organizational goals.

B.S.B.A.

Major: Business Administration

**Specialization: Management (Computer
Management Systems)**

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCI SCIENCE ELECTIVE (WITH LAB) 4 SCI SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Division Freshmen) **OR** 1 TSR 101 TRANSFER
SEMINAR (Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

**SPECIALIZATION REQUIREMENTS: MANAGEMENT (Computer
Information Management): (27 CREDITS)**

CMS 210 PROGRAMMING LANGUAGE I (QBASIC) 3 CMS 212
PROGRAMMING LANGUAGE II (VBASIC) 3 CMS 300 DATA BASE SYSTEMS
& MANAGEMENT 3 CMS 340 WEBSITE DESIGN 3 CMS 350 SPREADSHEET
DESIGN AND APPLICATION 3 CMS 360 COMPUTER ETHICS AND LAW 3
CMS 445 DATA COMMUNICATIONS AND NETWORKS 3 CMS 481 SENIOR
SEMINAR 3 CMS 495 SENIOR PROJECT 3

Electives (5-6 Credits)

ELECTIVE 3 ELECTIVE *2-3

TOTAL CREDITS 120

*Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in an additional HUM 399 credit, or taking a 3 credit elective instead of a 2 credit elective.

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY ELECTIVE

B.S.B.A.
Major: Business Administration
Specialization: Management (Computer Management Systems)

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 110 College Algebra 3
BUS 171 Macroeconomics 3 BUS 170 Microeconomics 3 COA 110 Public Forum 3
His/Behav Sci Elective 3 CMS 200 Intro to Computers 3 Hum/Fine Arts Elective 3
His/Behav Sci Elective 3 FRO 101 Freshman Seminar or 1 15 TSR 101 Transfer
Seminar *0 15-16

SECOND YEAR

Fall Cr. Spring Cr. ACC 201 Financial Acc 3 ACC 202 Managerial Acc 3 CMS 350
Spreadsheet Design 3 Hum/Fine Arts Elective 3 BUS 250 Principles of Mgmt 3 MKT

250 Principles of Mktng 3 BUS 322 Statistics for Bus & Economics 3 MAT 320 Meth
of Calculus 4 CMS 210 Programming Language I 3 CMS 212 Programming
Language II 3 (QBASIC) 15 (VBASIC) 16

THIRD YEAR

Fall Cr. Spring Cr. CMS 315 Mgmt Information Systems 3 CMS 360 Computer and
Law 3 Science Elective (with lab) 4 BUS 311 Corporate Finance 3 BUS 312 Business
Law I 3 Science Elective (with lab) 4 Elective 2-3 BUS 228 Bus Communications 3
CMS 300 Database Systems 3 BUS 313 Business Law II 3 and Management 16 15-16

FOURTH YEAR

Fall Cr. Spring Cr. BUS 455 Integrative Mgmt 3 BUS 460 Business Policy 3 BUS
445 Ethics, Enterprise 3 Elective 3 & Entrepreneurship CMS 445 Data
Communications 3 BUS 422 Quantitative Bus Analysis 3 and Networks CMS 481
SENIOR SEMINAR 3 CMS 495 Senior Project 3 CMS 340 WEBSITE
DESIGN 3 12 15

Total Credits: 120

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS
INTERNSHIP MAY BE SUBSTITUTED FOR ANY GENERAL ELECTIVE.

B.S.B.A.

Major: Business Administration
Specialization: Management (Computer
Management Systems)

Evening Division

SUGGESTED PROGRAM:

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 MAT 110 3 HUM/FA Ele 3 BUS 170 3 BUS 171 3
HIST/BEH SCI 3 HIST/BEH SCI 3 _ CMS 200 3 _ COA 110 3 **Totals 6 9 6 9 30**
Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 CMS 210 3
CMS 212 3 CMS 350 3 ELECTIVE 3 _ _ **Totals 9 9 6 7 31 Credits**

third YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI ELE 4 SCI ELE 4 BUS 312 3 BUS 228 3 CMS 300 3 CMS 315 3 CMS 360 3
BUS 311 3 _ _ _ BUS 313 3 **Totals 7 7 6 9 29 Credits**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

BUS 445 3 CMS 445 3 BUS 455 3 BUS 460 3 CMS 340 3 BUS 422 3 ELECTIVE 3
CMS 495 3 _ HUM/FINE ARTS 3 CMS 481 3 _ **Totals 6 9 9 6 30 Credits**

Total Credits: 120

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY GENERAL ELECTIVE.

BSBA

MAJOR: BUSINESS ADMINISTRATION:

Specialization: MANAGEMENT

(Fashion Management)

This specialization is only offered in the day division.

The purpose of the Fashion Management specialization of the BSBA is to prepare a student to successfully compete, once employed by a firm, in an executive training program or entry level management position in the field with a firm that specializes in textiles and/or apparel. This specialization offers business administration majors the opportunity to specialize in the unique field of fashion products. Courses provide an interactive, active, learner-centered environment to accommodate multiple learning styles and diverse backgrounds. Students are encouraged to develop sound critical and analytical skills, effectively communicate, and to work productively in teams. Product

knowledge and fashion business operations, practices and promotional techniques are examined. Assignments typically relate to current domestic and global industry situations. Internship experiences are required to complement classroom learning.

B.S.B.A.
Major: Business Administration
Specialization: Management (Fashion Management)
DEGREE REQUIREMENTS
Day Division

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 105 APPLIED MATHEMATICS I 3 MAT 110 COLLEGE ALGEBRA 3 COA
110 PUBLIC FORUM 3 SCI SCIENCE ELECTIVE (WITH LAB) 4 SCI SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Division Freshmen) **OR** 1 TSR 101 TRANSFER
SEMINAR (Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (33 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS
228 BUSINESS COMMUNICATIONS 3 BUS 250 PRINCIPLES OF
MANAGEMENT 3 BUS 312 BUSINESS LAW I 3 BUS 322 STATISTICS FOR
BUSINESS AND ECONOMICS 3 BUS 455 INTEGRATIVE MANAGEMENT 3
BUS 460 BUSINESS POLICY 3 MKT 250 PRINCIPLES OF MARKETING 3 BUS
290 fashion INTERNSHIP I 3 BUS 490 fashion INTERNSHIP II 3

RELATED REQUIREMENTS/BUSINESS ELECTIVES (18 CREDITS)

BUS 310 SMALL BUSINESS MANAGEMENT 3 MKT 305 CONSUMER BEHAVIOR 3 MKT 321 PROFESSIONAL SELLING & SALES MANAGEMENT 3 MKT 430 MARKETING RESEARCH 3 CMS ELECTIVE 300 + 3 BUS OR MKT ELECTIVE 300 + 3

SPECIALIZATION REQUIREMENTS: MANAGEMENT (Fashion Management) (27 CREDITS)

BUS 101 INTRODUCTION TO THE FASHION BUSINESS 3 BUS 240 FASHION BUYING 3 BUS 260 DESIGN HISTORY FOR MANAGERS 3 BUS 300 FASHION EVENTS MANAGEMENT 3 BUS 315 RETAILING MANAGEMENT 3 BUS 320 TEXTILE KNOWLEDGE FOR MANAGERS 3 BUS 411 MANAGING APPAREL PRODUCT DEVELOPMENT 3 BUS 480 FASHION INDUSTRY SEMINAR 3

MKT 325 FASHION ADVERTISING AND PROMOTION 3

ELECTIVES (3 CREDITS)

ELECTIVE *3-4

TOTAL CREDITS 120 *Transfer Students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in an additional HUM 399 credit, or taking a 4 credit elective instead of a 3 credit elective.

HUM 399 COMMUNITY AWARENESS MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL ELECTIVE

B.S.B.A.
Major: Business Administration
Specialization: Management (Fashion Management)

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 105 Applied Math I 3
COA 110 Public Forum 3 CMS 200 Intro to Computers 3 MAT 110 College Algebra
3 BUS 101 Intro Fashion Business 3 BUS 260 Design History for Managers 3
His/Behav Sci Elective 3 BUS 170 Microeconomics 3 FRO 101
Freshman **OR 1 15** TSR 101 Transfer Seminar *0 15-16

SECOND YEAR

Fall Cr. Spring Cr. Science Elec/Lab 4 Science Elec/Lab 4 Hum/Fine Arts Elec 3
ACC 201 Financial Acc 3 BUS 250 Principals of Mgmt 3 BUS 240 Fashion Buying 3
MKT 250 Principles of Mkt 3 BUS 299 Fashion Internship I 3 BUS 228 Business
Communications 3 BUS 315 Retailing Management 3 **16 16**

THIRD YEAR

Fall Cr. Spring Cr. MKT 325 Fashion Advertising 3 BUS 312 Business Law I 3 & Promotion MKT 305 Consumer Behavior 3 BUS 322 Statistics for Bus & 3 BUS 310 Small Business Mgmt 3 Economics MKT 321 Professional Selling 3 BUS 320 Textile Mgmt for Managers 3 & Sales Mgmt Hum/Fine Arts Elec 3 BUS 300 Fashion Events Mgmt 3 **15** His/Behav Sci Elec 3 **15**

FOURTH YEAR

Fall Cr. Spring Cr. MKT 430 Marketing Research 3 BUS 460 Business Policy 3 BUS 455 Integrative Management 3 BUS 480 Fashion Industry Seminar 3 BUS 411 Managing Apparel 3 BUS 490 Fashion Internship II 3 Product Development Elective *3-4 CMS Elective (300+) 3 **12-13**Mkt/Bus Elec (300+) 3 **15**

Total Credits: 120

B.S.B.A.

**Major: Business Administration:
Specialization: Management
(Human Resource Management)**

This specialization is only offered in the evening division.

This specialization targets learners with a special interest in the study of Human Resource Management (HRM). The program provides an overview of the theoretical perspectives of the nature and methodologies employed in the study of human

resource management. Components of all aspects of the changing environment of Human Resources as a strategic partner in the organization are surveyed and analyzed. Emphasis is placed on managing HRM in an international business environment with contemporary management practices.

B.S.B.A.

Major: Business Administration
Specialization: Management
(Human Resource Management)
DEGREE REQUIREMENTS
Evening Division Program Only

CORE CURRICULUM REQUIREMENTS (39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

SPECIALIZATION REQUIREMENTS: MANAGEMENT (Human Resource Management) (24 CREDITS)

ACC 321 FEDERAL TAXATION I 3 BUS 340 ORGANIZATIONAL BEHAVIOR 3
BUS 350 HUMAN RESOURCE MANAGEMENT 3 BUS 372 LEGAL &
REGULATORY ISSUES 3 BUS 380 DEVELOPMENT & ADMIN. OF
COMPENSATION PROGRAMS 3 BUS 470 TRAINING AND DEVELOPMENT 3
CMS 300 DATA BASE SYSTEMS AND MGMT. **OR** 3 CMS 350
SPREADSHEETS

RELATED REQUIREMENTS (3 CREDITS)

ADE ELECTIVE (300+) 3

ELECTIVES *(6 CREDITS)

ELECTIVE 3 ELECTIVE 3

TOTAL CREDITS 120

*HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499
BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY ELECTIVE

B.S.B.A.
Major: Business Administration
Specialization: Management
(Human Resource Management)

SUGGESTED PROGRAM: Evening Division

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 MAT 110 3 HUM/FA Ele 3 BUS 170 3 BUS 171 3 HIS/BEH
SCI 3 HIS/BEH SCI 3 _ CMS 200 3 _ COA 110 3 **Totals 6 9 6 9 30 Credits**

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 BUS 312 3
BUS 313 3 _ BUS 228 3 3 _ **Totals 6 9 9 7 31 Credits**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI ELE 4 SCI ELE 4 BUS 350 3 ELECTIVE 3 CMS 315 3 BUS 372 3 CMS 300
OR 350 3 BUS 380 3 _ _ _ BUS 311 3 **Totals 7 7 6 9 29 Credits**

fourth YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

BUS 445 3 BUS 340 3 BUS 460 3 ELECTIVE 3 BUS 422 3 BUS 455 3 ACC 321 3
BUS 470 3 ADE 300+ 3 _ _ HUM/FINE ARTS 3 _ **Totals 9 6 9 6 30 Credits**

Total Credits: 120

BSBA

**MAJOR: BUSINESS ADMINISTRATION:
Area of Specialization: MARKETING**

This specialization is offered in the day and evening division.

The College of Business and Management offers a marketing program that encompasses all areas of marketing products and services to consumers and to organizations. The instruction is based on a core curriculum of basic contemporary marketing theory. It is augmented by the use of technological tools, and the inclusion of accomplished practitioners as guest lecturers, and experiential learning derived from site visits and research projects. The program actively seeks a multi-cultural undergraduate constituency and emphasizes marketing in global environment.

B.S.B.A.

Major: Business Administration

Specialization: MARKETING

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39-40 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 320 METHODS OF CALCULUS 4 COA
110 PUBLIC FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE
ARTS ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR (Day Division Freshmen) or 1 TSR 101 TRANSFER
SEMINAR (Day Division Transfer Students) *0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (48 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 170 MICROECONOMICS 3 BUS 171
MACROECONOMICS 3 BUS 228 BUSINESS COMMUNICATIONS 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS
312 BUSINESS LAW I 3 BUS 313 BUSINESS LAW II 3 BUS 322 STATISTICS
FOR BUSINESS AND ECONOMICS 3 BUS 422 QUANTITATIVE BUSINESS
ANALYSIS 3 BUS 445 ETHICS, ENTERPRISE AND ENTREPRENEURSHIP 3
BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3
CMS 315 MANAGEMENT INFORMATION SYSTEMS 3

MKT 250 PRINCIPLES OF MARKETING 3

RELATED REQUIREMENTS/BUSINESS ELECTIVES (9 CREDITS)

BUS 350 HUMAN RESOURCE MANAGEMENT 3 BUS 352 MONEY & BANKING (OR 300+ BUSINESS ELECTIVE) 3 INB 390 INTERNATIONAL BUSINESS 3

SPECIALIZATION REQUIREMENTS: MARKETING (18 CREDITS)

MKT 305 CONSUMER BEHAVIOR 3 MKT 321 PROFESSIONAL SELLING & SALES MANAGEMENT 3 MKT 350 ADVERTISING 3 MKT 370 MARKETING TOPICS 3 MKT 392 INTERNATIONAL MARKETING 3 MKT 430 MARKETING RESEARCH 3

ELECTIVES (5-6 CREDITS)

ELECTIVE (300+) *2-3 ELECTIVE (300+) 3

TOTAL CREDITS 120

*Transfer and evening students need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, or taking a 3 credit elective instead of a 2 credit elective.

HUM 399 Community Awareness or BUS 498 and/or Bus 499 Business Internship may be substituted for any Business or General Elective.

B.S.B.A.
Major: Business Administration
Specialization: Marketing

Day Division

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp I 3 ENG 102 English Comp II 3 MAT 110 College Algebra 3
BUS 171 Macroeconomics 3 BUS 170 Microeconomics 3 COA 110 Public Forum 3
His/Behav Sci Elec 3 CMS 200 Intro to Computers 3 Hum/Fine Arts Elective 3
Hum/Fine Arts Elective 3 FRO 101 Freshman Seminar 1 **15** TSR 101 Transfer
Seminar *0 **15-16**

SECOND YEAR

Fall Cr. Spring Cr. ACC 201 Financial Acc 3 ACC 202 Managerial Acc 3 MKT 250
Principles of Mktng 3 BUS 250 Principals of Mgmt 3 BUS 228 Business
Communication 3 BUS 322 Stats for Bus & Economics 3 Science Elective (with
lab) 4 Hum/Fine Arts Elective 3 **13** Science Elective (with lab) 4 **16**

THIRD YEAR

Fall Cr. Spring Cr. BUS 311 Corporate Finance 3 MAT 320 Methods of Calculus 4
BUS 312 Business Law I 3 BUS 313 Business Law II 3 CMS 315 Mgmt Info Systems
3 BUS 352 Money, Banking & 3 MKT 305 Consumer Behavior 3 Monetary
Policy **or** MKT 350 Advertising 3 300+ Elective **15** MKT 370 Marketing Topics 3
MKT 321 Professional Selling 3 & Sales Management **16**

FOURTH YEAR

Fall Cr. Spring Cr. BUS 422 Quant Bus Analysis 3 MKT 392 Intl Marketing 3 BUS
445 Ethics, Enterprise 3 BUS 460 Business Policy 3 & Entrepreneurship BUS 455
Integrative Mgmt 3 MKT 430 Marketing Research 3 BUS 350 Human Res Mgmt 3
Elective (300+) 3 INB 390 INTL BUSINESS 3 Elective (300+) 2-3 **15 14-15**

Total Credits: 120

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS
INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL
ELECTIVE.

B.S.B.A.

Major: Business Administration
Specialization: Marketing

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 MAT 110 3 HUM/FA Ele 3 BUS 170 3 BUS 171 3
HIST/BEH SCI 3 HIST/BEH SCI 3 _ CMS 200 3 _ COA 110 3 **Totals 6 9 6 9 30**
Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ACC 201 3 ACC 202 3 BUS 322 3 MAT 320 4 BUS 250 3 MKT 250 3 BUS 312 3
BUS 313 3 BUS 228 3 BUS 352 OR 3 _ _ BUS ELECTIVE (300+) _ _ **Totals 6 9 9 7**
31 Credits

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI ELE 4 SCI ELE 4 MKT 305 3 MKT 321 3 CMS 315 3 MKT 350 3 BUS 350 3
MKT 370 3 _ _ _ BUS 311 3 **Totals 7 7 6 9 29 Credits**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

BUS 445 3 MKT 392 3 BUS 460 3 ELECTIVE (300+) 3 BUS 422 3 BUS 455 3
MKT 430 3 ELECTIVE (300+) 3 _ INB 390 3 HUM/FINE ARTS 3 _ Totals 6 9 9 6
30 Credits

Total Credits: 120

HUM 399 COMMUNITY AWARENESS OR BUS 498 OR BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY BUSINESS OR GENERAL ELECTIVE.

BACHELOR OF PROFESSIONAL STUDIES (BPS): Major: BUSINESS

This program is offered in the Evening Division only.

To reflect the needs of the adult student, the College of Business and Management offers the Bachelor of Professional Studies (BPS) with a major in Business. This degree recognizes the academic value of professional work experience and permits adult learners to earn up to thirty (30 credits) through portfolio validation. The major in Business requires 30 credits. It is for adult learners who currently work in the business industry as well as for those seeking an entry level position in the business industry.

B.P.S.
Major: Business
Evening Division Program Only
DEGREE REQUIREMENTS

Evening Division Only

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 BUS 322 STATISTICS FOR BUSINESS AND
ECONOMICS 3 COA 110 PUBLIC FORUM 3 SCI SCIENCE ELECTIVE (WITH
LAB) 4 SCI SCIENCE ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE
ELECTIVE 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUM 302
ETHICS 3 HUMANITIES/FINE ARTS ELECTIVE 3

BACHELOR OF PROFESSIONAL STUDIES (BPS) (UP TO 31 CREDITS)

CED 198 PORTFOLIO SEMINAR 1 PORTFOLIO CREDITS *30

MAJOR REQUIREMENTS: BUSINESS (30 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 171 MACROECONOMICS 3 BUS 250 PRINCIPLES OF
MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS 312 BUSINESS
LAW I 3 BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS
POLICY 3 MKT 250 PRINCIPLES OF MARKETING 3 CMS 315 MANAGEMENT
INFORMATION SYSTEMS 3

ELECTIVES *(21 CREDITS)

ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3
ELECTIVE 3 ELECTIVE 3

TOTAL CREDITS 120

A tentative plan for portfolio and elective credits is established early in the program.

*45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core requirements, Portfolio Credits, BUS credits and electives.

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY ELECTIVE.

B.P.S.

Major: Business Administration

Evening Division Program Only

SUGGESTED PROGRAM

Portfolio=30 Credits

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

CMS 200 3 HIS/BEH ELE 3 HUM/FINE ARTS 3 HIS/BEH ELE 3 ELECTIVE ENG
101 3 ENG 102 3 MAT 110 3 COA 110 3 CED 198 1 BUS 171 3 _ ELECTIVE* 3 7
9 6 9 31 Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. BUS 250 3 MKT 250 3
ELECTIVE* 3 BUS 311 3 ACC 201 3 ACC 202 3 BUS 322 3 SCI 4 _ _ BUS
312 3 _ **6 6 9 7 28 Credits**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. CMS 315 3 BUS 455 3 BUS 460
3 ELECTIVE* 3 SCI 4 HUM 302 3 ELECTIVE* 3 ELECTIVE* 3 _
ELECTIVE* 3 ELECTIVE* 3 _ **7 9 9 6 31 Credits**

Total Credits: 120

*45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core Requirements, Electives, Portfolio Credits, Business and Electives.

HUM 399 COMMUNITY AWARENESS OR BUS 498 and/or BUS 499 BUSINESS INTERNSHIP MAY BE SUBSTITUTED FOR ANY GENERAL ELECTIVE.

THE DONALD & HELEN ROSS COLLEGE OF EDUCATION

The **Ross College** of Education offers a B.S.E. in Elementary Education with a program in grade level Pre-K-6 with a concentration in age 3 through grade 3, and a program in grades 1-6. Secondary B.S.E. programs include English/Humanities 6-12 and Social Sciences 6-12. Additional programs offered in the Ross College of Education include the B.A. in Human Services, a combined B.S.E./M.Ed. Elementary Education degree (Grades 1-6) in varying exceptionalities (K-12) and E.S.O.L. Endorsement and the Associate in Occupational Studies (A.O.S.) in Human Services. Successful completion of graduation requirements are delineated in this catalog. After admission to Lynn University, students should follow the guidelines for admission for participation in the Teacher Education Program.

The **Ross College** of Education fulfills the mission of Lynn University by providing it's students with knowledge, competencies, and skills needed for educational leadership in the 21st century. Our synergistic learning environment stimulates and challenges students to: 1) understand and analyze the dynamic nature of our contemporary transformation into a global society; 2) experience creativity that fosters academic achievement and social awareness; 3) create new alternatives to address diversity, and the importance of global prospective and 4) integrate theory and practice through experiential learning.

ADMISSION REQUIREMENTS TO TEACHER EDUCATION PROGRAM

In accordance with Florida School Law 240.529 Public Accountability and State Approval of Teacher Education Programs, all College of Education students must meet one of the following pre-requirements for admission to the Undergraduate Teacher Education Program [240.529(b)]:

1. Receive a passing score at the 40th percentile or above, as established by state board rule on nationally standardized college entrance examination (SAT test scores of 960, or Composite ACT of 20).

2. A cumulative grade point average of at least 2.5 on a 4.0 scale for the General Education component of undergraduate studies. In addition, the students must demonstrate that they have:

1. Completed at least 45 credit hours,

2. Passed the CLAST,

3. Submitted a completed application form before deadline date,

4. Obtained a minimum of 2.5 in all teacher education courses with no grade lower than a "C".

-OR-

If a student has demonstrated difficulty in achieving the requisite levels on the SAT and/or ACT in at least two attempts, the student may substitute a cumulative grade point average of at least 3.00 overall and at least 3.5 in Education courses taken at Lynn University.

-OR-

Through a portfolio assessment that demonstrates the effective teaching principles the **Ross College** of Education Faculty will review the candidate's file and make a decision as to the status of admission to the Teacher Education Program.

Bachelor of Science in Education

Major: ELEMENTARY EDUCATION

Specialization: (GRADES 1-6) PLUS PRE K/PRIMARY (AGE 3 - GRADE 3)

The Elementary Education plus Pre K/Primary Education Program combines theoretical components of both 1-6 grades with age 3 through grade 3, along with practical application appropriate to each developmental level. Students in this degree program will have extensive field experiences in the community and in local private and public schools (Pre-K through grade 6). Emphasis is placed on the use of developmentally appropriate materials designed to incorporate all newly required competencies, thus leading to eligibility for certification in the State of Florida in the area of age 3 to grade 3, as well as the already established competencies for 1-6 certification. This sequence of courses has been accepted by the Florida Department of Education for program approval.

B.S.E.

**Major: Elementary Education (Grades 1-6) Plus
Pre K/Primary (Age 3 - Grade 3)
DEGREE REQUIREMENTS**

Day Division Program Only

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

 ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION
II 3 MAT MATHEMATICS ELECTIVE 3 MAT MATHEMATICS ELECTIVE
3 COA 110 PUBLIC FORUM 3 SCI SCIENCE ELECTIVE (WITH LAB) 4
 SCI SCIENCE ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 PSY 260 PERSONALITY THEORY 3 IRPS
250 GEOGRAPHY AND WORLD AFFAIRS 3 HUMANITIES/FINE ARTS
ELECTIVE 3 HUMANITIES/FINE ARTS ELECTIVE 3 FRO 101
FRESHMAN SEMINAR **OR** 1

TSR 101 Transfer seminar 0

PROGRAM CERTIFICATION REQUIREMENTS (90 CREDITS)

__EDU 101 INTRODUCTION TO EDUCATION 3 __EDU 105 EARLY CHILDHOOD EDUCATION 3 __EDU 111 PRE-PRIMARY CURRICULUM MATERIALS AND ACTIVITIES 3 __EDU 160 CHILD DEVELOPMENT 3 __EDU 210 ELEMENTARY SCHOOL CURRICULUM 3 __EDU 211 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL 3 __EDU 212 ART IN THE ELEMENTARY SCHOOL 3 __EDU 213 MUSIC IN THE ELEMENTARY SCHOOL 3 __EDU 219 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL 3 __EDU 230 CREATIVE ACTIVITIES 3 __EDU 240 PRE-PRIMARY LANGUAGE ARTS 3 __EDU 250 PRE-PRIMARY MATH AND SCIENCE 3 __EDU 257 PE/HEALTH AND SAFETY IN SCHOOLS 3 __EDU 260 EDUCATIONAL COMPUTER APPLICATIONS 3 __EDU 261 FAMILY & COMMUNITY INVOLVEMENT 3 __EDU 314 CHILDREN'S LITERATURE 3 __EDU 315 READING IN THE ELEMENTARY SCHOOL 3 __EDU 316 DIAGNOSIS AND EVALUATION OF READING PROBLEMS 3 __EDU 317 SCIENCE IN THE ELEMENTARY SCHOOL 3 __EDU 318 MATHEMATICS IN THE ELEMENTARY SCHOOL 3 __EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY 3 __EDU 355 CHILD GUIDANCE AND CLASSROOM MANAGEMENT 3 __PSY 355 PRINCIPLES OF LEARNING 3 __EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION 3 __EDU 460 CHILDREN AT RISK 3 __EDU 461 TEACHING EXCEPTIONAL STUDENTS IN 3

REGULAR CLASSROOMS

__EDU 480 PRACTICUM 3 __EDU 481 STUDENT TEACHING 9

TOTAL CREDITS: 128-129

B.S.E.

Major: Elementary Education

**Specialization: (Grades 1-6) Plus Pre K/Primary
(Age 3-Grade 3)**

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 CMS 200 Intro. to Computer COA 110 Public Forum 3 Applications 3 EDU 101 Intro. to Education 3 MAT Mathematics Elective 3 EDU 111 Pre-Primary Curriculum 3 EDU 160 Child Development 3 Materials & Activities PSY 260 Personality Theory 3 MAT Mathematics Elective 3 FRO 101 Freshman Seminar **OR 1 15**

TSR 101 Transfer Seminar 0 **15-16**

Summer

Humanities/Fine Arts Elec. 3

SECOND YEAR

Fall Cr. Spring Cr.

EDU 105 Early Childhood Education 3 EDU 211 Language Arts in 3 EDU 210 Elem. School Curriculum 3 the Elementary School EDU 240 Pre-Primary Language Arts 3 EDU 219 Social Studies in the 3 SCI Science Elective (with lab) 4 Elementary School EDU 261 Family & Community 3 EDU 230 Creative Activities 3 Involvement EDU 250 Pre-Primary Math & Sci. 3 **16** SCI Science Elective (with lab) 4 **16 Summer**

IRPS 250 Geography & World Affairs 3

THIRD YEAR

Fall Cr. Spring Cr.

EDU 212 Art in the Elementary School 3 PSY 355 Principles of Learning 3 EDU 213 Music in the Elementary 3 EDU 314 Children s Literature/Educ. 3 School Media & Library EDU 260 Educational Computer 3 EDU 316 Diagnosis & Eval. of 3 Applications Reading Problems EDU 315 Reading in the Elementary 3 EDU 318 Mathematics in the 3 School Elementary School EDU 330 Education in a 3 EDU 355 Child Guidance and 3 Multicultural Society Classroom Mgmt. **15 15**

Summer

Humanities/Fine Arts Elec. 3

FOURTH YEAR

Fall Cr. Spring Cr.

EDU 257 PE/Health and Safety 3 EDU 461 Exceptional Students in 3 in Schools Regular Classrooms EDU 317 Science in the 3 EDU 481 Student Teaching 9 Elementary School **12** EDU 420 Educational Measurement & 3 Evaluation EDU 460 Children at Risk 3 EDU 480 Practicum 3 **15**

Total Credits: 128-129

B.S.E.

ELEMENTARY EDUCATION Grades 1-6

The Elementary Education major is designed to prepare students to teach in grades one through six. Elementary Education students will have experiences which combine learning theory with practical applications, promote the integration of technology and encompass a variety of field experiences. Students enrolled in the Elementary Education program will be encouraged to recognize and appreciate the diversity of today's children and be able to teach in this multicultural society. The courses in this state-approved program are designed to meet the requirements for certification in Florida.

B.S.E.

Major: Elementary Education 1-6 _ _ DEGREE REQUIREMENTS

This program is offered in both the Day and Evening Program Divisions

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

__ ENG 101 ENGLISH COMPOSITION I 3

__ ENG 102 ENGLISH COMPOSITION II 3

__ MATHEMATICS ELECTIVE 3

__ MATHEMATICS ELECTIVE 3

__ COA 110 PUBLIC FORUM 3

__ SCI SCIENCE ELECTIVE (WITH LAB) 4 __ SCI SCIENCE ELECTIVE (WITH LAB) 4 __ CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 __ HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 __ HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 __ HUMANITIES/FINE ARTS ELECTIVE 3 __ HUMANITIES/FINE ARTS ELECTIVE 300+ 3 __ FRO 101 FRESHMAN SEMINAR **or** 1

TSR 101 Transfer Seminar *0

PROGRAM REQUIREMENTS (81 CREDITS)

__EDU 101 INTRODUCTION TO EDUCATION 3 __EDU 160 CHILD DEVELOPMENT 3 __EDU 205 ADOLESCENT DEVELOPMENT 3 __EDU 210 ELEMENTARY SCHOOL CURRICULUM 3 __EDU 211 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL 3 __EDU 212 ART IN THE ELEMENTARY SCHOOL 3 __EDU 213 MUSIC IN THE ELEMENTARY SCHOOL 3 __EDU 219 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL 3 __EDU 257 PE/HEALTH AND SAFETY IN SCHOOLS 3 __EDU 260 EDUCATIONAL COMPUTER APPLICATIONS 3 __PSY 260 PERSONALITY THEORY 3 __EDU 265 WRITING PROCESS IN THE ELEMENTARY SCHOOL 3 __EDU 314 CHILDREN'S LITERATURE 3 __EDU 315 READING IN THE ELEMENTARY SCHOOL 3 __EDU 316 DIAGNOSIS AND EVALUATION OF READING PROBLEMS 3 __EDU 317 SCIENCE IN THE ELEMENTARY SCHOOL 3 __EDU 318 MATHEMATICS IN THE ELEMENTARY SCHOOL 3 __EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY 3 __EDU 350 EDUCATIONAL MEDIA LIBRARY 3 __PSY 355 PRINCIPLES OF LEARNING 3 __EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION 3 __EDU 461 EXCEPTIONAL STUDENTS IN REGULAR CLASSROOMS 3 __EDU 480 PRACTICUM 3 __EDU 481 STUDENT TEACHING 9 __IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3 **TOTAL CREDITS: 120**

* Transfer students must complete one additional elective credit to satisfy the 120 credit degree requirements (HUM 399, 1 credit)

B.S.E. Elementary Education Grades 1-6

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 CMS 200 Intro. to Computer Apps. 3 COA 110 Public Forum 3 MAT Mathematics Elective 3 EDU 101 Intro. to Education 3 EDU 160 Child Development 3 MAT Mathematics Elective 3 HIS./BEH. Sci. Elective 3 Hum/Fine 3 FRO 101 Freshman Seminar **OR** 1 Arts Elective **15**

TSR 101 Transfer Seminar *0 **15-16**

SECOND YEAR

Fall Cr. Spring Cr. EDU 210 Elem. School Curriculum 3 EDU 205 Adolescent Development 3 EDU 212 Art in the Elem. School 3 EDU 211 Language Arts in the 3 EDU 213 Music in the Elementary 3 School School EDU 219 Social Studies in the 3 SCI Science Elective (with lab) 4 Elementary School Humanities/Fine Arts Elec. 3 IRPS 250 Geography & World Affairs 3 **16** SCI Science Elective (with lab) 4 **16**

THIRD YEAR

Fall Cr. Spring Cr.

PSY 355 Principles of Learning 3 PSY 260 Personality Theory 3 EDU 257 PE/Health & Safety in Schools 3 EDU 314 Children's Literature 3 EDU 315 Reading in the Elementary 3 EDU 316 Diagnosis & Eval. of 3 School Reading Problems EDU 317 Science in the Elementary 3 EDU 318 Mathematics in the 3 School Elementary School EDU 330 Education in a Multicultural 3 His or Behav Sci Elective 3 Society **15 15**

FOURTH YEAR

Fall Cr. Spring Cr.

EDU 265 Writing Process in 3 EDU 461 Exceptional Students 3 Elementary School
in Regular Classrooms EDU 350 Educational Media & Library 3 EDU 481 Student
Teaching 9 EDU 420 Educational Measurement 3 **12** & Evaluation EDU 480
Practicum 3 EDU 260 Ed. Computer Applications 3 **15**

Total Credits: 120

* Transfer students must complete one additional elective credit to satisfy the 120
credit degree requirements (HUM 399, 1 credit)

B.S.E.

Major: Elementary Education, Grades 1-6

Evening Division Program Only

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 IRPS 250 3 SCI ELE 4 BUS 170 3 HUM 399 *1 EDU 160 3
HIS/BEHAV SCI 3 _ ENG 102 3 COA 110 3 EDU 260 3 **Totals 6 7 9 10 32 Credits**

SECOND YEAR

**Term V Cr. Term I Cr. Term II Cr. Term III Cr. Oct-Dec Jan-Mar Mar-June
June-Aug**

SCI ELE 4 EDU 210 3 EDU 212 3 EDU 213 3 EDU 219 3 HUM/FINE ART ELE 3
EDU 205 3 EDU 257 3 _ EDU 211 3 MAT ELE 3 MAT ELE 3 **Totals 7 9 9 9 34**
Credits

THIRD YEAR

**Term V Cr. Term I Cr. Term II Cr. Term III Cr. Oct-Dec Jan-Mar Mar-June
June-Aug**

EDU 315 3 PSY 355 3 PSY 260 3 EDU 316 3 EDU 420 3 EDU 317 3 HUM FINE
ART ELE 300+ 3 EDU 318 3 _ EDU 265 3 EDU 314 3 HIS/ BEHAV SCI 3 **Totals 6**
9 9 6 33 Credits

THIRD YEAR

Term V Cr. Term I Cr. Term II Oct-Dec Jan-Mar Mar-June

EDU 330 3 EDU 481 9 EDU 481 Continued EDU 350 3 EDU 461 3 EDU 480 3 _
_ **Totals 9 12 0 21 Credits**

Total Credits: 120

*Evening division students take HUM 399 (1 credit) in place of FRO 101 to meet the 120 credit degree requirements.

B.S.E.

Secondary education english/humanities grades 6-12

The Secondary English Degree Program combines theoretical components of teaching middle and high school, along with practical application appropriate to teach each developmental level and subject area. Students in this degree program will have extensive field experience in the community and in local private and public schools. Emphasis is placed on the use of developmentally appropriate materials designed to incorporate all newly required competencies, thus leading to certification in the State of Florida. This sequence of courses has been accepted by the Florida Department of Education for program approval.

Secondary English/Humanities Grades 6-12 DEGREE REQUIREMENTS

This specialization is offered in the day division program only.

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

__ ENG 101 ENGLISH COMPOSITION I 3 __ ENG 102 ENGLISH COMPOSITION
II 3 __ MAT 110 COLLEGE ALGEBRA 3 __ MATHEMATICS ELECTIVE
(BEYOND ALGEBRA) 3 __ COA 110 PUBLIC FORUM 3 __ SCIENCE
ELECTIVE (WITH LAB) 4 __ SCIENCE ELECTIVE (WITH LAB) 4 __ CMS 200
INTRODUCTION TO COMPUTER APPLICATION 3 __ IRPS 250 GEOGRAPHY
& WORLD AFFAIRS 3 __ PSY 355 PRINCIPLES OF LEARNING 3 __
HUMANITIES/FINE ARTS ELECTIVE 3 __ HUMANITIES/FINE ARTS

ELECTIVE 3 __ FRO 101 FRESHMAN SEMINAR or 1 TSR 101 Transfer seminar
*0

MAJOR CERTIFICATION REQUIREMENTS (57 CREDITS)

__ EDU 101 INTRODUCTION TO EDUCATION 3 __ EDU 205 ADOLESCENT DEVELOPMENT 3 __ EDU 231 EFFECTIVE TEACHING AND SECONDARY SCHOOL CURRICULUM 3 __ EDU 260 EDUCATIONAL COMPUTER APPLICATIONS 3 __ EDU 315 READING In the elementary school 3 __ EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY 3 __ EDU 332 READING IN SECONDARY SCHOOL 3 __ EDU 334 CLASSROOM/BEHAVIOR MANAGEMENT 3 __ EDU 350 EDUCATIONAL MEDIA AND LIBRARY 3 __ EDU 364 LANGUAGE AND WRITING SECONDARY 3 __ EDU 365 METHOD TEACHING - LITERATURE 3 __ EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION/FIELD EXP. 3 __ EDU 461 EXCEPTIONAL STUDENTS IN REGULAR CLASSROOMS 3 __ EDU 480 PRACTICUM 3 __ EDU 481 STUDENT TEACHING 9 __ HIS 481 SEMINAR IN HISTORICAL STUDIES: THE HOLOCAUST 3 __ ENG ELECTIVE 3

CONTENT AREA REQUIREMENTS (30 CREDITS)

__ ENG 310 CREATIVE WRITING 3 __ ENG 360 INTRODUCTION TO LINGUISTICS 3 __ ENG 470 WRITING THE MAJOR THESIS 3 __ COA 310 ORAL INTERPRETATION 3

CHOOSE 12 HOURS: 6 HOURS IN AREA OF CONCENTRATION WITH AN ADDITIONAL 6 HOURS DIVIDED BETWEEN TWO OTHER AREAS. EXAMPLE: CHOOSE 6 HOURS IN BRITISH CONCENTRATION AND DIVIDE 6 HOURS BETWEEN AMERICAN AND WORLD.

__ENG 330 AMERICAN LITERATURE I __ENG 340 BRITISH LITERATURE I
__ENG 260 MASTERPIECES OF WORLD LIT __ENG 331 AMERICAN
LITERATURE II __ENG 341 BRITISH LITERATURE II __ENG 320 WORLD
DRAMA __ENG 345 MULTICULTURAL LITERATURE

CHOOSE 6 HOURS FROM:

__ENG 211 THE SHORT STORY __ENG 255 TOPICS IN LITERATURE I __ENG
300 THE BIBLE AS LITERATURE __ENG 312 THE MODERN NOVEL __ENG
325 SHAKESPEARE __ENG 350 STUDIES IN POETRY __ENG 355 TOPICS IN
LITERATURE II __ENG 410 BIOGRAPHY and autobiography __EDU 314
CHILDREN S LITERATURE __EDU 366 ADOLESCENT LITERATURE

TOTAL CREDITS: 125-126

B.S.E.

Major: Education

Specialization: Secondary English/Humanities

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 MAT 110 College Algebra 3 COA 110 Public Forum 3 CMS 200 Intro. to Computer App. 3 Mathematics Elective 3 IRPS 250 Geography & World Affairs 3 (Beyond MAT 110) Hum/Fine Arts Elective 3 EDU 101 Introduction to Education 3 FRO 101 Freshman Seminar 1 HUM/Fine Arts Elective 3 TSR 101 Transfer Seminar 0 **15 15-16**

second YEAR

Fall Cr. Spring Cr. EDU 205 Adolescent Development 3 EDU 231 Effective Teaching and 3 SCI Science Elective (with lab) 4 Secondary School Curr. ENG Choose from * 3 EDU 260 Educational Computer 3 ENG 310 Creative Writing 3 Applications EDU 330 Education in Multicultural 3 SCI Science Elective (with lab) 4 Society ENG Choose from * 3 **16** ENG Choose from * 3 **16**

THIRD YEAR

Fall Cr. Spring Cr. ENG Choose from * 3 PSY 355 Principles of Learning 3 Choose from ** 3 EDU 334 Classroom/Behavior 3 EDU 365 Methods Teaching - Literature 3 Management EDU 350 Educational Media and Library 3 EDU 364 Language & Writing 3 EDU 315 Reading In Elem. Schools 3 Secondary COA 310 Oral Interpretation 3 EDU 332 Reading in the Secondary 3 **18** HIS 481 Seminar in Historical 3 Studies: The Holocaust Choose from ** 3 **18**

FOURTH YEAR

Fall Cr. Spring Cr. EDU 420 Ed. Measurement **and** 3 EDU 481 Student Teaching 9 Evaluation/Field Experience EDU 461 Exceptional Student in 3 Regular Classroom ENG 470 Writing the Major Thesis 3 EDU 480 Practicum 3 ENG 360 Intro to Linguistics 3 English Elective 3 **18**

Total Credits: 125-126

* 12 hours in English Literature as described in program plan (ENG 330, 331, 340, 341, 260, 320 or 345). 6 hours in area of concentration with 6 hours divided between two other areas.

Example: Choose 6 hours in British concentration and divide 6 hours between American and World.

** 6 hours from ENG 211, 255, 300, 312, 325, 350, 410, 355, or EDU 314, or 366.

B.S.E.

Secondary social studies science program grades 6-12

The Secondary Social Science Degree Program combines theoretical components of teaching middle and high school, along with practical application appropriate to teach each subject area and developmental level. Students in this degree program will have extensive field experience in the community and in local private and public schools. Emphasis is placed on the use of developmentally appropriate materials designed to incorporate all newly required competencies, thus leading to certification in the State of Florida. This sequence of courses has been accepted by the Florida Department of Education for program approval.

B.S.E.

Major: Education

Specialization: Secondary Social Sciences

DEGREE REQUIREMENTS

This specialization available in Day Division Program only.

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

__ENG 101 ENGLISH COMPOSITION I 3

__ENG 102 ENGLISH COMPOSITION II 3

__MAT 110 COLLEGE ALGEBRA 3

__MATHEMATICS ELECTIVE (BEYOND ALGEBRA) 3

__COA 110 PUBLIC FORUM 3

__SCI SCIENCE ELECTIVE (WITH LAB) 4

__SCI SCIENCE ELECTIVE (WITH LAB) 4

__CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

__HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3

__PSY 355 PRINCIPLES OF LEARNING 3

__HUMANITIES/FINE ARTS ELECTIVE 3

__HUMANITIES/FINE ARTS ELECTIVE 3

__FRO 101 FRESHMAN SEMINAR **or** 1

TSR 101 transfer seminar 0

MAJOR CERTIFICATION REQUIREMENTS (57 CREDITS)

__EDU 101 INTRODUCTION TO EDUCATION 3

__EDU 205 ADOLESCENT DEVELOPMENT 3

__EDU 231 EFFECTIVE TEACHING AND SECONDARY SCHOOL CURRICULUM 3

__EDU 260 EDUCATIONAL COMPUTER APPLICATIONS 3

__EDU 315 READING In elementary school 3

__EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY/FIELD EXPERIENCE 3

__EDU 332 READING IN SECONDARY SCHOOL 3

__EDU 333 SOCIAL STUDIES - SECONDARY 3

__EDU 334 CLASSROOM/BEHAVIOR MANAGEMENT 3

__EDU 350 EDUCATIONAL MEDIA AND LIBRARY 3

__EDU 364 LANGUAGE AND WRITING IN THE SECONDARY SCHOOL 3

__EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION 3

__EDU 461 EXCEPTIONAL STUDENTS IN REGULAR CLASSROOMS 3

__EDU 480 PRACTICUM 3

__EDU 481 STUDENT TEACHING 9

__HIS 481 SEMINAR IN HISTORICAL STUDIES: THE HOLOCAUST 3

__IRPS/HIS ELECTIVE 3

CONTENT AREA REQUIREMENTS (30 CREDITS)

__IRPS/HIS ELECTIVE 3

__HIS 111 WESTERN CIVILIZATION I **OR**

HIS 112 WESTERN CIVILIZATION II 3

IRPS 225 UNITED STATES GOVERNMENT 3

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

HIS 320 LATIN AMERICAN HISTORY 3

CHOOSE 6 HOURS FROM U.S. HISTORY ELECTIVES: 6

HIS 221 AMERICAN HISTORY I

HIS 322 AMERICAN HISTORY II

HIS 230 SOCIAL AND POLITICAL HISTORY OF THE UNITED STATES

HIS 360 THE AMERICAN EXPERIENCE

IRPS 471 THE AMERICAN PRESIDENCY

CHOOSE 3 HOURS FROM POLITICAL SCIENCE ELECTIVES: 3

IRPS 350 COMPARATIVE POLITICS

IRPS 470 United States FOREIGN POLICY

IRPS 475 CONTEMPORARY INTERNATIONAL RELATIONS

IRPS 483 POLITICAL SCIENCE SEMINAR

CHOOSE 6 HOURS FROM ECONOMICS ELECTIVES: 6

__BUS 170 MICROECONOMICS

__BUS 171 MACROECONOMICS

__INB 390 INTRO TO INTERNATIONAL BUSINESS

TOTAL CREDITS: 125-126

B.S.E.

Major: Education

Specialization: Secondary Social Sciences

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3

MAT 110 College Algebra 3 COA 110 Public Forum 3

CMS 200 Intro. to Computer Apps. 3 EDU 101 Intro. to Education 3

SCI Science Elective (with lab) 4 His/Behave Sci. Elective 3

Hum/Fine Arts Elective 3 Economics Elective** 3

FRO 101 Freshman Seminar **or** 1 **15**

TSR 101 Transfer Seminar 0

16-17

SECOND YEAR

Fall Cr. Spring Cr.

HIS 111 Western Civilization I **or** IRPS 225 U.S. Government 3 HIS 112 Western Civilization II 3 EDU 231 Effective Teaching and 3

Secondary School

EDU 205 Adolescent Development 3 Curriculum

IRPS 250 Geography & World Affairs 3 EDU 260 Educational Computer 3

Mat. Elective Applications (Beyond Algebra) 3 SCI Science Elective (with lab) 4

Hum/Fine Arts Elective 3 IRPS Elective Choose from *** 3

15 16

THIRD YEAR

Fall Cr. Spring Cr.

EDU 330 Education in a Multicultural Society/Field Experience 3
EDU 334 Classroom/Behavior Mgmt 3
EDU 364 Secondary Lang & Writing 3
EDU 333 Social Studies - Secondary 3
EDU 332 Reading in Secondary School 3
EDU 350 Educational Media & Library 3
PSY 355 Principles of Learning 3
EDU 315 Reading In Elem. School 3
IRPS/HIS U.S. History Elective* 3
IRPS/HIS U.S. History Elective* 3
IRPS/HIS History Elective 3
HIS 481 Seminar in Historical Studies: The Holocaust 3

18

FOURTH YEAR

Fall Cr. Spring Cr.

EDU 420 Educational Measurement & Evaluation 3
EDU 481 Student Teaching 9
EDU 461 Exceptional Students in Reg Classrooms 3
EDU 480 Practicum 3
HIS 320 Latin American History 3
IRPS/HIS History Elective 3
Economics Elective** 3

Total Credits: 125-126

* U.S. History Electives: HIS 221, 222, 230, 360, IRPS 471

** Economics Electives: BUS 170, 171, 390, 415

***Political Science Electives: IRPS 350, 470, 475, 483

Bachelor of Arts B.A.

Major: Human Services

The Human Service degree program is designed to prepare students to be effective professionals in the realm of Human Services. The purpose of the Human Service degree program is to provide an alternative venue to the formal teacher education program. Human Service is an ideal degree program for students who wish to work in the helping profession, yet for numerous reasons, choose not to work in the public school environment.

DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MATH ELECTIVE 3

MATH ELECTIVE 3

COA 110 PUBLIC FORUM 3

SCIENCE ELECTIVE (WITH LAB) 4

SCIENCE ELECTIVE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATION 3

SOC 110 INTRODUCTION TO SOCIOLOGY 3

PSY 150 INTRODUCTION TO PSYCHOLOGY 3

HUM 100 INTRODUCTION TO HUMANITIES 3

HUMANITIES ELECTIVE 3

FRO 101 FRESHMAN SEMINAR **OR** HUM 399 COMMUNITY
AWARENESS **OR** 1 TSR 101 Transfer Seminar 0

MAJOR REQUIREMENTS (36 CREDITS)

HS 100 INTRODUCTION TO HUMAN SERVICES 3

HS 150 INTRODUCTION TO LEADERSHIP 3

HS 301 HUMAN SERVICES PROFESSIONALS 3

HS 350 INTERNSHIP 3

HS 375 INTERNSHIP 3

HS 400 LEADERSHIP BEHAVIOR 3

HS 450 HUMAN SERVICES INTERNSHIP PLACEMENT I 6

HS 475 HUMAN SERVICES INTERNSHIP PLACEMENT II 6

HS 482 HUMAN SERVICES SENIOR SEMINAR 3

MAJOR ELECTIVES SELECT 3 credits FROM: 3

HS 320 Comparative Education and Human Services

HS 330 The Politics of American Education and Human Services

HS 355 The Administration of Change

RELATED REQUIREMENTS (33 CREDITS)

ENG 260 WORLD LITERATURE 3

ENGLISH ELECTIVE 3

BUS 171 MACROECONOMICS **OR**

MKT 250 PRINCIPLES OF MARKETING 3

BUS 250 PRINCIPLES OF MANAGEMENT 3

HIS 221 AMERICAN HISTORY I 3

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

SOC 230 INTRODUCTION TO SOCIAL WORK 3

SOC 311 INTERPERSONAL PROCESSES 3

BEHAVIORAL SCIENCE ELECTIVE 3

BEHAVIORAL SCIENCE ELECTIVE (300+) 3

BEHAVIORAL SCIENCE ELECTIVE (300+) 3

ELECTIVE REQUIREMENTS (12 CREDITS)**

ELECTIVE

ELECTIVE (300+)

ELECTIVE (300+)

ELECTIVE (300+)

TOTAL CREDITS: 120

*Transfer students must complete 1 credit of HUM 399 during this program to satisfy the 120 credit degree requirements.

**ELECTIVE REQUIREMENTS SHOULD BE IN:

Business, Education, or Behavioral Sciences

**B.A.
Human Services Program**

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 Eng. Composition II 3

PSY 150 Intro. to Psychology 3 SOC 110 Intro. To Sociology 3

CMS 200 Intro. To Computers 3 IRPS 250 Geography & World
Affairs 3

COA 110 Public Forum 3 HUM 100 Introduction to Humanities 3

FRO 101 Freshman Seminar **OR** 1 MAT Mathematics Elective 3

TSR 101 Transfer Seminar *0 15

13

SECOND YEAR

Fall Cr. Spring Cr. SOC 230 Intro. To Social Work 3 BUS 171
Macroeconomics **OR** 3

HIS 221 American History I 3 MKT 250 Principles of Marketing

HS 100 Intro. To Human Services 3 ENG 260 World Literature 3

SCI Science Elective (with lab) 4 HUM Humanities Elective 3

HS 150 Intro. To Leadership 3 SCI Science Elective (with lab) 4

16 HS 301 Human Services Professionals 3 16

THIRD YEAR

Fall Cr. Spring Cr. SOC 311 Interpersonal Processes 3 Behavioral Science Elective
3

HS 350 Internship 3 BUS 250 Principles of Management 3

Major Elective 3 ENG English Elective 3

Behavioral Science Elective (300+) 3 HS 375 Internship 3

MAT Mathematics Elective 3 Elective 3

15 15

FOURTH YEAR

Fall Cr. Spring Cr.

Behavioral Science Elective (300+) 3 HS 482 Human Services Senior Sem. 3

HS 400 Leadership Behavior 3 HS 475 Human Serv. Intern II 6

HS 450 Human Serv. Intern I 6 Elective 300+ 3

Elective 300+ 3 Elective 300+ 3 **15 15**

TOTAL CREDITS: 120

*Transfer students must complete 1 credit of HUM 399 during this program to satisfy the 120 credit degree requirements.

****ELECTIVE REQUIREMENTS SHOULD BE IN:**

Business, Education, or Behavioral Sciences

Associate in Occupational Studies (A.O.S).

Major: Human Services

Old Forge Center

The New York Board of Regents has granted permission to award the Associate in Occupational Studies (A.O.S.) degree, through the Old Forge Center located in Old Forge, New York. The Associate in Occupational Studies with a major in human services is a new innovative and exciting program for students with severe learning disabilities. The program is designed for students who have the innate skills and desire to pursue higher education but who would be academically at risk enrolled in a traditional college program. The freshman class begins each June with the required pre-freshman summer semester. A summer semester between the freshman and sophomore years is required. The A.O.S. program is an interwoven mix of academics, vocational training and social development. Each spring, students matriculate in paid internships adding an experiential component to the program in a human service area.

Admissions Policy

Based on the information documented in the submitted diagnostic battery and the personal interview, the student will be considered for admission if the following criteria have been met:

- Demonstrated the potential to live independently.

- Earned a high school diploma or G.E.D.
- Scored 70 - 90 in verbal and performance areas on WISC or WAIS-R.
- Has documentation from clinical/medical/educational specialists of a learning disability.
- Has an interest in the field of human services.
- Submits SAT/ACT scores (SACS).

**Associate in Occupational Studies (A.O.S).
Major: Human Services
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (23 CREDITS)

ENG 101 ENGLISH COMPOSITION I *2 ENG 102 ENGLISH COMPOSITION II *2 HIS 221** AMERICAN HISTORY I *2 IRPS 250** GEOGRAPHY AND WORLD AFFAIRS *2 CMS 200** INTRODUCTION TO COMPUTER APPLICATIONS 3 SCI 230# INTRO TO ENVIRONMENTAL STUDIES AND LAB 4 HUM 100 INTRO TO HUMANITIES *2 MAT 105 APPLIED MATH I *2 MAT 106** APPLIED MATH II *2 FRO 103 FRESHMAN / TRANSFER SEMINAR 2

MAJOR REQUIREMENTS HUMAN SERVICES (25 CREDITS)

HS 100 INTRO TO HUMAN SERVICES I 3 HS 101# INTRO TO HUMAN SERVICES II 3 HS 200# INTERPERSONAL PROCESS IN HUMAN SERVICES 3 HS 250# HUMAN SERVICES PRACTICUM 3 HS 251 INTERNSHIP I 3 HS 252# INTERNSHIP II 3 PSY 150# INTRODUCTION TO PSYCHOLOGY *2 SOC 110 INTRODUCTION TO SOCIOLOGY *2 SOC 261# CURRENT PERSPECTIVES IN SUBSTANCE ABUSE 3

SELECT A GROUP OF 3 Courses (Major Electives) (6-9 CREDITS)

PSY 201 THE AGING PROCESS *2 PSY 210 DEATH AND DYING *2 HCA 100 HEALTH CARE AND SOCIAL SERVICES DELIVERY SYSTEMS *2 EDU 105 EARLY CHILDHOOD EDUCATION *2 EDU 160 CHILD DEVELOPMENT *2 EDU 230 CREATIVE ACTIVITIES *2 HA 100 INTRO TO HOSPITALITY AND TOURISM 3 HA 140 FRONT OFFICE OPERATIONS 3 HA 163** HOSPITALITY EMPLOYEE DEVELOPMENT 3

RELATED REQUIREMENTS (7 CREDITS)

COA 110** PUBLIC FORUM 3 ENG 100 ENGLISH SKILLS *2 PE 100# PHYSICAL EDUCATION 1 PE 150# PHYSICAL EDUCATION 1 TAP 010 LANGUAGE AND LEARNING DEVELOPMENT-OFC 0 TAP 011 RESEARCH AND WRITING 0 **TOTAL CREDITS* 61-64**

* Students attending Lynn University-Old Forge Center, NY, receive 2 credits for these courses as mandated by the New York State Board of Regents. Student who matriculate into a degree program at Lynn University-Boca Raton Campus, will have the equivalency of a 3-credit course for all 2-credit courses except FRO 103 taken at Old Forge Center.

**Courses taken at Old Forge Center via distance learning (world wide web and video conferencing) from the Boca Raton Campus

#Course taken at Boca Raton Campus

A.O.S.

Major: Human Services

Day Division

SUGGESTED PROGRAM:

Old Forge Center

FIRST YEAR

Summer Cr.

TAP 010 Language and Learning 0

TAP 011 Research and Writing 0

FRO 103 Freshmen/Transfer Seminar 2 2

Fall Cr. Spring Cr. ENG 100 English Skills *2 ENG 101 English Composition I *2
SOC 110 Intro. To Sociology *2 PSY 150# Intro. To Psychology *2 CMS 200**Intro
to Computers 3 MAT 106** Applied Math II *2 HS 100 Intro to Human Services I 3
HS 101# Intro to Human Services II 3 MAT 105 Applied Math I *2 PE 100# Physical
Education 1 **12** Major Elective 2-3 **12-13**

SECOND YEAR

Summer Cr.

SOC 261# Current perspectives in Substance Abuse 3

HS 250# Human Services practicum 3

SCI 230#*Intro to Environmental Studies and Lab 4

Fall Cr. Spring Cr. HS 200 # Interpersonal Process in Human Services 3 COA
110** Public Forum 3 ENG 102 English Composition II *2 IRPS 250** Geography
and World Affairs *2 HIS 221**American History I *2 PE 150# Physical Education 1
HS 251 Internship I 3 HUM 100* Intro to Humanities *2 Major Elective 2-3 HS 252#
Internship II 3 **12-13** Major Elective 2-3 **13-14** **Total Credits=61-64**

**Combined degree program (B.S.E./M.Ed.)
ELEMENTARY EDUCATION DEGREE (GRADES 1-6) PLUS MASTER'S OF
EDUCATION DEGREE IN VARYING EXCEPTIONALITIES (GRADES K-
12) AND E.S.O.L. ENDORSEMENT**

The combination of an Elementary Education Degree and a Master's Degree in Varying Exceptionalities is designed to prepare students to teach classes in elementary education grades one through six and teach special needs children in Varying Exceptionalities in grades kindergarten through twelve. Students will have experiences which combine learning theory with practical applications, promote the integration of technology and encompass a variety of field experiences. At the Master's level students will develop advanced competencies to use critical thinking skills to employ a variety of knowledge bases in order to deal with contemporary issues, problems and dilemmas in the field of Special Education/Varying Exceptionalities. The intent is to produce graduates who are able not only to address the needs of this increasingly diverse student population as classroom teachers, but also to provide leadership to coordinate innovative programs and professional activities to better serve this population of children.

**B.S.E./M.Ed.
Elementary Education Degree (Grades 1-6)
Plus Master's of Education Degree in Varying Exceptionalities (Grades K-12)
and E.S.O.L. Endorsement
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MATHEMATICS ELECTIVE 3

MATHEMATICS ELECTIVE 3

COA 110 PUBLIC FORUM 3

SCIENCE ELECTIVE (WITH LAB) 4

SCIENCE ELECTIVE (WITH LAB) 4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

PSY 260 PERSONALITY THEORY 3

PSY 355 PRINCIPLES OF LEARNING 3

HUMANITIES/FINE ARTS ELECTIVE 3

HUMANITIES/FINE ARTS ELECTIVE 3

FRO 101 FRESHMAN SEMINAR or 1 TSR 101 Transfer seminar 0

**ELEMENTARY EDUCATION PROGRAM CERTIFICATION
REQUIREMENTS (60 CREDITS)**

EDU 101 INTRODUCTION TO EDUCATION 3

EDU 160 CHILD DEVELOPMENT 3

EDU 205 ADOLESCENT DEVELOPMENT 3

EDU 210 ELEMENTARY SCHOOL CURRICULUM 3

EDU 211 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL 3

EDU 212 ART IN THE ELEMENTARY SCHOOL 3

EDU 213 MUSIC IN THE ELEMENTARY SCHOOL 3

EDU 219 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL 3

EDU 257 PE/HEALTH AND SAFETY IN SCHOOLS 3

EDU 260 EDUCATIONAL COMPUTER APPLICATIONS 3

EDU 265 WRITING PROCESS IN ELEMENTARY SCHOOLS 3

EDU 314 CHILDREN'S LITERATURE 3

EDU 315 READING IN THE ELEMENTARY SCHOOL 3

EDU 316 DIAGNOSIS AND EVALUATION OF READING PROBLEMS 3

EDU 317 SCIENCE IN THE ELEMENTARY SCHOOL 3

EDU 318 MATHEMATICS IN THE ELEMENTARY SCHOOL 3

EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY 3

EDU 350 EDUCATIONAL MEDIA LIBRARY 3

EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION 3

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS 3

MASTER'S DEGREE PROGRAM CERTIFICATION REQUIREMENTS (42 CREDITS)

EDU 500 Foundations of Exceptional Student Education 3

EDU 510 Language Development and Learning 3

EDU 511 Characteristics & Needs of Mildly Handicapped Student 3

EDU 512 Instructional Strategies for the Emotionally Handicapped Student 3

EDU 513 Instructional Strategies for the Mentally Handicapped Student 3

EDU 514 Instructional Strategies for Specific Learning Disabilities 3

EDU 520 Applied Linguistics 3

EDU 521 Methods of Teaching E.S.O.L. 3

EDU 522 Curriculum and Materials Development for E.S.O.L. 3

EDU 523 Cross-Cultural Communication and Understanding 3

EDU 525 Testing and Evaluation in E.S.O.L. 3

EDU 534 Classroom Behavior Management 3

EDU 561 Assessment of Exceptional Students 3

EDU 570 Career Management and Transition Planning for Exceptional Students 3

STUDENT TEACHING REQUIREMENTS (18 CREDITS)

EDU 581 Student teaching in the Elementary School/Inclusion 9

EDU 582 Student Teaching Middle/High School Varying

Exceptionalities 9

Note: See Graduate Catalog for 500 level course descriptions.

**Combined B.S.E./M.Ed.
5-Year Elementary Education Degree 1-6/Master's of Education in Varying
Exceptionalities K-12/ESOL Endorsement**

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

FRO 101 Freshman Seminar **OR** 1 ENG 102 English Composition II 3 TSR 101
Transfer Seminar 0

ENG 101 English Comp. I 3 COA 110 Public Forum 3 CMS 200 Intro to Computer
*PSY 260 Personality Theory 3 Applications 3 (Behavioral Science) EDU 101 Intro
to Education 3 Math Elective 3 Math Elective 3 Humanities/Fine Arts 3 EDU 160
Child Development* 3 **15-16** *(To be taken by Education Majors only) **15 SECOND
YEAR**

Fall Cr. Spring Cr. EDU 210 Elem. School Curr. 3 EDU 205 Adolescent
Development 3 EDU 212 Art in the Elem. School 3 EDU 211 Language Arts in the
Elem. 3 EDU 213 Music in the Elem. 3 EDU 219 Social Studies in the Elem. 3
Science Elective 4 IRPS 250 Geography and World Aff. 3 Humanities/Fine
Arts 3 Science Elective 4 **16 16**

THIRD YEAR

Fall Cr. Spring Cr. EDU 265 Writing Process 3 *PSY 355 Principles of Learning 3
(Behavioral Science) EDU 257 PE/Health and Safety 3 EDU 314 Children s
Literature 3 EDU 315 Reading in the Elem. 3 EDU 316 Diagnosis & Eval. Read. 3
EDU 317 Science in the Elem. 3 EDU 318 Math in the Elem. 3 EDU 350 Educational
Media/Lib. 3 EDU 260 Computer Applications 3 **15 15**

SUMMER (BETWEEN 3RD AND 4TH YEAR) Cr. EDU 330 Education in
Multicultural Society 3 EDU 420 Educational Measurement 3 **6**

FOURTH YEAR

Fall Cr. Spring Cr. EDU 500 Foundations of Sp. Ed. 3 EDU 510 Lang. Dev. & Learn. 3 EDU 511 Char.& Needs for MHS 3 EDU 512 Inst. Strat. EH 3 EDU 523 Cross Cultural Society 3 EDU 513 Inst. Strat. MR 3 EDU 524 Applied Linguistics 3 EDU 514 Inst. Strat. SLD 3 EDU 534 Classroom Behavior 3 EDU 521 Methods & Materials 3 **15 (ESOL) 15**

SUMMER (BETWEEN 4TH & 5TH YEAR) Cr. EDU 522 Curr. & Mat. Dev. ESOL 3 EDU 525 Testing & Eval for ESOL 3 **6**

FIFTH YEAR

Fall Cr. Spring Cr. EDU 561 Assessment of Ex. Stud. 3 EDU 570 Career Mgmt/Trans. 3 EDU 581 Student Teaching 9 EDU 582 Student Teaching 9 (Elem. School/Inclusion) **12** (Middle/High School **12** Special Education)

Neither admission to Lynn University nor registering as an education major constitutes admission as a Teacher Education major. In addition to the regular University admission, students are required to officially gain admittance to the Teacher Education Program. Students must make application September 15 or March 15 for admission to the Teacher Education Program for the following semester. Students should note any course prerequisites and be aware that many education courses require field experiences. Students transferring into the bachelor's degree program in Education must complete a practicum at Lynn University. Student teaching is the culminating phase of an education degree program. It is considered a

full time schedule which lasts for 14 weeks. Students should consult the Student Teaching Handbook for more details regarding student teaching.

COLLEGE OF HOSPITALITY, TOURISM AND RECREATION MANAGEMENT

VISION STATEMENT

To be a leading university in Hospitality, Tourism and Recreation Management, enhancing the practices of each discipline and preparing leaders to meet the challenges and needs of an evolving, multicultural, global society.

MISSION

The College of HTRM offers baccalaureate, and graduate degree programs. Programs are offered in the day, evening and graduate divisions through a variety of venues. We share a common commitment to academic excellence. We facilitate learning, practice, engage in scholarship, and provide University and community service (to organizations, professions, communities and evolving societies). We blend academic and career preparation to prepare our graduates to be equipped to manage change, and exercise leadership and service to meet the dynamic needs of the emerging global society for the 21st Century.

Our graduates:

ò -Leave with the knowledge, confidence, and competencies that are necessary to provide quality hospitality tourism and recreation management services

- Are prepared to meet the needs of the community
- Practice hospitality, tourism and recreation management services in an ethical, competent, equality focused, cost effective way
- Leave the University with the commitment to continue personal and professional growth through life-long learning

The College of HTRM was established in the Fall of 1991. Academic programs include a major in hospitality administration (B.S.H.A.) with specializations in Hotel, Food Service, and Resort Management; in International Hotel, and Tourism management; in International Golf Management, and in Sports Recreation Management. A B.P.S. in Hospitality Administration is also offered. The B.S.H.A. is offered in the day division program only. The B.P.S. is offered in the evening division program. Graduate degree programs include the MBA specialization in Hospitality Administration, and MBA in Sports Athletics Administration.

B.S.H.A.

Major: Hospitality Administration

Specialization: Hotel, Resort & Food Service Management

This program is offered in the day division program

CORE CURRICULUM REQUIREMENTS - (38-39 Credits)

ENG 101 English Composition I 3

ENG 102 English Composition II 3

MAT 105 Applied Math I **or** MAT 110 College Algebra 3

MAT 106 Applied Math II **or** MAT 221 Probability & Stats 3

COA 110 Public Forum 3

Science Elective (w/lab) 4

Science Elective (w/lab) 4

CMS 200 Introduction to Computer Applications 3

History **or** Behavioral Science Elective 3

IRPS 250 Geography and World Affairs 3

Humanities/Fine Arts Elective 3

Humanities/Fine Arts Elective 3

FRO 101 Freshman Seminar **OR** 1

TSR 101 Transfer Seminar *0

HOSPITALITY ADMINISTRATION MAJOR REQUIREMENTS - (57)

HA 100 Introduction to Hospitality & Tourism 3

HA 140 Front Office Operations 3

HA 163 Hospitality Employee Development 3

HA 201 Hospitality Financial Accounting 3

HA 215 Hospitality Computer Systems 3

HA 310 Hospitality Law 3

HA 311 Managerial Accounting for Hosp. 3
HA 332 International Study Tours 3
HA 350 MIS for the Hospitality Industry 3
HA 358 Hospitality Labor Relations 3
HA 355 Customer Service 3
HA 260 Food Service Operations I 1
HA 261 food service operations ii
HA 263 Food Service Operations III 4
HA 365 Hospitality Human Resource management 3
HA 375 Hospitality Strategic Marketing 3
HA 390 Hospitality Internship 3
HA 481 Hospitality Seminar 3
HA 490 Hospitality Internship 3

HOTEL, RESORT & FOOD SERVICE MANAGEMENT - (24 Credits)

HA 301 Resort Special /Topics 3
HA 322 Security Management 3
HA 343 Hospitality Purchasing 3
HA 347 Food Service Sanitation 3
HA 353 Hospitality Systems and Operations 3
HA 370 Group & Convention Management 3
Hospitality Elective (300+) 3

Hospitality Elective (300+) 3

TOTAL: 120 CREDITS

* Transfer Students may need one additional elective to satisfy the 120 credit requirement.

Hotel, Resort & Food Service Management

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

HA 100 Introduction to Hospitality & Tourism 3 HA 140 Front Office Operations 3
ENG 101 English Composition I 3 ENG 102 English Composition II 3 CMS 200
Introduction to Computer Applications 3 HA 163 Hospitality Employee Development
3 History **OR** Behav Sci 3 MAT 105 Applied Math **OR** MAT 110 Col. Alg 3
Humanities/Fine Arts 3 PS/IR 250 Geography and World Affairs 3 FRO 101
Freshman Seminar **OR** 1 **15** TSR 101 Transfer Seminar 0 **16**

SECOND YEAR

Fall Cr. Spring Cr.

HA 215 Hospitality Computer Systems 3 COA 110 Public Forum 3 Science Elective
(with lab) 4 Science Elective (with lab) 4 HA 322 Security Management 3
Humanities/Fine Arts 3 HA 375 Hospitality Strategic Mktg 3 HA 332 International
Study Tours 3 MAT 106 **OR** MAT 221 Prob & Stats 3 HA 301 Resort
Management 3 **16** **16**

THIRD YEAR

Fall Cr. Spring Cr.

HA 201 Hospitality Financial Acc. 3 HA 311 Mgmt Acct for Hosp. Ind. 3 HA 361 Food Service Operations I 1 HA 350 MIS for the Hosp. Ind. 3 HA 361 Food Service Operations II 4 HA 390 Hospitality Internship 3 HA 361 Food Service Operations III 4 HA 310 Hospitality Law 3 HA Elective (300+) 3 **12 15**

FOURTH YEAR

Fall Cr. Spring Cr.

HA 353 Hospitality Systems and Operations 3 HA 355 Customer Service 3 HA 343 Hospitality Purchasing 3 HA 365 Hospitality Human Resources Mgmt. 3 HA 370 Group & Convention Mgmt 3 HA 410 Leadership and Supervision 3 HA 490 Hospitality Internship 3 HA 481 Hospitality Seminar 3 HA Elective (300+) 3 HA 347 Food Service Sanitation 3 **15 15**

TOTAL CREDITS: 120

B.S.H.A.

Major: Hospitality Administration

Specialization: International Hotel & Tourism Management

This program is offered in the day division program

CORE CURRICULUM REQUIREMENTS - (38-39 Credits)

ENG 101 English Composition I 3

ENG 102 English Composition II 3

MAT 105 Applied Math I or MAT 110 College Algebra 3

MAT 106 Applied Math II or MAT 221 Probability & Stats 3

COA 110 Public Forum 3

Science Elective (w/lab) 4

Science Elective (w/lab) 4

CMS 200 Introduction to Computer Applications 3

History or Behavioral Science Elective 3

IRPS 250 Geography and World Affairs 3

Humanities/Fine Arts Elective 3

Humanities/Fine Arts Elective 3

FRO 101 Freshman Seminar **or** 1

TSR 101 Transfer Seminar *0

HOSPITALITY ADMINISTRATION MAJOR REQUIREMENTS - (57)

HA 100 Introduction to Hospitality & Tourism 3

HA 140 Front Office Operations 3

HA 163 Hospitality Employee Development 3

HA 201 Hospitality Financial Accounting 3

HA 215 Hospitality Computer Systems 3

HA 310 Hospitality Law 3

HA 311 Managerial Accounting for Hosp. 3

HA 332 International Study Tours 3
HA 350 MIS for the Hospitality Industry 3
HA 358 Hospitality Labor Relations 3
HA 355 Customer Service 3
HA 260 Food Service Operations I 1
HA 261 Food Service Operations II 4
HA 263 Food Service Operations III 4
HA 365 Hospitality Human Resource management 3
HA 375 Hospitality Strategic Marketing 3
HA 390 Hospitality Internship 3
HA 481 Hospitality Seminar 3
HA 490 Hospitality Internship 3

INTERN'L HOTEL & TOURISM MANAGEMENT - (24 Credits)

HA 332 International Study Tour 3
HA 370 Group Convention 3
HA 380 world touristic attractions 3
HA 385 Tourism Planning & Development 3
HA 410 Leadership and Supervision 3
International Elective 3
Hospitality Elective (300+) 3

Hospitality Elective (300+) 3

Total: 120 Credits

* Transfer Students may need one additional elective to satisfy the 120 credit requirement.

International Hotel & Tourism Management

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

HA 100 Introduction to Hospitality 3 HA 140 Front Office Operations 3

ENG 101 English Composition I 3 ENG 102 English Composition II 3

CMS 200 Intro. to Computer Apps. 3 HA 163 Hosp. Empl. Development 3

History **OR** Behav Sci Elec 3 MAT 105 **OR** 3

FRO 101 Freshman Seminar **OR** 1 MAT 110

TSR 101 Transfer Seminar 0_IRPS 250 Geography/World Affairs 3_Humanities/Fine Arts Elec. 3 **15_16**

SECOND YEAR

Fall Cr. Spring Cr.

HA 331 International Study Tour 3 COA 110 Public Forum 3 HA 332 International Study Tour 3 HA 215 Hosp. Computer Systems 3 International Elective 3 HA 361 Food Service Operations I 1 HA Elective 3 HA 362 Food Service Operations II 4 HA Elective 3 HA 363 Food Service Operations III 4 **15 15**

THIRD YEAR

Fall Cr. Spring Cr.

HA 358 Hospitality Labor Relations 3 HA 350 MIS for the Hosp. Ind. 3 MAT 221
Probability & Stats. **OR** 3 HA 390 Hospitality Internship 3 MAT 106 Applied Math.
SCI Science Elective (w/lab) 4 SCI Science Elective (w/lab) 4 HA 201 Hosp.
Financial Accounting 3 Humanities/Fine Arts Elec. 3 HA 370 Group
Conventions 3 HA 310 Hospitality Law 3 **16 16**

FOURTH YEAR

Fall Cr. Spring Cr.

HA 311 Mgmt. Acctng/Hosp. Ind 3 HA 481 Hospitality Seminar 3 HA 355 Customer
Service 3 HA 365 Hosp. Hum. Res. Mgmt. 3 HA 380 World Touristic Attractions 3
HA 385 Tourism Planning & Dev. 3 HA 490 Hospitality Internship 3 HA 410
Leadership & Supervision 3 HA 375 Hosp. Strategic Marketing 3 **12 15**

TOTAL CREDITS: 120

B.S.H.A.

Major: Hospitality Administration

Specialization: International Golf Management

CORE CURRICULUM REQUIREMENTS - (38-39 Credits)

ENG 101 English Composition I 3

ENG 102 English Composition II 3

MAT 105 Applied Math I or MAT 110 College Algebra 3

MAT 106 Applied Math II or MAT 221 Probability & Stats 3

COA 110 Public Forum 3

Science Elective (w/lab) 4

Science Elective (w/lab) 4

CMS 200 Introduction to Computer Applications 3

History or Behavioral Science Elective 3

IRPS 250 Geography and World Affairs 3

Humanities/Fine Arts Elective 3 Humanities/Fine Arts Elective 3

FRO 101 Freshman Seminar **or** 1

TSR 101 Transfer seminar *0

HOSPITALITY ADMINISTRATION MAJOR REQUIREMENTS - (57)

HA 100 Introduction to Hospitality & Tourism 3

HA 140 Front Office Operations 3

HA 163 Hospitality Employee Development 3

HA 201 Hospitality Financial Accounting 3

HA 215 Hospitality Computer Systems 3

HA 310 Hospitality Law 3

HA 311 Management Accounting for Hosp. 3

HA 332 International Study Tours 3

HA 350 MIS for the Hospitality Industry 3

HA 358 Hospitality Labor Relations 3

HA 355 Customer Service 3

HA 260 Food Service Operations I 1

HA 261 Food Service Operations II 4

HA 263 Food Service Operations III 4

HA 365 Hospitality Human Resource management 3

HA 375 Hospitality Strategic Marketing 3

HA 390 Hospitality Internship 3

HA 481 Hospitality Seminar 3

HA 490 Hospitality Internship 3

INTERNATIONAL GOLF MANAGEMENT - (24 Credits)

HA 160 Advanced Golf Skills I 3

HA 250 golf Seminar I 3

HA 270 Club Operation Management 3

HA 340 Advanced Golf Skills II 3

HA 360 Methods/Materials Teaching Golf 3

HA 446 sports & recreation Seminar 3

HA 455 Club Facilities Management 3

HA 485 Turf & Landscape Management 3

Total Credits 120

* Transfer Students may need one additional elective to satisfy the 120 credit requirement.

International Golf Management

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

HA 100 Introduction to Hospitality and Tourism 3 HA 140 Front Office Operations 3
ENG 101 English Composition I 3 ENG 102 English Composition II 3 HA 160
Advanced Golf Skills I 3 HA 163 Hosp. Empl. Development 3 History **OR** Behav Sci
Elec 3 MAT 105 **OR** MAT 110 Col. Algebra 3 Humanities/Fine Arts 3 IRPS 250
Geograph/World Affairs 3 FRO 101 Freshman Seminar **OR** 1 **15** TSR 101 Transfer
Seminar 0 **16**

SECOND YEAR

Fall Cr. Spring Cr.

CMS 200 Intro. to Computer Apps 3 COA 110 Public Forum 3 HA 250 Seminar I 3
HA 361 Food Service Operations I 1 MAT 221 Probability & Stats. 3 HA 362 Food
Service Operations II 4 HA 201 Hosp. Financial Accounting 3 HA 363 Food Service
Operations III 4 Science Elective (w/lab) 4 HA 215 Hosp. Computer System 3 **16 15**

THIRD YEAR

Fall Cr. Spring Cr.

HA 270 Club Operation Mgmt 3 HA 350 MIS for the Hosp. 3 HA 332 International
Study Tours 3 HA 390 Hospitality Internship 3 HA 358 Hosp. Labor Relations 3 HA

310 Hospitality Law 3 HA 360 Meth/Materials Teach. Golf 3 Science Elective
(w/lab) 4 HA 365 Hosp. Human Res. Mgmt. 3 **13 15**

FOURTH YEAR

Fall Cr. Spring Cr.

HA 311 Mgmt. Acctng/Hosp. Ind 3 HA 481 Hospitality Seminar 3 HA 340 Advanced
Golf Skills II 3 HA 460 Golf Seminar II 3 HA 490 Hospitality Internship 3 Hum/Fine
Arts Elec. 3 HA 455 Club Facilities Mgmt 3 HA 355 Customer Service 3 HA 375
Hosp. Strategic Marketing 3 HA 485 Turf & landscape Mgmt 3 **15 15**

TOTAL CREDITS: 120

B.S.H.A.

Major: Hospitality Administration
Specialization: Sports & Recreation Management

This program is offered in the day division program

CORE CURRICULUM REQUIREMENTS - (39 Credits)

ENG 101 English Composition I 3

ENG 102 English Composition II 3

MAT 105 Applied Math I or MAT 110 College Algebra 3

MAT 106 Applied Math II or MAT 221 Probability & Stats 3

COA 110 Public Forum 3

Science Elective (w/lab) 4

Science Elective (w/lab) 4

CMS 200 Introduction to Computer Applications 3

History or Behavioral Science Elective 3

IRPS 250 Geography and World Affairs 3

Humanities/Fine Arts Elective 3

Humanities/Fine Arts Elective 3

FRO 101 Freshman Seminar **OR** 1

TSR 101 Transfer Seminar *0

HOSPITALITY ADMINISTRATION MAJOR REQUIREMENTS - (57)

HA 100 Introduction to Hospitality & Tourism 3

HA 140 Front Office Operations 3

HA 163 Hospitality Employee Development 3

HA 201 Hospitality Financial Accounting 3

HA 215 Hospitality Computer Systems 3

HA 310 Hospitality Law 3

HA 311 Managerial Accounting for Hosp. 3

HA 332 International Study Tours 3

HA 350 MIS for the Hospitality Industry 3

HA 358 Hospitality Labor Relations 3

HA 355 Customer Service 3

HA 260 Food Service Operations I 1

HA 261 Food Service Operations II 4

HA 262 Food Service Operations III 4

HA 365 Hospitality Human Resource management 3

HA 375 Hospitality Strategic Marketing 3

HA 390 Hospitality Internship 3

HA 481 Hospitality Seminar 3

HA 490 Hospitality Internship 3

SPORTS & RECREATION MANAGEMENT - (24 Credits)

HA 125 Sports & Recreation Management 3

HA 218 Beginning Sports Skills - Golf 3

HA 216 Beginning Sports Skills - Tennis 3

HA 318 Advanced Sports Skills - Golf 3

HA 316 Advanced Sports Skills - Tennis 3

HA 326 Methods of Teaching Sports Skills 3

HA 416 Sports & Recreation Facilities 3

HA 446 Sports & Recreation Seminar 3

TOTAL CREDITS : 120

* Transfer Students may need one additional elective to satisfy the 120 credit requirement.

Sports & Recreation Management

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

HA 100 Intro. to Hosp. and Tourism 3 HA 140 Hosp. Front Office Operation 3

ENG 101 English Composition I 3 ENG 102 English Composition II 3

HA 125 Sports & Recreation HA 163 Hosp. Emp. Development 3 Management 3

MAT 105 Appld Math **or** MAT 110 Col. Algebra 3

Humanities/Fine Arts 3 IRPS 250 Geography and World Affairs 3

FRO 101 Freshman Seminar **OR** 1 **15**

TSR 101 Transfer Seminar 0

16

SECOND YEAR

Fall Cr. Spring Cr.

CMS 200 Intro. to Computer Apps 3 COA 110 Public Forum 3

HA 216 Beginning Sports Skills - Tennis 3 Science Elective (w/lab) 4

HA 201 Hospitality Financial Acctg 3 HA 215 Hosp. Industry Computer Systems 3

MAT 221 Probability & Statistics **or** HA 218 Beg Sports Skills - Golf 3 MAT 106
3 **13**

Science Elective (w/lab) 4

16

THIRD YEAR

Fall Cr. Spring Cr.

HA 311 Mgmt Acctg for Hosp. Ind. 3 HA 350 MIS for Hosp. 3

HA 332 International Study Tours 3 HA 390 Hospitality Internship 3

HA 353 Hosp. Systems and Operations 3 HA 355 Customer Service 3

HA 375 Hospitality Strategic Mktg 3 HA 365 Hosp. Human Res. Mgmt 3

HA 316 Adv Sports Skills - Tennis 3 HA 318 Adv Sports Skills - Golf 3

15 15

FOURTH YEAR

Fall Cr. Spring Cr.

HA 361 Food Service Operations I 1 HA 481 Hospitality Seminar 3

HA 362 Food Service Operations II 4 Humanities/Fine Arts 3

HA 363 Food Service Operations III 4 HA 446 Sports & rec. Seminars 3

HA 326 Methods of Teaching Sports Skills 3 HA 410 Hosp. Leadership & Supervision 3

HA 416 Sports & Recreation Facilities 3 HA 490 Hospitality Internship 3

15 15

TOTAL CREDITS - 120

BACHELOR OF PROFESSIONAL STUDIES (BPS) Major: Hospitality Administration

To meet the needs of adult students, the College of Hospitality, Tourism, and Resort Management offers the Bachelor of Professional Studies (BPS) with a major in Hospitality Administration. This degree recognizes the academic value of professional work experience and permits adult learners to earn up to thirty (30) credits through portfolio validation. The major in Hospitality Administration requires 30 credits. It is for those adults currently working in the hospitality, tourism, or recreational management industries.

Admission into the BPS: Hospitality Administration program is coordinated through the Center for Professional and Continuing Education and requires applicants have

either full-time four years work experience or an Associate Degree plus one year full-time work experience.

B.P.S.

Major: Hospitality Administration

Evening Division Program Only (Limited to Adult Students)
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 105 APPLIED MATH I (or MAT 110: COLLEGE ALGEBRA) 3 MAT 106
APPLIED MATH II (or MAT 221: PROBABILITY AND STATISTICS) 3 COA 110
PUBLIC FORUM 3 SCI SCIENCE ELECTIVE (WITH LAB) 4 SCI SCIENCE
ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY OR BEHAVIORAL SCIENCE ELECTIVE 3 HUM 302 ETHICS 3
HUMANITIES/FINE ARTS ELECTIVE 3

BACHELOR OF PROFESSIONAL STUDIES (BPS) (UP TO 31 CREDITS)

CED 198 PORTFOLIO SEMINAR 1 PORTFOLIO CREDITS *30

MAJOR REQUIREMENTS: HOSPITALITY ADMINISTRATION (30 CREDITS)

HA 100 Introduction to Hospitality & Tourism 3 HA 140 Front Office Operations 3
HA 163 Hospitality Employee Development 3 HA 201 Hospitality Financial
Accounting 3 HA 215 Hospitality Computer Systems 3 HA 311 Management
Accounting for Hospitality Industry 3 HA 322 Security management 3 HA 350 MIS

for the Hospitality Industry 3 HA 355 Customer Service 3 HA 481 Hospitality Seminar 3

ELECTIVES *(21 CREDITS)

ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3
ELECTIVE 3 ELECTIVE 3

TOTAL CREDITS 120

A tentative plan for portfolio and elective credits is established early in the program.

*45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core requirements, Portfolio Credits, HA credits and electives.

HUM 399 COMMUNITY AWARENESS OR HA 290, 390, or 490 HOSPITALITY INTERNSHIPS MAY BE USED FOR ANY ELECTIVES.

**Bachelor of Professional Studies (BPS)
Major: Hospitality Administration**

Evening Division Program Only

SUGGESTED PROGRAM:

Portfolio = 30 Credits

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug CMS 200 3 HIS/BEHAV SCI ELE 3
HUM/FINE ARTS ELECTIVE 3 MAT 106 (221) 3 ENG 101 3 ENG 102 3 MAT 105
(110) 3 COA 110 3 CED 198 1 HA 100 3 _ ELECTIVE* 3 Totals 7 9 6 9 31 Credits

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug HA 140 3 HA 201 3 ELECTIVE* 3 HA 322
3 HA 163 3 HIS/BEHAV SCI ELE 3 HA 215 3 SCI 4 _ _ HA 311 3 _ Totals 6 6 9 7

28 Credits

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug HA 350 3 HA 355 3 HA 481 3 ELECTIVE*
3 SCI 4 HUM 302 3 ELECTIVE* 3 ELECTIVE* 3 _
ELECTIVE 3 ELECTIVE* 3 _ Totals 7 9 9 6 31 Credits

Total Credits: 120

*45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of Core requirements, Portfolio Credits, HA credits and electives.

HUM 399 COMMUNITY AWARENESS OR HA 290, 390, or 490 HOSPITALITY INTERNSHIPS MAY BE USED FOR ANY ELECTIVES.

COLLEGE OF INTERNATIONAL COMMUNICATIONS

Mission of the College

The Lynn University Bachelor of Arts in Communications program focuses on the balance of providing academic and career experience in the fields of broadcasting, journalism, or international communications.

The state-of-the-art digital facility houses radio and television production, post production centers concentrating on studio production, field production, news production, 2-D and 3-D graphic animation, and linear and non-linear editing. The faculty provides educational experiences in producing, directing, writing, camera work, lighting, set design, editing, and on-air talent. The multimedia centers look to the future with web design and maintenance, business presentations, and interactive video. Lynn University prides itself in marriage of a strong Liberal Arts concentration and hands-on experience, best preparing students for the marketplace.

The program is aimed at students who seek education towards professional competence in print journalism, radio and television broadcasting, and global communication. The program also provides academic preparation towards graduate study in communication, media studies, and related disciplines. The degree program requires that all students participate in an internship experience. The College facilitates the placement of students in internship positions. These practical learning

experiences enable the students to work with media specialists in professional settings to enhance their employment potential upon graduation.

The College has one major degree program, B.A. in Communications, with three specializations.

-Broadcasting

-International Communications

-Journalism

Communication Major

In addition to providing strong liberal arts education and a discipline-specific theoretical foundation, the curriculum is intended to give direction to the creative expression of the students by offering a diversified technological expertise and practical training. The end result of the program is to educate the students to function as decision-makers and managers in the media industries.

Broadcasting Specialization

The students are provided academic and practical training in all creative and business functions of managing a radio station, a TV station, or a cable outfit. The course work covers both business and professional aspects of program development, production, advertising, and human resource management.

International Communications Specialization

To meet the challenges of globalization in communication and business, this specialization prepares the students to analyze, prepare, and deliver media messages for the international markets. A balance of course work in communication and business offers the students the tools to function as a decision makers in an international setting.

Journalism Specialization

Emphasizes the training in writing, design, and production of print media such as newspapers, magazines, PR materials, and press releases. The students acquire hands-on experience by working on the award-winning student newspaper and other university publications.

B.A.

Major: Communication

Specialization: Broadcasting

DEGREE REQUIREMENTS

Day Division Program Only

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MATHEMATICS ELECTIVE 3 MATHEMATICS ELECTIVE 3 COA 110 PUBLIC

FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE ELECTIVE (WITH LAB) 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 IRPS 150 CONTEMPORARY POLITICAL SCIENCE 3 SOC 110 INTRODUCTION TO SOCIOLOGY **OR**

psy 110 INTRODUCTION TO PSYCHOLOGY 3 HUM 101 INTRODUCTION TO HUMANITIES 3 HUM 221 INTRODUCTION TO PHILOSOPHY **OR** 301 CREATIVE THINKING 3 FRO 101 FRESHMAN SEMINAR **OR** 1 TSR 101 TRANSFER SEMINAR (Transfer Students) *0

MAJOR REQUIREMENTS: COMMUNICATION (36 CREDITS)

COA 101 FUNDAMENTALS OF COMMUNICATION 3 COA COI 111, 121, AND/OR 131 MASS MEDIA PRACTICUM 3 COA 120 INTRODUCTION TO JOURNALISM 3 COA 230 Film Studies 3 COA 325 WRITING FOR VISUAL/ELECTRONIC MEDIA 3 COA 340 ADVERTISING, WRITING AND DESIGN 3 COA 350 COMMUNICATION LAW AND ETHICS 3 COA 352 BROADCAST STUDIO PRODUCTION 3 COA 360 COMMUNICATION THEORIES 3 COA 370 AUDIO PRODUCTION 3 COA 435 COMMUNICATION MANAGEMENT 3 COA 480 DOMESTIC OR INTERNATIONAL SENIOR INTERNSHIP **OR** COA 480 (Students who specialize in International Communication will be required to take COI 481) 3

SPECIALIZATION REQUIREMENTS: BROADCASTING (15 CREDITS)

COA 371 VIDEO PRODUCTION 3 COA 450 ADVANCED BROADCASTING 3 COA 460 VIDEO EDITING 3 COA 490 COMMUNICATION SEMINAR 3 COI 450 INTERCULTURAL COMMUNICATION 3

RELATED REQUIREMENTS: BROADCASTING (12 CREDITS)

Ads 120 DESIGN I 3 ENG 310 CREATIVE WRITING 3 EXP 310 EXPRESSIVE STUDIES: DRAMA AS EXPRESSION 3 caP 105 ACTING 1 3

APPROVED ELECTIVES: BROADCASTING (SELECT 4 COURSES) (12 CREDITS)

ads 313 HIST.OF PHOTOGRAPHY & FILM PRINCIPLES ads 440 PHOTOGRAPHY OF INTERIORS ENG 320 WORLD DRAMA MKT 250 PRINCIPLES OF MARKETING ads 314 HIST.OF PHOTOGRAPHY & FILM CONCEPTS BUS 228 BUSINESS COMMUNICATION ENG 345 MULTICULTURAL LITERATURE MKT 350 ADVERTISING ads 330 COLOR PHOTOGRAPHY COA 311 NEWS WRITING AND REPORTING

ELECTIVES (6-7 CREDITS)* TOTAL CREDITS 120

*Transfer students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a one credit HUM 399 course, or taking any other elective.

B.A.
Major: Communication
Specialization: Broadcasting

Day Division Only

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 MAT Math Elective 3 MAT Math Elective 3 CMS 200 Intro. to Computer App. 3 COA 110 Public Forum 3 COA 101 Fundamentals of Comm 3 COA 230 Film Studies 3 SOC 110 Intro. to Sociology **or** 3 COA 325 Writing for Visual Media 3 PSY 150 Intro. to Psychology **15** FRO 101 Freshman Seminar or 1 TSR 101 Transfer Seminar *0 **15-16**

SECOND YEAR

Fall Cr. Spring Cr.

Science Elective 4 Science Elective 4 HUM 101 Intro. to Humanities 3 IRPS 150 Contemporary Pol. Sci. 3 ADS 120 Design I 3 HUM 221 Intro. to Philosophy **or** 3 COA 120 Intro. to Journalism 3 HUM 301 Creative Thinking COA 352 Broadcast Studio Production 3 COA 370 Audio Production 3 **16** COA 111,121, or 131 Practicum 3 **16**

THIRD YEAR

Fall Cr. Spring Cr.

CAP 105 Acting 3 ENG 310 Creative Writing 3 COA 350 Comm. Law and Ethics 3 COA 435 Communication Management 3 COA 371 Video Production 3 COA 450 Advanced Broadcasting 3 EXP 310 Creative Writing 3 COA 360 Communication Theories 3 Approved Elective 3 Approved Elective 3 **15 15**

FOURTH YEAR

Fall Cr. Spring Cr.

COA 340 Advertising Writing & Design 3 COA 499 Communication Seminar 3 COA 460 Video Editing 3 COA 480 Domestic Senior Internship **or** 3 COI 450 Intercultural Communication 3 COI 481 International Senior Internship Approved Elective 3 Approved Elective 3 Free Elective 3Free Elective *3-4 **15 12-13**

Total Credits: 120

*Transfer students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a one credit HUM 399 course, or taking any other elective.

B.A.

Major: Communication

Specialization: International Communications

DEGREE REQUIREMENTS

Day Division Program Only

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MATHEMATICS ELECTIVE 3 MATHEMATICS ELECTIVE 3 COA 110 PUBLIC
FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE ELECTIVE (WITH

LAB) 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 IRPS 150
CONTEMPORARY POLITICAL SCIENCE 3 SOC 110 INTRODUCTION TO
SOCIOLOGY **OR** 3
PSY 150 INTRODUCTION TO PSYCHOLOGY HUM 101 INTRODUCTION TO
HUMANITIES 3 HUM 221 INTRODUCTION TO PHILOSOPHY **OR** 3 301
CREATIVE THINKING FRO 101 FRESHMAN SEMINAR **OR** 1 TSR 101
TRANSFER SEMINAR (Transfer Students) *0

MAJOR REQUIREMENTS: COMMUNICATION (36 CREDITS)

COA 101 FUNDAMENTALS OF COMMUNICATION 3 COA COI 111, 121,
AND/OR 131 PRACTICUM 3 COA 120 INTRODUCTION TO JOURNALISM 3
COA 230 FILM STUDIES 3 COA 325 WRITING FOR VISUAL/ELECTRONIC
MEDIA 3 COA 340 ADVERTISING, WRITING AND DESIGN 3 COA 350
COMMUNICATION LAW AND ETHICS 3 COA 352 BROADCAST STUDIO
PRODUCTION 3 COA 360 COMMUNICATION THEORies 3 COA 370 AUDIO
PRODUCTION 3 COA 435 COMMUNICATION MANAGEMENT 3 COA 480
DOMESTIC OR INTERNATIONAL SENIOR INTERNSHIP **OR** 3 COI 481
(Students who specialize in International Communication will be required to take COI
481)

SPECIALIZATION REQUIREMENTS: INTERNATIONAL COMMUNICATION (15 CREDITS)

COI 102 INTRODUCTION TO INTERNATIONAL MASS MEDIA 3 COI 320
INTERNATIONAL MASS COMMUNICATION 3 COI 430 INTERNATIONAL
FILM HISTORY 3 COI 450 INTERCULTURAL COMMUNICATION 3 COI 475
SENIOR INTERNATIONAL COMMUNICATION PROJECT 3

RELATED REQUIREMENTS: INTERNATIONAL COMMUNICATION (12 CREDITS)

IRPS 350 COMPARATIVE POLITICS 3 IRPS 475 CONTEMPORARY INTERNATIONAL RELATIONS 3 FOREIGN LANGUAGE I 3 FOREIGN LANGUAGE II 3

APPROVED ELECTIVES: INTERNATIONAL COMMUNICATION (SELECT 4 COURSES) (12 CREDITS)

COA 371 VIDEO PRODUCTION ENG 345 MULTICULTURAL LITERATURE IRPS 330 POLITICS OF DEVELOPMENT COA 440 PUBLIC RELATIONS HIS 320 LATIN AMERICAN HISTORY IRPS 395 GOVERNMENT AND POLITICS OF JAPAN COA 450 ADVANCED BROADCASTING IRPS 325 INTERNATIONAL DIPLOMACY IRPS 470 U.S. FOREIGN POLICY

ELECTIVES (6-7 CREDITS)* TOTAL CREDITS 120

*Transfer students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a one credit HUM 399 course, or taking any other elective.

B.A.
Major: Communication
Specialization: International Communications

Day Division
SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 Math Elective
3 Math Elective 3 CMS 200 Intro. to Computer App. 3 COA 110 Public Forum 3
COA 101 Fundamentals of Comm 3 COA 230 Film Studies 3 COI 102 Intro. to Int'l
Mass Media 3 COA 325 Writing for Visual Media 3 FRO 101 Freshman
Seminar **or** 1 **15** TSR 101 Transfer Seminar *0 **15-16**

SECOND YEAR

Fall Cr. Spring Cr.

Science Elective 4 Science Elective 4 HUM 101 Intro. to Humanities 3 IRPS 150
Contemporary Pol. Sci. 3 SOC 110 Intro. to Sociology **or** 3 HUM 221 Intro. to
Philosophy **or** 3 PSY 150 Intro. to Psychology HUM 301 Creative Thinking COA 120
Intro. to Journalism 3 COA 370 Audio Production 3 COA 352 Broadcast Studio
Production 3 COA 111,121, or 131 Practicum 3 **16 16**

THIRD YEAR

Fall Cr. Spring Cr. COA 450 Intercultural Comm. 3 COI 430 Int'l Film History 3
COI 320 International Mass Comm 3 COA 435 Communication Management 3 IRPS
350 Comparative Politics 3 Approved Elective 3 COA 350 Comm. Law and Ethics 3
COI 360 Communication Theories 3 Foreign Language I 3 Foreign Language
II 3 **15 15**

FOURTH YEAR

Fall Cr. Spring Cr. COA 340 Advertising Writing & Design 3 COI 481 Intern. Senior Internship 3 COI 475 Senior Intern. Comm. Project 3 Approved Elective 3 IRPS 475 Contemp. Intern. Relations 3 Approved Elective 3 Approved Elective 3 Free Elective 3-4 Free Elective 3 **12-13 15**

Total Credit hours: 120

*Transfer Students may need an additional elective credit to satisfy the 120 credit requirement, which may be satisfied by enrollment in an additional credit of COI 111/121/131 or HUM 399 or transfer.

45 Upper division Credit hours (300+ level) are required.

B.A.

Major: Communication

Specialization: Journalism

DEGREE REQUIREMENTS

Day Division Program Only

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MATHEMATICS ELECTIVE 3 MATHEMATICS ELECTIVE 3 COA 110 PUBLIC
FORUM 3 SCIENCE ELECTIVE (WITH LAB) 4 SCIENCE ELECTIVE (WITH
LAB) 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 IRPS 150
CONTEMPORARY POLITICAL SCIENCE 3 SOC 110 INTRODUCTION TO
SOCIOLOGY **OR** PSY INTRODUCTION TO PSYCHOLOGY 3 HUM 101
INTRODUCTION TO HUMANITIES 3 HUM 221 INTRODUCTION TO
PHILOSOPHY **OR** 301 CREATIVE THINKING 3 FRO 101 FRESHMAN
SEMINAR **OR** 1 TSR 101 TRANSFER SEMINAR (Transfer Students) *0

MAJOR REQUIREMENTS: COMMUNICATION (36 CREDITS)

COA 101 FUNDAMENTALS OF COMMUNICATION 3 COA COI 111, 121, AND/OR 131 MASS MEDIA PRACTICUM 3 COA 120 INTRODUCTION TO JOURNALISM 3 COA 230 FILM STUDIES 3 COA 325 WRITING FOR VISUAL/ELECTRONIC MEDIA 3 COA 340 ADVERTISING, WRITING AND DESIGN 3 COA 350 COMMUNICATION LAW AND ETHICS 3 COA 352 BROADCAST STUDIO PRODUCTION 3 COA 360 COMMUNICATION THEORIES 3 COA 370 AUDIO PRODUCTION 3 COA 435 COMMUNICATION MANAGEMENT 3 COI 480 DOMESTIC OR INTERNATIONAL SENIOR INTERNSHIP **OR** 3 COI 481 (Students who specialize in International Communication will be required to take COI 481)

SPECIALIZATION REQUIREMENTS: JOURNALISM (15 CREDITS)

COA 220 PHOTO JOURNALISM 3 COA 311 NEWS WRITING AND REPORTING 3 COA 440 PUBLIC RELATIONS 3 COA 475 SENIOR COMMUNICATION PROJECT 3 COA 490 COMMUNICATION SEMINAR: NEWS REPORTING 3

RELATED REQUIREMENTS: JOURNALISM (6 CREDITS)

CMS 320 DESKTOP PUBLISHING 3 ENG 310 CREATIVE WRITING 3
APPROVED ELECTIVES:

JOURNALISM (SELECT 6 COURSES) (18 CREDITS)

ADS 225 Desktop Publishing (Quark) COA 460 VIDEO EDITING ENG 372
ADVANCED EXPOSITION IRPS 470 U.S. FOREIGN POLICY COA 371 VIDEO

PRODUCTION COA 470 PRESENTATION DESIGN AND TECHNIQUES ENG
410 BIOGRAPHY AND AUTOBIOGRAPHY IRPS 475 CONTEMPORARY
INTERNATIONAL RELATIONS COA 450 ADVANCED BROADCASTING ENG
345 MULTICULTURAL LITERATURE IRPS 330 POLITICS OF DEVELOPMENT

ELECTIVES (6-7 CREDITS)*

TOTAL CREDITS 120

*Transfer students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a one credit HUM 399 course, or taking any other elective.

B.A.
Major: Communication
Specialization: Journalism

Day Division

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 Math Elective
3 Math Elective 3 CMS 200 Intro. to Computer App. 3 COA 110 Public Forum 3
COA 101 Fundamentals of Comm 3 COA 230 Film Studies 3 SOC 110 Intro. to
Sociology **or** 3 COA 325 Writing for Visual Media 3 PSY 150 Intro. to
Psychology **15** FRO 101 Freshman Seminar **or** 1 TSR 101 Transfer Seminar *0 **15-16**

SECOND YEAR

Fall Cr. Spring Cr. Science Elective 4 Science Elective 4 HUM 101 Intro. to Humanities 3 IRPS 150 Contemporary Pol. Sci. 3 COA 220 Photojournalism 3 HUM 221 Intro. to Philosophy **or** 3 COA 120 Intro. to Journalism 3 HUM 301 Creative Thinking COA 352 Broadcast Studio Production 3 COA 370 Audio Production 3 **16** COA 111,121, or 131 Practicum 3 **16**

THIRD YEAR

Fall Cr. Spring Cr. CMS 320 Desktop Publishing 3 COA 311 News Writing & Reporting 3 COA 350 Comm. Law and Ethics 3 COA 435 Communication Management 3 Approved Elective 3 ENG 310 Creative Writing 3 Approved Elective 3 COI Comm. Elective 3 Approved Elective 3 Free Elective 3 **15 15**

FOURTH YEAR

Fall Cr. Spring Cr. COA 340 Advertising Writing & Design 3 COA 490 Comm. Seminar 3 COA 440 Public Relations 3 COA 480 Domestic Senior Internship **or** 3 COA 475 Senior Comm. Project 3 COI 481 International Senior Internship Approved Elective 3 Approved Elective 3 Approved Elective 3 Free Elective 3 **15 12-13**

Total Credit hours: 120

*Transfer students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a one credit HUM 399 course, or taking any other elective.

COLLEGE OF SCIENCE AND HEALTH

Vision Statement

To be a leading university in science and interdisciplinary health and human service education, enhancing the practices of each discipline and preparing leaders to meet the challenges and needs of an evolving, multicultural, global society.

Mission:

The College of Science and Health (CSH) offers science courses to support the undergraduate core curriculum and majors that have science requirements beyond the core; degree programs at the associate, baccalaureate, and graduate levels; and certificate programs. Curricula are offered in the day, evening and graduate divisions through a variety of venues. Members of the CSH share a common commitment to academic excellence. We facilitate learning, practice and engage in scholarly activity, and provide University and community service (to organizations, professions, communities and evolving societies).

Educational experiences promote: depth and breadth of knowledge in a discipline or group of disciplines; development of academic skills; cultivation of values and ethical consciousness; awareness of diverse cultures, international perspectives, and contemporary and future issues; and, opportunities for study abroad. We blend academic and career preparation to prepare our graduates to be equipped to manage change, to meet the dynamic needs of the emerging global society of the 21st Century.

Our educational purpose is for graduates to: (1) Leave with the knowledge, confidence, and competencies necessary for biological or other scientific fields and health and human service careers; (2) Practice in an ethical, competent, equality-focused, cost-effective way; (3) Be prepared for positions of responsibility and leadership as productive global citizens; and (4) Leave the University with a commitment to continue personal and professional growth through life-long learning.

BIOLOGY PROGRAM

BACHELOR OF SCIENCE IN BIOLOGY

The Bachelor of Science in Biology is a program designed for students whose career goals generally involve further professional education beyond the bachelor's degree. These careers include but are not limited to allopathic, osteopathic, dental, veterinary, and podiatric medicine; pharmacy, physical therapy, occupational therapy, optometry, chiropractor, physician's assistant, environmental science/health, and positions in research, education, and industry. The Bachelor of Science in Biology is offered on a semester basis, as a day division undergraduate program.

The biology program also offers the Bachelor of Science in Biology Completion Program for Physical Therapist Assistants (PTA). This program is designed to meet the needs of Licensed Physical Therapist Assistants with an A.S. degree or students currently enrolled in a Physical Therapist Assistant Program leading toward the A.S. degree. This biology major curriculum is offered on a semester basis (as a day division undergraduate program) and on a term basis (as an evening division program).

BACHELOR OF SCIENCE: MAJOR BIOLOGY

Day Division Programs: These are offered on the 15 week semester schedule. Tuition and fees follow the Day Division Full-time Undergraduate Program. The 4-Year BS in Biology and the B.S. in Biology Completion Program for Physical Therapist Assistants are offered in the day division.

Evening Division Programs: These are offered on the evening division schedule to eligible adult students during accelerated terms. The Evening Division tuition and fees apply. Only the B.S. in Biology Completion Program for Physical Therapist Assistants is offered in the evening division.

ADMISSION, PROGRESSION, AND GRADUATION REQUIREMENTS

Requirements for Admission for the BS in Biology

Four-Year BS in Biology (Day Division Program)

- Satisfy admission requirements to Lynn University.
- If possible, schedule a personal interview and advising session with the Biology Program Coordinator

B.S. in Biology Completion Program for Physical Therapist Assistants (Day and Evening Division Program)

- Contact the Director of the PTA Program for an application and assistance in determining eligibility as an adult student or full-time undergraduate student.
- The application is returned to the Director of the PTA Program with a non-refundable application fee.
- The PTA Director coordinates co-advisement with the Biology Program Coordinator and is responsible for verifying PTA credits.

- Submit all appropriate official transcripts (HS, GED, Higher Ed, Foreign with evaluation, CLEP, TOEFL) to PTA Program Director.

Conditional Admission: While awaiting transcripts, catalog descriptions on selected courses, special communications from colleges, students may be admitted on a conditional basis for one semester or two terms.

Requirements for Progression for the BS in Biology

- Maintain a cumulative grade point average of 2.0 (on a 4.0 scale).
- Complete all courses with a grade of "C" or higher
- A maximum of two science courses may be repeated in the Biology Major

Requirements for Graduation for the BS in Biology:

- Completion of all required coursework for the biology major with a grade of "C" or higher.
- Students in the B.S. Biology Completion Program for Physical Therapist Assistants must also complete (or have completed) requirements for the A.S. degree, Physical Therapist Assistant.

**B.S.
Major: Biology
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 MAT 221 STATISTICS 3 CMS 200
INTRODUCTION TO COMPUTER APPLICATIONS 3 COA 110 PUBLIC
FORUM 3 SCI 130 GENERAL CHEMISTRY I AND LAB 4 SCI 131 GENERAL
CHEMISTRY II AND LAB 4 PSY 150 INTRODUCTION TO PSYCHOLOGY 3
HISTORY/BEHAVIORAL SCIENCE ELECTIVE 3 HUMANITIES/FINE ARTS
ELECTIVE 300+ 3 HUM 300+ ELECTIVE 3 FRO 101 FRESHMAN
SEMINAR **or** 1 TSR 101 TRANSFER SEMINAR *0

MAJOR REQUIREMENTS: BIOLOGY (31 CREDITS)

SCI 110 THE BIOLOGICAL WORLD AND LAB 4 SCI 111 BIOLOGICAL
PATTERN AND PROCESS AND LAB 4

SCI 260 human anatomy physiology i lab 4

SCI 261 HUMAN ANATOMY AND PHYSIOLOGY II AND LAB 4 SCI 230
ENVIRONMENTAL STUDIES AND LAB **OR** **4 SCI 360 ECOLOGY AND LAB
SCI 325 MICROBIOLOGY AND LAB 4 SCI 450 GENETICS AND LAB 4 SCI 490
BIOLOGY SENIOR SEMINAR 3

RELATED REQUIREMENTS: (20 CREDITS)

MAT 320 METHODS OF CALCULUS 4 SCI 350 PHYSICS I AND LAB 4 SCI 351
PHYSICS II AND LAB 4 SCI 390 ORGANIC CHEMISTRY I AND LAB 4 SCI 391
ORGANIC CHEMISTRY II AND LAB 4

ELECTIVES (APPROVED BY MAJOR ADVISOR): (30-31 CREDITS)**

ELECTIVE (300+) 3 ELECTIVE (300+) 4 ELECTIVE (300+) **4 ELECTIVE *3-4
ELECTIVE 4 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 **TOTAL
CREDITS 120**

*Transfer Students may need an additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 1 credit HUM 399 course, or taking a 4 credit elective instead of a 3 credit elective.

**45 Upper division credits (300+ level) are required.

**Bachelor of Science
Biology
Day Division
SUGGESTED PROGRAM:**

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Comp. I 3 ENG 102 English Comp. II 3 SCI 110 Biological World
4 SCI 111 Biological Pattern/Process 4 HUM/Fine Arts Elective 3 PSY 150 Intro. to
Psychology 3 Elective 3 CMS 200 Intro. To Computers 3 FRO 101 Freshman
Seminar **or** 1 MAT 110 College Algebra 3 TSR 101 Transfer Seminar *0 **16 13-14**

SECOND YEAR

Fall Cr. Spring Cr.

SCI 260 Anatomy/Physiology I 4 SCI 261 Anatomy/Physiology II 4 SCI 130
Chemistry I 4 SCI 131 Chemistry II 4 HIS/BEH SCI Elective 3 SCI 230 Intro to

Environmental Studies or SCI 350 Ecology 4 MAT 221 Statistics 3 COA 110 Public Forum 3 **14 15**

THIRD YEAR

Fall Cr. Spring Cr. SCI 350 Physics I 4 SCI 351 Physics II 4 SCI 390 Organic Chemistry I 4 SCI 391 Organic Chemistry II 4 MAT 320 Methods of Calculus 4 Elective 300+ *3-4 Elective 3 HUM Elec 300+ 3 **15 14-15**

FOURTH YEAR

Fall Cr. Spring Cr. SCI 450 Genetics 4 SCI 490 Biology Senior Seminar 3 ** Elective 100+ or 300+ 4 SCI 325 Microbiology 4 Elective 300+ 4 Elective 300+ 3 Elective 4 Elective 3 **16 Elective 3 16 120 Total Credits**

*Transfer Students may need one additional elective credit to satisfy the 120 credit requirement. This may be satisfied by transfer of an additional elective, enrolling in a 1 credit HUM 399 course, or taking a 4 credit elective instead of a 3 credit elective.

**45 Upper division credits (300+ level) are required.

B.S.

**Major: Biology/Completion Program for the Physical Therapist Assistant (PTA)
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

Core Requirements (PTA A.S.) (22 Credits)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT 110 COLLEGE ALGEBRA 3 CMS 200 INTRODUCTION TO COMPUTER
APPLICATIONS 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3 SCI 130
GENERAL CHEMISTRY I AND LAB 4 HUM ELECTIVE (300+) 3

Additional Core Requirements (B.S. Biology) (16 credits)

COA 110 PUBLIC FORUM 3 MAT 221 probability and STATISTICS 3 SOC
110 INTRODUCTION TO SOCIOLOGY 3 SCI 131 GENERAL CHEMISTRY II
AND LAB 4 HUM/FINE ARTS ELECTIVE (300+) 3

MAJOR REQUIREMENTS: (B.S. BIOLOGY) (31 CREDITS)

SCI 110 THE BIOLOGICAL WORLD AND LAB 4 SCI 111 BIOLOGICAL
PATTERN AND PROCESS AND LAB 4 SCI 260 HUMAN
ANATOMY/PHYSIOLOGY I AND LAB 4 SCI 261 HUMAN ANATOMY AND
PHYSIOLOGY II AND LAB 4 SCI 325 MICROBIOLOGY AND LAB 4 SCI 360
ECOLOGY AND LAB 4 SCI 450 GENETICS AND LAB 4 SCI 490 BIOLOGY
SENIOR SEMINAR 3

RELATED REQUIREMENTS (B.S. BIOLOGY) (20 CREDITS)

MAT 320 METHODS OF CALCULUS 4 SCI 350 PHYSICS I AND LAB 4 SCI 351
PHYSICS II AND LAB 4 SCI 390 ORGANIC CHEMISTRY I AND LAB 4 SCI 391
ORGANIC CHEMISTRY II AND LAB 4

APPROVED ELECTIVES (31 CREDITS)

Approved by PTA Director (27 credits)

LOWER DIVISION (100-200) PTA COURSES *27

Approved by Biology Advisor (4 credits)

ELECTIVES (300+) **4

TOTAL CREDITS 120 *Students in the B.S. Biology Completion Program for PTA must also complete requirements for the A.S. degree, Physical Therapist Assistant

**45 Upper division credits (300+ level) are required.

**B.S. in Biology
Completion Program for the Physical Therapist Assistant (PTA)**

Day Division

SUGGESTED PROGRAM

THIRD YEAR

Fall Cr. Spring Cr.

SCI 110 Biological World 4 SCI 111 Biological Pattern/Process 4 SCI 130 Chemistry I *4 SCI 131 Chemistry II 4 MAT 221 Statistics 3 MAT 320 Methods of Calculus 4 MAT 110 College Algebra *3 SCI 360 Ecology 4 **14 16**

Summer Cr.

COA 110 Public Forum 3 HUM (300+) *3 HUM/FINE ART (300+) 3 **9**

FOURTH YEAR

Fall Cr. Spring Cr. SCI 350 Physics I 4 SCI 351 Physics II 4 SCI 390 Organic Chemistry I 4 SCI 391 Organic Chemistry II 4 SCI 450 Genetics 4 SCI 490 Biology Senior Seminar 3 Electives 300 + 4 SCI 325 Microbiology 4 **16 15**

120 Total Credits

Evening Division

SUGGESTED PROGRAM

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

SCI 110 4 SCI 111 4 MAT 320 4 COA 110 3 SCI 130 *4 SCI 131 4 SCI 360 4 MAT 110 *3 MAT 221 3 **8 8 6 11 FOURTH YEAR**

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug SCI 390 4 SCI 391 4 SCI 490 3 HUM/ 3 SCI 350 4 SCI 351 4 HUM 300+ *3 FINE ARTS 300+

SCI 450 4 SCI 325 4 6 Elective 300+ 4 12 12 7 Some science courses may be offered on semester basis; however Evening Division tuition and fees apply. **Total Credits 120**

*If not taken as part of the PTA program, a sequence is shown

BS in Biology Completion Program for Physical Therapist Assistants (PTA)

Pre-requisites or Equivalent applied to the BS in Biology: A.S. degree, PTA Major, including Physical Therapist Assistant Courses (up to 27 PTA credits or equivalents)

Core Curriculum Requirements (A.S PTA. degree): ENG 101-102; MAT 110; PSY 150; CMS 200; SOC 110; Humanities Elective (300+); SCI 130;

Biology courses: SCI 260-261;

FUNERAL SERVICE EDUCATION PROGRAMS **Purpose of the Funeral Service Education Programs**

In 1982, Lynn University was the first private, four year institution in the country to offer a two-year Associate of Science Degree in Funeral Service (ASFS). The associate degree program is designed to provide the foundations for entry level positions in Funeral Service. In addition to the AS in Funeral Service, students may now choose a combined 4-year degree program. Upon completion of the 4 year program, the student will receive an Associate of Science in Funeral Service and a Bachelor of Science in Business Administration, with a specialization in Business Management (ASFS/BSBA). Finally, licensed funeral directors/embalmers who completed an associate degree in Funeral Service may enroll in the "BSBA Completion Program for Funeral Directors/Embalmers."

The central aim of funeral service education is the recognition of the importance of funeral service personnel as (1) members of a human service profession, (2) members of the community in which they serve, and (3) participants in the relationship between bereaved families and those engaged in the funeral service profession, (4) professionals knowledgeable of and compliant with federal, state, and local regulatory guidelines, as well as (5) professionals sensitive to the responsibility for public health, safety, and welfare in caring for human remains (from ABFSE, April 1997, p.8-3).

Since the licensure requirements for each State vary, students must contact their individual State for its specific requirements. Updated information may be obtained in the library.

ASSOCIATE OF SCIENCE IN FUNERAL SERVICE (ASFS)

This program is offered on the 15-week semester schedule. Eligible adult students may qualify for a special funeral service student tuition and fee rate. Tuition and fees for all other students follow the Day Division Full-Time Undergraduate Program.

ADMISSION, PROGRESSION AND GRADUATION REQUIREMENTS (ASFS)

Lynn University offers the Associate of Science in Funeral Service. Completion of this degree does not guarantee licensure. Students must take the National Board examination and it is their responsibility to ascertain State requirements for licensing.

Requirements for Admission to the A.S. in Funeral Service

- Contact the Director of the Funeral Service Program for an application. The Director will assist in determining eligibility as a FSE adult student or full-time undergraduate and provide the appropriate application. The application is returned to the Director of the Funeral Service program, with a non-refundable application fee and all appropriate official transcripts (HS, GED, Higher Ed, Foreign with Evaluation, CLEP, TOEFL).
- Satisfy Admission requirements to the University and to the ASFS Program.

Requirements for Progression for the A.S. in Funeral Service

- Maintain a cumulative grade point average of 2.0 (on a 4.0 scale).
- Complete all FSE courses with a grade of "C" or higher
- A maximum of two FSE courses may be repeated in the program

Requirements for Graduation for the A.S. in Funeral Service

- J- Completion of all required FSE courses with a grade of "C" or higher.
- Complete all program requirements for the A.S. in Funeral Service
- A student failing to complete requirements within 7 years of the date of enrollment in this program at Lynn University, may be held to any new requirements in effect.

A.S.F.S.

Major: Funeral Service_DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (22-23 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
SOC 110 INTRODUCTION TO SOCIOLOGY 3 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 SCI 270 HUMAN ANATOMY & PHYSIOLOGY
I W/ LAB FOR FUNERAL SERVICE* 4 HUM 302 ETHICS 3 MAT 105 APPLIED
MATH 3 FRO 101 FRESHMAN SEMINAR **or** 1 TSR 101 TRANSFER SEMINAR
0

MAJOR REQUIREMENTS (33 CREDITS)

FSE 101 HISTORY OF FUNERAL SERVICE 2 FSE 131 PRINCIPLES OF
FUNERAL SERVICE 2 FSE 150 FUNERAL SERVICE
CHEMISTRY/SANITATION 3 FSE 210 THANATOLOGY, GRIEF, AND
BEREAVEMENT COUNSELING 3 FSE 215 COMPUTER APPLICATIONS FOR
FUNERAL SERVICE 1 FSE 220 FUNERAL SERVICE LAW 1 FSE 240 FUNERAL
HOME MANAGEMENT 3 FSE 252 MICROBIOLOGY/PATHOLOGY 3 FSE 263
EMBALMING 6 FSE 270 RESTORATIVE ART 4 FSE 281 FUNERAL SERVICE
SEMINAR 2 FSE 291 FUNERAL SERVICE PRACTICUM 3

RELATED REQUIREMENTS (19 CREDITS)

BUS 312 BUSINESS LAW I 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3
ACC 201 FINANCIAL ACCOUNTING 3 BUS 310 INTRODUCTION TO SMALL
BUSINESS MANAGEMENT 3 COA 110 PUBLIC FORUM 3 SCI 271 HUMAN
ANATOMY & PHYSIOLOGY II W/ LAB FOR FUNERAL SERVICE* 4 **TOTAL
CREDITS* 74-75**

*Students who wish to transfer SCI 270 and 271 from another institution must
successfully complete a challenge exam.

A.S. in Funeral Service

Day Division Program Only

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 SOC 110 Intro. To Sociology 3 PSY 150 Intro. To Psychology 3 SCI 270 Anatomy and Physiology I 4 MAT 105 Applied Math 3 FSE 101 History of Funeral Svc. 2 FSE 150 Fun. Svc. Chem/Sanitation 3 FSE 131 Prin. of Funeral Svc. 2 SCI 271 Anatomy and Physiology II 4 COA 110 Public Forum 3 **16** FRO 101 Freshmen Seminar **or** 1 TSR 101 Transfer Seminar 0 **17-18**

Summer Cr. CMS 200 Intro Computer Applications 3 BUS 312 Business Law I 3
ACC 201 Financial Accounting 3 **9 SECOND YEAR**

Fall Cr. Spring Cr.

HUM 302 Ethics 3 FSE 240 Funeral Home Mgmt. 3 FSE 252 Microbiology/Pathology 3 FSE 270 Restorative Art 4 FSE 263 Embalming 6 FSE 291 Funeral Svc. Practicum 3 FSE 210 Thanatology, Grief, and Bereavement Counseling 3 FSE 281 Funeral Svc. Seminar 2 FSE 220 Funeral Svc. Law 1 FSE 215 Computer App. For Fun. Svc 1 **16** BUS 310 Intro. to Small Bus. Mngt. 3 **16**

Total Credits: 74-75

**The 4-year Combined Degree Program:
A.S.F.S./B.S.B.A.**

**ASSOCIATE OF SCIENCE IN FUNERAL SERVICE & BACHELOR OF
SCIENCE IN BUSINESS ADMINISTRATION WITH A SPECIALIZATION IN
BUSINESS MANAGEMENT**

This combined degree program is a day division Full-Time undergraduate program. It is offered on the 15-week semester schedule. In this program, students are co-advised by the College of Business and the Funeral Service Education (FSE) program. Your FSE advisor will coordinate co-advisement. Tuition and fees for all students follow the Day Division Full-Time Undergraduate Program.

Students enrolled in the combined degree program: A.S. in Funeral Service and B.S.B.A (Business Administration major, with a specialization in Management) must meet all Admission, Progression, and Graduation Requirements for the A.S. in Funeral Service.

Please review the Admission, Progression, and Graduation requirements for the A.S.F.S. described in the previous section.

Please review the College of Business section of this catalog for information about the B.S.B.A.

**4-year Combined Degree Program
A.S.F.S./B.S.B.A.**

**Major: Funeral Service and
B.S.B.A. Major: Business Administration, Specialization: Business Management
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

__ ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II
3 MAT 110 COLLEGE ALGEBRA 3 BUS 322 STATISTICS FOR BUSINESS AND
ECONOMICS 3 COA 110 PUBLIC FORUM 3 SCI 270 HUMAN ANATOMY AND
PHYSIOLOGY I AND LAB FOR FUNERAL SERVICE* 4 SCI 271 HUMAN
ANATOMY AND PHYSIOLOGY II AND LAB FOR FUNERAL SERVICE* 4
CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 SOC 110
INTRODUCTION TO SOCIOLOGY 3 PSY 150 INTRODUCTION TO
PSYCHOLOGY 3 HUMANITIES/FINE ARTS ELECTIVE 300+ 3 HUM 302
ETHICS 3 FRO 101 FRESHMAN SEMINAR **or** 1 TSR 101 TRANSFER SEMINAR
0

**MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (36
CREDITS)** ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3

BUS 171 MACROECONOMICS 3 BUS 250 PRINCIPLES OF MANAGEMENT 3
BUS 228 BUSINESS COMMUNICATION 3 BUS 311 CORPORATE FINANCE 3
BUS 312 BUSINESS LAW I 3 CMS 315 MANAGEMENT INFORMATION
SYSTEMS 3 BUS 445 ENTERPRISE/ENTREPRENEURSHIP/ETHICS 3 BUS 455
INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3 MKT 250
PRINCIPLES OF MARKETING 3

**SPECIALIZATION REQUIREMENTS: BUSINESS MANAGEMENT: (18
CREDITS)**

ACC 321 FEDERAL TAXATION I 3 BUS 310 INTRODUCTION TO SMALL
BUSINESS MANAGEMENT 3 BUS 350 HUMAN RESOURCE MANAGEMENT 3
BUS 431 MANAGING GROWING BUSINESSES 3 CMS 350 SPREADSHEET
DESIGN AND APPLICATION 3 MKT 350 ADVERTISING 3

MAJOR REQUIREMENTS: FUNERAL SERVICE: (33 CREDITS)

FSE 101 HISTORY OF FUNERAL SERVICE 2 FSE 131 PRINCIPLES OF FUNERAL SERVICE 2 FSE 150 FUNERAL SERVICE CHEMISTRY/SANITATION 3 FSE 210 THANATOLOGY, GRIEF, AND BEREAVEMENT COUNSELING 3 FSE 215 COMPUTER APPLICATIONS FOR FUNERAL SERVICE 1 FSE 220 FUNERAL SERVICE LAW 1 FSE 240 FUNERAL HOME MANAGEMENT 3 FSE 252 MICROBIOLOGY/PATHOLOGY 3 FSE 263 EMBALMING 6 FSE 270 RESTORATIVE ART 4 FSE 281 FUNERAL SERVICE SEMINAR 2 FSE 291 FUNERAL SERVICE PRACTICUM 3

TOTAL CREDITs 125-126

*Students who wish to transfer SCI 270 or 271 from another institution must successfully complete a challenge exam.

45 Upper division credits (300+ level) are required.

**4-year Combined Degree Program
A.S. in Funeral Service (A.S.F.S.) and B.S.B.A. in Management**

Day Division Program Only

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

ENG 101 English Composition I 3 ENG 102 English Composition II 3 SOC 110 Intro. to Sociology 3 PSY 150 Intro. to Psychology 3 MAT 110 College Algebra 3 CMS 200 Intro. to Computer App.0 3 FSE 101 History of Funeral Svc. 2 FSE 150 Fun. Svc. Chem/Sanitation 3 BUS 171 Macro-Economics 3 COA 110 Public Forum 3 FRO 101 Freshmen Seminar **or 1 15** TSR 101 Transfer Seminar 0 14-15

SECOND YEAR

Fall Cr. Spring Cr. FSE 131 Prin. of Funeral Svc. 2 CMS 350 Spreadsheet Design & App 3 SCI 270 Anatomy & Physiology I 4 SCI 271 Anatomy & Physiology II 4 ACC 201 Financial Accounting 3 ACC 202 Managerial Accounting 3 MKT 250 Principles of Marketing 3 BUS 322 Statistics for Bus. & Econ. 3 BUS 250 Principles of Management 3 HUM 302 Ethics 3 15 16

THIRD YEAR

Fall Cr. Spring Cr BUS 310 Intro. to Small Bus. Mngt. 3 Humanities or Fine Arts 300+**◆**3 FSE 210 Thanatology, Grief and Bereavement Counseling 3 MKT 350 Advertising 3 FSE 252 Microbiology/Pathology 3 BUS 228 Bus. Communication 3 ACC 321 Federal Taxation I 3 BUS 350 Human Resource Mgt. 3 BUS 312 Business Law I 3 FSE 240 Funeral Home Mgmt. 3 FSE 220 Funeral Svc. Law 1 BUS 311 Corporate Finance 3 16 18

FOURTH YEAR

Fall Cr. Spring Cr BUS 431 Managing Growing Bus. 3 BUS 460 Bus. Policy 3 FSE 291 Funeral Svc. Practicum 3 BUS 445 Enterprise/Entrepreneurship/Ethics 3 CMS 315 Management Information Systems 3 BUS 455 Integrative

Management 3 FSE 215 Computer App. for Fun. Svc 1 FSE 263 Embalming 6 FSE
270 Restorative Art 4 FSE 281 Funeral Svc. Seminar 2 **15 16**

Total Credits: 125-126

**BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION B.S.B.A.
COMPLETION PROGRAM: FUNERAL SERVICE to BSBA
For Licensed Funeral Directors/Embalmers with an Associate Degree in Funeral
Service**

Licensed Funeral Directors/Embalmers with an associate degree in Funeral Service may complete requirements for a Bachelor of Science in Business Administration in the BSBA Completion Program. The curriculum for the BSBA degree is under the auspices of the College of Business. The FSE Director coordinates co-advisement with the College of Business and is responsible for verifying Funeral Service credits and licensure. Students may attend the day division schedule or the evening division schedule (if eligible).

- Day Division BSBA Completion Program: This is offered on the 15 week semester schedule. Tuition and fees follow the Day Division Full-Time Undergraduate Program.

- Evening Division BSBA Completion Program: This is offered on the evening division schedule to eligible adult students during accelerated terms. The Evening Division tuition and fees apply.

Please review the College of Business section of this catalog for information about the BSBA.

ADMISSION, PROGRESSION AND GRADUATION REQuirements

Requirements for Admission to BSBA Completion Program:

Contact the Director of the Funeral Service Program for an application. The Director will assist in determining eligibility an adult or full-time undergraduate student and provide the appropriate application. The application is returned to the Director of the Funeral Service program, with a non-refundable application fee.

- Submit the following to the Director of the Funeral Service Education Program:

1. An official transcript from an accredited associate degree program in Funeral Service (or equivalent).
2. Official transcripts of course work taken at other accredited colleges or universities (other than Lynn University).
3. Official transcripts from CLEP, if CLEP credits are to be used for college credit.
4. Graduates of foreign schools may be requested to submit an International Transcript Evaluation, a course equivalency report and a TOEFL score with a minimum of 500.
5. Evidence of active licensure as a Funeral Director and/or Licensed Embalmer.

- Pre-Requisites or Equivalent:

Funeral Service Education Courses: FSE 101, 131, 150, 210, 215, 220, 240, 252, 263, 270, 281, 291;

- Core Curriculum Requirements: ENG 101-102, SOC 110, PSY 150, CMS 200, COA 110, SCI 270-271, and HUM 302;

Business Courses: BUS 312, BUS 310, ACC 201

- Demonstrate a minimum cumulative grade point average of 2.0 (on a 4.0 scale)

- Schedule a personal interview and advising session with the Director of the Funeral Service Program. The applicant should be prepared to discuss readiness to pursue studies, and educational and career goals.

- Satisfy Admission requirements to the University

Students who meet the above stated requirements are admitted into the BSBA Completion Program For Licensed Funeral Directors/Embalmers.

Conditional Admission

While awaiting transcripts, catalog descriptions on selected courses, special communications from colleges, or evidence of licensure, students may be admitted on a conditional basis. Conditionally admitted students may take up to 12 credits of the BSBA Completion Program for Licensed Funeral Directors/Embalmers.

Requirements for Progression Beyond the First 12 Credits for the BSBA Completion Program:

- Meet all stated admission requirements.
- Maintain a cumulative grade point average of 2.0 (on a 4.0 scale).

Requirements for Graduation for the BSBA Completion Program:

- A cumulative grade point average of 2.0 (on a 4.0 scale)
- Complete all program requirements for the FSE to BSBA Completion Program including 45 upper division credits.
- A student failing to complete requirements within 7 years of the date of enrollment in this program at Lynn University may be held to any new requirements in effect.

B.S.B.A. Completion Program
Major: Business Administration
Specialization: Management (Business Management)
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
BUS 322 STATISTICS FOR BUSINESS AND ECONOMICS 3 COA 110 PUBLIC

FORUM 3 SCI 270 HUMAN ANATOMY AND PHYSIOLOGY I FOR FUNERAL SERVICE 4 SCI 271 HUMAN ANATOMY AND PHYSIOLOGY II FOR FUNERAL SERVICE 4 CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3 SOC 110 INTRODUCTION TO SOCIOLOGY 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3 HUMANITIES/FINE ARTS ELECTIVE 300+ 3 HUM 302 ETHICS 3 TSR 101 TRANSFER SEMINAR 0

MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION (30 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL ACCOUNTING 3 BUS 171 MACROECONOMICS 3 BUS 250 PRINCIPLES OF MANAGEMENT 3 BUS 228 BUSINESS COMMUNICATION 3 BUS 312 BUSINESS LAW I 3 BUS 445 ENTERPRISE/ENTREPRENEURSHIP/ETHICS 3 BUS 455 INTEGRATIVE MANAGEMENT 3 BUS 460 BUSINESS POLICY 3 MKT 250 PRINCIPLES OF MARKETING 3

SPECIALIZATION REQUIREMENTS: BUSINESS MANAGEMENT (24 CREDITS)

ACC 321 FEDERAL TAXATION I 3 BUS 310 INTRODUCTION TO SMALL BUSINESS MANAGEMENT 3 BUS 311 CORPORATE FINANCE 3 BUS 350 HUMAN RESOURCE MANAGEMENT 3 BUS 431 MANAGING GROWING BUSINESSES 3 CMS 315 MANAGEMENT INFORMATION SYSTEMS 3 CMS 350 SPREADSHEET DESIGN AND APPLICATION 3 MKT 350 ADVERTISING 3

APPROVED ELECTIVES (28 CREDITS)

Approved by Funeral Service Program Director

FSE LOWER DIVISION (100-200) FSE *28

TOTAL CREDITS 120

~Students must have an associate degree and be licensed as a Funeral Director/Embalmer 45 Upper division credits (300+ level) are required.

B.S.B.A. COMPLETION PROGRAM **Major: Business Administration** **Specialization: Business Management**

Day Division Program Only

SUGGESTED PROGRAM

FIRST YEAR

Fall Cr. Spring Cr.

MAT 110 College Algebra 3 CMS 350 Spreadsheet Design & App 3 MKT 250
Principles of Marketing 3 MKT 350 Advertising 3 BUS 171 Macroeconomics 3 ACC
202 Managerial Accounting 3 BUS 250 Principles of Management 3 BUS 350 Human
Resource Mgt. 3 HUM/Fine Arts Elective (300+) 3 **12** TSR 101 Transfer
Seminar 0 **15**

SECOND YEAR

Fall Cr. Spring Cr. BUS 431 Managing Growing Bus. 3 BUS 460 Bus. Policy 3
BUS 228 Bus. Communication 3 BUS 311 Corporate Finance 3 BUS 445
Enterprise/Entrepreneurship/
Ethics 3 CMS 315 Management Information Systems 3 BUS 455 Integrative
Management 3 BUS 322 Statistics for Bus. & Econ. 3 ACC 321 Federal Taxation
I 3 **12 15**

Total Credits: 120*

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

MAT110 3 ACC 202 3 BUS 322 3 HUM/FINE ARTS

300+ 3 BUS 250 3 MKT 250 3 BUS 350 3 BUS 311 3 _ BUS 171 3 _ _ **Totals**

6 9 6 9 SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

BUS 445 3 MKT 350 3 ACC 321 3 BUS 228 3 CMS 315 3 BUS 455 3 BUS 460 3

BUS 431 3 _ MIS 350 3 _ _ **Totals 6 9 6 6**

Total Credits: 120*

Funeral Service/BSBA Completion Program

*Pre-Requisites or Equivalents applied to the BSBA Degree: Associate degree in Funeral Service, including: Approved Electives (Funeral Service Education): Up to 28 FSE credits or equivalents

Core Curriculum Requirements: ENG 101-102, SOC 110, PSY 150, CMS 200, COA 110, SCI 270-271, HUM 302;

Business Courses: BUS 312, BUS 310, ACC 201

HEALTH CARE ADMINISTRATION PROGRAMS

Purpose

The Health Care Administration programs prepare individuals for leadership roles in the profession of health care. The degree programs focus on preparing the student to effectively integrate proven business methods with a genuine respect for dynamic and innovative approaches to the issues facing the health care executive in the 21st century.

The **Bachelor of Science (BS) in Health Care Administration** program at Lynn University is a four-year program. The programs are designed for the working adult with classes taught in the evenings and/or Saturdays. Daytime hours are required for the Internship Course. The Internship can take place in a variety of health care settings. There are two options: (1) the BS in Health Care Administration and (2) the BS in Health Care Administration/Long Term Care. The Bachelor of Science (BS) in Health Care Administration in Long Term Care includes preparation to become a licensed Nursing Home Administrator. Passing a state licensing examination by the Florida Board of Nursing Home Administrators is a requirement for professional practice as a nursing home administrator in the state of Florida.

The **Bachelor of Professional Studies (BPS) with a major in Health Care Administration** is offered for the adult learner. This degree recognizes the academic value of professional work experience and permits adult learners to earn up to thirty (30 credits) through portfolio validation. The major in Health Care Administration requires 30 credits. It is for adult learners who currently work in the health care industry as well as for those seeking an entry level position in the health care industry. A field experience is provided.

An elective **core of Therapeutic Recreation** courses are also offered in the Health Care Administration program. There are 9 credits of courses that focus on therapeutic and supportive programs for the elderly, clinical aspects of therapeutic recreation, and administrative principles in therapeutic recreation. The BS and BPS in Health Care Administration have elective credits to accommodate the special interest of students in this emerging field.

Lynn University offers a **Certificate in Health Care Administration (Long Term Care)** at the undergraduate level. The 27 credit Certificate requires 24 credits of course work and a 3-credit Field Practicum. This Certificate is intended for Professionals who work in the health care industry. The credits may be used as partial course credit toward a Bachelor of Science in Health Care Administration (Long Term Care).

Employment opportunities in the field of health care administration are excellent in a wide variety of settings such as: retirement communities, state and federal agencies, home health agencies, health maintenance organizations, day care centers and hospices, as well as assisted living facilities, skilled nursing facilities and hospitals.

General Program Objectives for all Health Care Administration Majors

1. Develop verbal and written mastery of the concepts, principles and practices involved in the management of health care organizations.
- 2 . Develop verbal and written mastery of the clinical issues involved in the management of health care organizations.
3. Demonstrate mastery of specialized knowledge and competence necessary to provide quality health care leadership as managers and administrators.

Bachelor of Science in Health Care Administration

The Bachelor of Science in Health Care Administration prepares students with the knowledge, confidence and competence necessary to provide quality health care leadership as managers and administrators. They are prepared to practice the profession of health care in an ethical, competent, equality focused, cost effective manner as they meet today's health care challenges.

BACHELOR OF SCIENCE HEALTH CARE ADMINISTRATION PROGRAMS

Evening Division Program: The B.S. in Health Care Administration and B.S. in Health Care Administration/Long Term Care (LTC) are offered on the evening division schedule to eligible adult students during accelerated terms. The Evening Division tuition and fees apply.

ADMISSION, PROGRESSION AND GRADUATION REQUIREMENTS BS in HCA

Admission Requirements BS HCA and BS HCA/LTC:

Evening Division. Enrollment is limited to Adult Students.

- Contact the Director of the HCA Program for an application. The Director will assist in determining eligibility as an adult student.
- The application is returned to the Director of the HCA Program with a non-refundable application fee. Official transcripts indicating completion of high school or G.E.D., and all college courses taken at accredited colleges or universities.

- Graduates of foreign schools may be requested to submit an International Transcript Evaluation, a course equivalency report and a TOEFL score with a minimum of 500.

All students applying are required to have a minimum grade point average of 2.0 for all college work attempted.

- Schedule a personal interview and advising session with the Director of Health Care Administration Programs.

Satisfy Admission requirements to the University and to the BS/HCA program

Requirements for Sophomore Level Progression Status BS HCA and BS HCA/LTC:

- A cumulative grade point average of 2.0 (on a 4.0 scale).

- Completion of 30 credits of the Health Care Administration Curriculum with a grade of "C" or higher.

- PSY 150; SOC 110; ENG-101-ENG 102 are prerequisites for 200 level HCA courses. HCA 120 is a prerequisite for HCA 220.

Requirements for Junior Level Progression Status BS in HCA and BS HCA/LTC:

- A cumulative grade point average of 2.0 (on a 4.0 scale).

- Completion of 60 credits of the BS Health Care Administration Curriculum with a grade of "C" or higher.

- During the program, only one upper health care administration course may be repeated.

- MAT 221; HCA 100, 120, 210, 220, 240 are prerequisites for HCA 300; ACC 202 is a prerequisite to HCA 450; SCI 260 is a prerequisite to SCI 261.

Requirements for Senior Level Progression Status BS in HCA and BS HCA/LTC:

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of 90 credits of the Health Care Administration curriculum with a grade of "C" or higher.
- During the program, only one upper health care administration course may be repeated.
- CMS 200 is a prerequisite to CMS 315; HCA 470 is a prerequisite to HCA 495 and HCA 498.

Requirements for Graduation for the BS in HCA and BS HCA/LTC:

- Students must complete all requirements for the Bachelor of Science Degree in Health Care Administration or Bachelor of Science Degree in Health Care Administration/Long Term Care
- Students must complete 120 semester hour requirements with a GPA of 2.0 or higher.
- Students must complete a minimum of 30 resident credits in Health Care Administration.

B.S.
Major: Health Care Administration
DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
COA 110 PUBLIC FORUM 3 MAT 110 COLLEGE ALGEBRA 3 MAT 221
PROBABILITY AND STATISTICS 3 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 HUMANITIES/FINE ARTS ELECTIVE 3 300+
HUMANITIES/FINE ARTS ELECTIVE (300+) 3 SCI 260 HUMAN ANATOMY &
PHYSIOLOGY I AND LAB 4 SCI 261 HUMAN ANATOMY & PHYSIOLOGY II
AND LAB 4 HISTORY/BEHAVIORAL SCIENCE ELECTIVE 3
HISTORY/BEHAVIORAL SCIENCE ELECTIVE 3

MAJOR REQUIREMENTS: HEALTH CARE ADMINISTRATION (39 CREDITS)

HCA 100 HEALTH CARE & SOCIAL SERVICES DELIVERY SYSTEMS 3 HCA
120 HEALTH CARE ADMINISTRATION I 3 HCA 210 CHANGE & LOSS
ACROSS LIFESPAN 3 HCA 220 HEALTH CARE ADMINISTRATION II 3 HCA
240 MEDICAL-LEGAL ASPECTS OF HEALTH CARE ADMIN 3 HCA 300
RESEARCH METHODS IN HCA 3 HCA 320 PUBLIC POLICY IN HEALTH
CARE 3 HCA 350 MENTAL HEALTH AND AGING 3 HCA 390 FIELD
PRACTICUM IN HCA 3 HCA 450 FINANCIAL REPORTING &
REIMBURSEMENT SYSTEMS 3 HCA 460 HEALTH IN THE LATER YEARS 3
HCA 470 HEALTH CARE DEL. IN LONG-TERM CARE 3 HCA 495
UNDERGRAD ADMIN RESIDENCY 3

RELATED REQUIREMENTS: HEALTH CARE ADMINISTRATION (34 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL
ACCOUNTING 3 BUS 228 BUSINESS COMMUNICATION 3 BUS 250
PRINCIPLES OF MANAGEMENT 3 BUS 340 ORGANIZATIONAL BEHAVIOR
3 BUS 350 HUMAN RESOURCE MANAGEMENT 3 CMS 315 MANAGEMENT
INFORMATION SYSTEMS 3 HUM 221 INTRODUCTION TO PHILOSOPHY 3
HUM 399 COMMUNITY AWARENESS 1 MKT 250 PRINCIPLES OF

MARKETING 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3 SOC 110
INTRODUCTION TO SOCIOLOGY 3

ELECTIVES (9 CREDITS)

ELECTIVE (300+) 3 ELECTIVE (300+) 3 ELECTIVE (300+) 3

TOTAL CREDITS 120

45 Upper division credits (300+ level) are required.

**B.S. Bachelor of Science
Major: Health Care Administration**

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 COA 110 3 ACC 202 3 HCA 100 3 HCA 120 3 ACC 201 3
SOC 110 3 HUM 399 1 MAT 110 3 PSY 150 3 **7 9 9 6**

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug HCA 220 3 HCA 240 3 HCA 210 3 MKT
250 3 CMS 200 3 MAT 221 3 HUM 221 3 HUM/FINE ARTS ELECTIVE 3 HIST/
POLITICAL BUS 250 3 SCIENCE ELE 3 _ _ _ **9 6 9 6**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug SCI 260 4 SCI 261 4 HUM/FINE ARTS 3
BUS 340 3
ELEC 300+ HCA 300 3 HCA 320 3 HCA 390 3 HCA 350 3 _ _ _ BUS 228 3 **7 7 6 9**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

HIS/ IRPS Elec 3 CMS 315 3 BUS 350 3 ELECTIVE 300+ 3 HCA 450 3 HCA 470 3
HCA 495 3 ELECTIVE 300+ 3 HCA 460 3 ELECTIVE 300+ 3 _ _ _ **9 9 6 6**

Total Credits: 120

**B.S.
Major: Health Care Administration/
Long Term Care (LTC)
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
COA 110 PUBLIC FORUM 3 MAT 110 COLLEGE ALGEBRA 3 MAT 221
PROBABILITY AND STATISTICS 3 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 HUM/FINE ARTS ELECTIVE 3 HUM/FINE
ARTS ELECTIVE (300+) 3 SCI 260 HUMAN ANATOMY & PHYSIOLOGY I
AND LAB 4 SCI 261 HUMAN ANATOMY & PHYSIOLOGY II AND LAB 4
HIS/BEHAV SCI ELECTIVE 3 HIS/BEHAV SCI ELECTIVE (300+) 3

**MAJOR REQUIREMENTS: HEALTH CARE ADMINISTRATION/LTC (45
CREDITS)**

HCA 100 HEALTH CARE & SOCIAL SERVICES DELIVERY SYSTEMS 3 HCA
120 HEALTH CARE ADMINISTRATION I 3 HCA 210 CHANGE & LOSS
ACROSS LIFESPAN 3 HCA 220 HEALTH CARE ADMINISTRATION II 3 HCA
230 SOCIAL GERONTOLOGY 3 HCA 240 MEDICAL-LEGAL ASPECTS OF
HEALTH CARE ADMIN 3 HCA 300 RESEARCH METHODS IN HCA 3 HCA 320
PUBLIC POLICY IN HEALTH CARE 3 HCA 350 MENTAL HEALTH AND
AGING 3 HCA 390 FIELD PRACTICUM IN HCA 3 HCA 420 THERAPEUTIC &

SUPPORTIVE PROGRAMS FOR THE ELDERLY 3 HCA 450 FINANCIAL REPORTING & REIMBURSEMENT SYSTEMS 3 HCA 460 HEALTH IN THE LATER YEARS 3 HCA 470 HEALTH CARE DEL. IN LONG-TERM CARE 3 HCA 498 UNDERGRAD ADMIN RESIDENCY IN LONG TERM CARE 3

RELATED REQUIREMENTS: HEALTH CARE ADMINISTRATION/LTC (34 CREDITS)

ACC 201 FINANCIAL ACCOUNTING 3 ACC 202 MANAGERIAL ACCOUNTING 3 BUS 228 BUSINESS COMMUNICATION 3 BUS 250 PRINCIPLES OF MANAGEMENT 3 BUS 340 ORGANIZATIONAL BEHAVIOR 3 BUS 350 HUMAN RESOURCE MANAGEMENT 3 CMS 315 MANAGEMENT INFORMATION SYSTEMS 3 HUM 221 INTRODUCTION TO PHILOSOPHY 3 HUM 399 COMMUNITY AWARENESS 1 MKT 250 PRINCIPLES OF MARKETING 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3 SOC 110 INTRODUCTION TO SOCIOLOGY 3

ELECTIVES (3 CREDITS)

ELECTIVE (300+) 3 **TOTAL CREDITS 120** 45 Upper division credits (300+ level) are required.

**B.S. Bachelor of Science
Major: Health Care Administration/
Long Term Care (LTC)**

Evening Division

SUGGESTED PROGRAM

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

ENG 101 3 ENG 102 3 COA 110 3 ACC 202 3 HCA 100 3 HCA 120 3 ACC 201 3
SOC 110 3 HUM 399 1 MAT 110 3 PSY 150 3 7 9 9 6

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. HCA 220 3 HCA 240 HCA 210
3 MKT 250 3 CMS 200 3 MAT 221 3 HUM 221 3 HCA 230 3 HIST/ POLITICAL 3
BUS 250 3 SCIENCE ELECTIVE **9 6 9 6**

THIRD YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. SCI 260 4 SCI 261 4
HUM/FINE ARTS 3 BUS 340 3 ELECTIVE HCA 300 3 HCA 320 3 HCA 390 3
HCA 350 3 BUS 228 3 **7 7 6 9**

FOURTH YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. HIST/ POLITICAL 3 CMS 315
3 BUS 350 3 HUM/FINE ARTS SCIENCE ELECTIVE 300+ 3 ELECTIVE 300+
HCA 450 3 HCA 470 3 HCA 498 3 ELECTIVE 300+ 3 HCA 460 3 HCA 420 3 **9**
9 6 6

Total Credits: 120

**BACHELOR OF PROFESSIONAL STUDIES(B.P.S.)
MAJOR: HEALTH CARE ADMINISTRATION**

This degree is offered in Evening Division Program only.

**ADMISSION, PROGRESSION AND GRADUATION REQUIREMENTS BPS
in HCA**

Please see program requirements and objectives for all students in BPS degree programs.

Admission Requirements BPS in Health Care Administration:

Evening Division. Enrollment is limited to Adult Students. Contact the Director of the HCA Program for an application. The Director will assist in determining eligibility as an adult student. The application is returned to the Director of the HCA Program with a non-refundable application fee. Official transcripts indicating completion of high school or G.E.D., and all college courses taken at accredited colleges or universities. Graduates of foreign schools may be requested to submit an International Transcript Evaluation, a course equivalency report and a TOEFL score with a minimum of 500.

All students applying are required to have a minimum grade point average of 2.0 for all college work attempted.

- Schedule a personal interview and advising session with the Director of Health Care Administration Programs. Applicants should be prepared to discuss interest in HCA, readiness to pursue studies, educational and career goals, and establish a tentative plan for portfolio and elective credits.

Satisfy Admission requirements to the University and to the BPS/HCA program

Requirements for Sophomore Level Progression Status: BPS in Health Care Administration

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of 30 credits of the BPS/Health Care Administration Curriculum with a grade of "C" or higher.
- PSY 150; SOC 110; ENG-101-ENG 102 are prerequisites for 200 level HCA courses. HCA 120 is a prerequisite for HCA 121.

Requirements for Junior Level Progression Status: BPS in Health Care Administration

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of 60 credits of the BPS/Health Care Administration Curriculum with a grade of "C" or higher.
- During the program, only one upper health care administration course may be repeated.

Requirements for Senior Level Progression Status: BPS in Health Care Administration

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of 90 credits of the BPS/Health Care Administration Curriculum with a grade of C or higher.

- During the program, only one upper health care administration course may be repeated.

Requirements for Graduation BPS in Health Care Administration

- Students must complete all requirements for the Bachelor of Professional Studies/in Health Care Administration Program.

- Students must complete 120 semester hour requirements with a GPA of 2.0 or higher, including 45 upper division (300+) credits.

- Students must complete a minimum of 30 resident credits in Health Care Administration. These may be earned through portfolio, the major requirements, or in HCA electives.

B.P.S.
Major: Health Care Administration
DEGREE REQUIREMENTS
Evening Division Only

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
COA 110 PUBLIC FORUM 3 MAT 110 COLLEGE ALGEBRA 3 MAT 221
PROBABILITY AND STATISTICS 3 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 HUM/FINE ARTS ELECTIVE **3 HUM/FINE
ARTS ELECTIVE **3 SCI 260 HUMAN ANATOMY & PHYSIOLOGY I AND
LAB 4 SCI 261 HUMAN ANATOMY & PHYSIOLOGY II AND LAB 4 PSY 150
INTRODUCTION TO PSYCHOLOGY 3 SOC 110 INTRODUCTION TO
SOCIOLOGY 3

BACHELOR OF PROFESSIONAL STUDIES (BPS) (UP TO 31 CREDITS)

CED 198 PORTFOLIO SEMINAR 1 PORTFOLIO CREDITS **30

MAJOR REQUIREMENTS: HEALTH CARE ADMINISTRATION (30 CREDITS)

HCA 100 HEALTH CARE & SOCIAL SERVICES DELIVERY SYSTEMS 3 HCA 210 CHANGE & LOSS ACROSS LIFESPAN 3 HCA 230 SOCIAL GERONTOLOGY 3 HCA 320 PUBLIC POLICY IN HEALTH CARE **3 HCA 350 MENTAL HEALTH AND AGING **3 HCA 390 FIELD PRACTICUM IN HCA **3 HCA 420 THERAPEUTIC & SUPPORTIVE PROGRAMS FOR THE ELDERLY **3 HCA 450 FINANCIAL REPORTING & REIMBURSEMENT SYSTEMS **3 HCA 460 HEALTH IN THE LATER YEARS **3 HCA 470 HEALTH CARE DEL. IN LONG-TERM CARE **3

ELECTIVES (21 CREDITS)**

ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 ELECTIVE 3 **TOTAL CREDITS 120**

**45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of HUM/FINE ARTS Electives, Portfolio Credits, HCA credits and Electives.

B.P.S.
Major: Health Care Administration:

Evening Division

SUGGESTED PROGRAM

Portfolio = 30 Credits

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug

HCA 100 3 PSY 150 3 HCA 210 3 HCA 230 3 ENG 101 3 ENG 102 3 MAT 110 3
COA 110 3 CED 198 1 SOC 110 3 3 ELECTIVE 3 **7 9 6 9 31 Credits**

second YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr. SCI 260 4 HCA 320 3
HUM/FINE ARTS 3 HCA 350 3 ELECTIVE CMS 200 3 SCI 261 4 HCA 390 3
HUM/FINE ARTS 3 ELECTIVE ELECTIVE 3 **7 7 9 6 29 Credits**

THIRD YEAR

**Term V Cr. Term I Cr. Term II Cr. Term III Cr. HCA 450 3 HCA 470 3 MAT
221 3 ELECTIVE 3 HCA 460 3 HCA 420 3 ELECTIVE 3 ELECTIVE 3 _
ELECTIVE 3 ELECTIVE 3 _ 6 9 9 6 30 Credits**

Total Credits: 120

**45 upper level credits (300 or 400 level courses) are required. These may be earned through a combination of HUM/FINE ARTS Electives, Portfolio Credits, HCA credits and Electives.

CERTIFICATE IN HEALTH CARE ADMINISTRATION (LONG TERM CARE)

Lynn University offers a Certificate in Health Care Administration (Long Term Care) at the undergraduate level. The 27 credit Certificate requires 24 credits of course work and a 3-credit Field Practicum and is distributed over an 18 month period. This certificate is intended for professionals who work in the health care industry. Students must have ENG 101-102, PSY 150, and SOC as pre-requisites for 200+ level or higher HCA courses. The credits may be used as partial course credit toward a Bachelor of Science in Health Care Administration (Long Term Care).

This certificate is offered in Evening Division Program only.

ADMISSION, PROGRESSION, AND COMPLETION REQUIREMENTS FOR THE HEALTH CARE ADMINISTRATION (LONG TERM CARE) CERTIFICATION PROGRAM

Admission Requirements Health Care Administration Certificate Program:

- Evening Division. Enrollment is limited to Adult Students. Contact the Director of the HCA Program for an application. The Director will assist in determining eligibility as an adult student. The application is returned to the Director of the HCA Program with a non-refundable application fee.
- All students applying are required to have a minimum grade point average of 2.0 for all college work attempted.
- Applicants must comply with all items listed below:
 - Submit to the Director of the Health Care Administration Programs official transcripts indicating completion of high school or G.E.D., and all college courses taken at accredited colleges or universities. Graduates of foreign schools may be requested to submit an International Transcript Evaluation.
 - Schedule a personal interview and advising session with the Director of Health Care Administration Programs. Applicants should be prepared to discuss interest in HCA, readiness to pursue studies, educational and career goals.
 - Satisfy Admission requirements to the University and to the BPS/HCA program

Progression Requirements for the Health Care Administration Certificate Program

- Students must have ENG 101-102, PSY 150, and SOC as pre-requisites for 200+ level or higher HCA courses.
- Students must attain a "C" or higher in each HCA course.

- A cumulative grade point average of 2.0 (on a 4.0 scale).

Requirements for the Completion for the HCA Certificate Program

- Students must complete all requirements for the Certificate Program with a grade of "C" or higher.

- Students must complete 27 credits with a GPA of 2.0 or higher.

- Students must complete a minimum of 21 resident credits in their certificate program.

- A student failing to complete requirements within 7 years of the date of enrollment in their first health care course may be held to any new requirements in effect and/or may be required to validate prior learning.

certificate in Health Care Administration: Long Term Care

health care administration certificate program (27 credits)*

HCA 100 health care & social services delivery systems 3 HCA 210 change & loss across lifespan 3 hca 230 social gerontology 3 hca 320 public policy in health care 3 hca 350 mental health and aging 3 hca 390 field practicum in hca 3 hca 420 therapeutic & supportive programs for the elderly 3 hca 460 health in the later years 3 hca 470 health care del. in long-term care 3

TOTAL CREDITS 27

*Students must have ENG 101-102, PSY 150, and SOC as pre-requisites for 200+ level or higher HCA courses

**Certificate in Health Care Administration:
Long Term Care**

Evening Division

SUGGESTED PROGRAM
(Please see course titles above)

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug
HCA 100 3 HCA 320 3 HCA 210 3 HCA 230 3 ___ HCA 350 3 **3 3 3 6**

SECOND YEAR

Term V Cr. Term I Cr.

Oct-Dec Jan-Mar
HCA 460 3 HCA 470 3 HCA 390 3 HCA 420 3
6 6

Total Credits: 27

Bachelor of science in nursing: RN TO BSN PROGRAM

For Licensed Registered Nurses with a Diploma or Associate Degree in Nursing

The Christine E. Lynn School of Nursing (SON), established in 1994, offers an "RN to BSN" program, exclusively designed for Licensed Registered Nurses seeking a baccalaureate degree. The RN to BSN program provides the upper division professional major for graduates of hospital diploma or collegiate associate degree nursing programs. Nursing roles of provider, designer, manager, coordinator and professional member are expanded to meet the health needs of diverse people in the local community and global society. Educational experiences in the RN to BSN Program are integrated to promote personal and professional development in students. Because registered nurses are adult students that primarily work full-time, the program places a high priority on promoting a smooth and successful transition into the university, flexible scheduling and course delivery, and preparation for practice in the changing health care environment. As a means of assuring continuous improvement, the SON adheres to the standards of recognized professional certifying agencies, endeavors to efficiently and effectively develop and utilize resources, and engages in an ongoing agenda of planning and evaluation.

Evening Division Program: The RN to BSN Completion Program is offered on the evening division schedule to eligible adult students during accelerated terms. The Evening Division tuition and fees apply.

ADMISSION, PROGRESSION AND GRADUATION REQUIREMENTS RN TO BSN

Requirements for Admission Status to the RN-BSN Program:

- Evening Division. Enrollment is limited to Adult Students. Contact the Director of the RN to BSN Program for an application. The Director will assist in determining eligibility as an adult student. The application is returned to the Director with a non-refundable application fee and RN to BSN students are admitted to Lynn University.

- Submit the following to the Director of the BSN Program

An official transcript from a state approved program in nursing (diploma or associate degree). Graduates of U.S. diploma programs must have the school provide a letter

indicating the school was NLN accredited at the time of student attendance.
Official transcripts indicating completion of high school or G.E.D. and any college courses taken at accredited colleges or universities.
Graduates of foreign schools may be requested to submit an International Transcript Evaluation.
Official standardized test results including ACT/PEP, CLEP, NLN, and/or Mosby examinations taken at other institutions, if they are to be used for college credit or validation.
Evidence of active licensure as a registered nurse in the State of Florida.

- Demonstrate a minimum cumulative grade point average of 2.0 (on a 4.0 scale)
- Schedule an interview and advising session with the Director of the BSN Program.

NOTE: Registered Nurse students admitted to the Lynn University may enroll in NUR 301 prior to admission to the Nursing Program by consent of the Director of the BSN Program.

Additional costs to be incurred by students include books, materials, required health examinations including diagnostic tests, immunizations, CPR, liability insurance, transportation costs to and from clinical agencies, clinical laboratory fees as established by the University, standardized testing, and other miscellaneous items as required.

Requirements for Junior Level Progression Status for the RN to BSN Program:

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of 60 credits of the Nursing Curriculum with a grade of "C" or higher.
- Clinical Validation.
- Health examination and proof of required immunizations.
- Evidence of current: professional liability insurance (1 million/incident and 3 million/aggregate year), licensure as a registered nurse in the State of Florida, certification for CPR-Course C.
- A grade of "C" or higher is required to progress to sequential nursing courses.

- During the program, only one upper division nursing course may be repeated.

Note: On a case by case basis, students may be progressed into NUR 302 and NUR 303 while awaiting transcripts, catalog descriptions on selected courses or special communications from schools. However, all junior level progression requirements must be satisfied to progress to NUR 304 and NUR 305.

Requirements for Senior Level Progression Status for the RN to BSN Program:

- A cumulative grade point average of 2.0 (on a 4.0 scale).
- Completion of the following courses (or equivalents) with a grade of "C" or higher: ENG 101, ENG 102; Mathematics Elective; 12 credits in Science (including credit or validation of prior learning in anatomy, chemistry, microbiology, and physiology); psychology elective; sociology elective; HUM, Fine Arts, LAN, ENG, EXP, COA, or HIS (Civilization) elective; CMS 200; cultural study elective; HUM 302, 25 lower division nursing credits; NUR 301, 302, 303, 304, 305; 9 general education elective credits.
- SOC 335 is a prerequisite or corequisite to NUR 401; MAT 221 is a prerequisite or corequisite to NUR 404; IRPS 475 is a prerequisite or corequisite to NUR 402; HUM 301 is a pre-requisite to NUR 403; and COA 110 is a pre-requisite or corequisite to NUR 403.
- A grade of "C" or higher is required to progress to sequential nursing courses.
- During the program, only one upper division (300+) nursing course may be repeated. Health examination. Evidence of current: professional liability insurance,
- licensure as a registered nurse in the State of Florida, certification for CPR-Course C.

Requirements for Graduation for the RN to BSN Program:

- A cumulative grade point average of 2.0 (on a 4.0 scale) and completion of all required course work with a grade of "C" or higher.
- Complete all program requirements for the Bachelor of Science in Nursing Degree, including 45 upper division credits, and at least 63 general education credits.
- A student failing to complete requirements within 7 years of the date of enrollment in their first nursing course at Lynn University, may be held to any new requirements in effect and/or may be required to validate prior learning.

BSN
Major: Nursing
For Licensed Registered Nurses with a Diploma or Associate Degree in Nursing
DEGREE REQUIREMENTS

Evening Division

CORE CURRICULUM REQUIREMENTS (38 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3

ENG 102 ENGLISH COMPOSITION II 3

MAT APPLIED MATHEMATICS (MAT 105) OR HIGHER 3 __MAT 221
 PROBABILITY AND STATISTICS 3

COA 110 PUBLIC FORUM 3

SCIENCE ELECTIVE WITH LAB *4

SCIENCE ELECTIVE WITH LAB *4

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS 3

PSYCHOLOGY ELECTIVE 3

SOCIOLOGY ELECTIVE 3

HUM 301 CREATIVE THINKING 3

HUM 302 ETHICS 3

MAJOR REQUIREMENTS: NURSING (RN TO BSN) (57 CREDITS)

NURSING ELECTIVES (Lower Division Credits by Transfer) 25 NUR 301
TRANSITIONS IN PROFESSIONAL NURSING 3 NUR 302 NURSING HEALTH
ASSESSMENT, COMMUNICATION & 3 COLLABORATION NUR 303
NURSING CARE IN HEALTH PROMOTION, PROTECTION, AND 3

ILLNESS PREVENTION: PRIMARY PREVENTION

NUR 304 NURSING CARE IN HEALTH RESTORATION: SECONDARY 3
PREVENTION NUR 305 NURSING IN HEALTH REHABILITATION AND
PALLIATIVE CARE: 3

TERTIARY PREVENTION

NUR 401 NURSING CARE OF FAMILIES 3

NUR 402 nursing care in the community

NUR 403 LEADERSHIP, MANAGEMENT, & CHANGE IN PROFESSIONAL 4
NURSING PRACTICE

NUR 404 RESEARCH IN PROFESSIONAL NURSING 3

NUR 405 PROFESSIONAL NURSING ISSUES, TRENDS AND CHALLENGES 3

RELATED REQUIREMENTS: RN TO BSN MAJOR (16 CREDITS)

CULTURAL ELECTIVE:

ENG 345 (MULTICULTURAL LITERATURE), FOREIGN LANGUAGE, 3

CULTURAL COURSE, STUDY OF A MINORITY OR FOREIGN

CULTURE OR STUDY ABROAD ELECTIVE)

HUM/FINE ARTS, LAN, ENG, COA EXP, HIS (CIVILIZATION) OR 3

STUDY ABROAD ELECTIVE

IRPS 475 CONTEMPORARY INTERNATIONAL RELATIONS OR STUDY 3

ABROAD ELECTIVE

SOC 335 CONTEMPORARY SOCIAL PROBLEMS 3

SCI SCIENCE ELECTIVE *4

ELECTIVES **(9 CREDITS)

ELECTIVE 3 ELECTIVE 3 ELECTIVE 3

TOTAL CREDITS 120

*12 Total Science Credits are Required (including 2 lab science courses)

*College credit or validation of prior learning required in the areas of anatomy, physiology, chemistry, & microbiology

*RN to BSN students who had anatomy, physiology, chemistry, and/or microbiology integrated in their basic nursing program rather than through specific science course enrollment will have the opportunity to:

Earn credits through NLN, CLEP, or equivalent examinations

Validate prior learning through non-credit NLN, CLEP, or equivalent examinations

Earn credit through course enrollment

**45 Upper division credits (300+ level) are required.

Bachelor of Science in Nursing
Major: Nursing (RN to BSN Completion Program)
For Licensed Registered Nurses with a Diploma or Associate Degree in Nursing

Evening Division Program Only

SUGGESTED PROGRAM

2-1/2 Year Plan*

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug CMS 200 3 MAT 221 3 NUR 301 3 NUR
302 3 __ HUM 302 3 SOC 335 3 3 3 6 6**

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug NUR 303 3 NUR 304 3 NUR 401 3 COA
110 3 Cult Ele 3 NUR 305 3 NUR 404 3 HUM 301 3 6 6 6 6**

THIRD YEAR

Term V Cr. Term I Cr.

Oct-Dec Jan-Mar NUR 402 4 NUR 403 4 IRPS 475 3 NUR 405 3 7 7

*Shorter Curriculum plans are available depending term of enrollment and general education courses completed.

RN to BSN Completion Program for Licensed Registered Nurses

Pre-requisites or Equivalent generally applied to the BSN from prior education:

- Core Curriculum Requirements: ENG 101-102; MAT Elective; PSY Elective, SOC Elective; SCI 8 credits;

- Nursing Courses (up to 25 Nursing lower credits or equivalents)

- Related Requirements: SCI 4 Credits; HUM/FA or Civilization Elective,

Electives: up to 9 Credits

ASSOCIATE OF SCIENCE, PHYSICAL THERAPIST ASSISTANT

Purpose of the PTA Program

- The purpose of the Physical Therapist Assistant (PTA) Program is to promote development of the intellectual capabilities and the social, emotional, and moral ethics necessary to function as productive Physical Therapist Assistants and socially responsible citizens.
- The PTA program supports the University's vision of developing academic programs reflecting the importance of global transformations, multicultural awareness, and international exchange. The University recognizes its responsibility to the community and to the growing number of adult learners. Consequently, this degree program has been designed to serve the area's adult work force. As a part of the College of Science and Health (CSH), the PTA program participates with other health and human service disciplines in fulfillment of the CSH and University vision, mission and goals.
- The physical therapist Assistant Program at Lynn University is a two year program leading to an Associate of Science degree. The program is designed for the working adult with classes being taught in the evenings and/or Saturdays. Daytime hours are required for the clinical education courses. The clinical experience takes place in a variety of facilities in the South Florida area.
- Completion of this degree does not guarantee licensure. Passing a state licensing examination by the Florida Board of Physical Therapy Practice is a requirement for professional practice in the State of Florida. Licensure or registration is not required in all states for the physical therapist to practice. Prior to enrollment in this PTA program, students must become aware of practice acts and regulations for licensure, which include but are not limited to professional behaviors that promote safe and skilled health care services to patients. It is the student's responsibility to ascertain State requirements for licensure.
- Additional expenses specific to the Physical Therapist Assistant program are textbooks, uniforms, health examinations and immunizations, uniforms and professional liability insurance.

Accreditation

The Physical Therapist Assistant program was granted initial accreditation on November 2, 1994, by the Commission on Accreditation in Physical therapy Education of the American Physical Therapy Association (CAPTE/APTA).

ASSOCIATE OF SCIENCE, PHYSICAL THERAPIST ASSISTANT

Evening Division Program: The PTA program is offered on the evening division schedule to eligible adult students during accelerated terms. The Evening Division tuition and fees apply.

ADMISSION, PROGRESSION AND GRADUATION REQUIREMENTS PTA Program

Admission Requirements PTA Program:

Evening Division. Enrollment is limited to Adult Students. Contact the Director of the PTA Program for an application. The Director will assist in determining eligibility as an adult student. The application is returned to the Director of the PTA Program with a non-refundable application fee.

Submit to the Director of the Physical Therapist Assistant Program the following:

- Official transcript indicating completion of high school or G.E.D.
Official transcripts of course work taken at other accredited colleges or universities. Graduates of foreign schools will be requested to submit an International Transcript Evaluation, a course equivalency report and a TOEFL score with a minimum of 500.
- Completed Lynn University Physical Therapist Assistant health forms.
- Provide documentation of a minimum of 20 hours of observation completed in a physical therapy facility.
- Complete the PTA Student Survey. Lynn University will provide this document.
- Provide certificate or card showing CPR certification. This course must be a minimum of (4) hours and include certification for infant, child, and adult.
- Complete the health insurance statement. Lynn University will provide this document.
- Complete the Hepatitis B waiver if applicable.

- Participate in a personal interview and advising session with Director of the Physical Therapist Assistant Program. Applicants should be prepared to discuss their observational experience in a physical therapy facility, interest in PTA, readiness to pursue studies, and educational and career goals.
- Satisfy admission requirements to the University and PTA program.

Progression Requirements for the PTA Program:

Maintain a cumulative grade point average of 2.0 (on a 4.0 scale).

Complete all courses with a grade of C or higher.

Achieve at least a 72% test average on all quizzes, practicals, and written exams to pass a PTA designated course.

Achieve Beginning Competency on all course skills before progressing to the next course.

A maximum of one PTA or SCI course may be repeated in the program.

Graduation Requirements for the PTA Program:

A cumulative grade point average of 2.0 (on a 4.0 scale).

Completion of all courses with a grade of C or higher.

Complete all program requirements for the Associate of Science degree, Physical Therapist Assistant.

Students must complete a minimum of the last 30 resident credits at Lynn University. Students must demonstrate competence in the performance of skills.

A student failing to complete requirements within 5 years of the date of enrollment in this program at Lynn University, is held to any new requirements in effect.

**A.S. Physical Therapist Assistant Program
DEGREE REQUIREMENTS**

CORE CURRICULUM REQUIREMENTS (A.S.) (22 CREDITS)

ENG 101 ENGLISH COMPOSITION I 3 ENG 102 ENGLISH COMPOSITION II 3
MAT MAT 105 APPLIED MATH OR HIGHER *3 CMS 200 INTRODUCTION TO
COMPUTER APPLICATIONS 3 PSY 150 INTRODUCTION TO PSYCHOLOGY 3
SCI 260 HUMAN ANATOMY/PHYSIOLOGY I WITH LAB 4 HUM ELECTIVE *3

MAJOR REQUIREMENTS (A.S. PTA) (42 CREDITS)

PTA 100 ANATOMY OF HUMAN MOVEMENT 3 PTA 101 ESSENTIALS OF
PHYSICAL THERAPY 2 PTA 102 PRINCIPLES OF PATHOPHYSIOLOGY 3 PTA
103 PRINCIPLES OF KINESIOLOGY WITH LAB 4 PTA 104 BASIC P.T.
PROCEDURES WITH LAB 4 PTA 201 PRINCIPLES OF THERAPEUTIC
MODALITIES WITH LAB 4 PTA 202 PRINCIPLES OF THERAPEUTIC
EXERCISE 4 PTA 203 BEGINNING CLINICAL PRACTICE 3 PTA 204
NEUROLOGY FOR PTA's WITH LAB 4 PTA 206 INTERMEDIATE CLINICAL
PRACTICE 4 PTA 207 ADVANCED CLINICAL PRACTICE 6 PTA 208 HEALTH
TRENDS IN PHYSICAL THERAPY 1

RELATED REQUIREMENTS (A.S. PTA) (10 CREDITS)

SCI 100 PRINCIPLES OF SCIENCE FOR HEALTH PROFESSIONALS *3 SCI 261
HUMAN ANATOMY AND PHYSIOLOGY II WITH LAB 4 SOC 110
INTRODUCTION TO SOCIOLOGY 3

TOTAL CREDITS 74

PTA ELECTIVE OR EQUIVALENT**

PTA 105 EMERGENCY MEDICAL SCIENCE 2

*PTA students who are considering enrolling in the BS Biology Completion Program for Physical Therapist Assistants should take MAT 110 or 221 for the Math Elective; Humanities 300+ elective, and SCI 110 or SCI 130 in place of SCI 100.

**Equivalent: Currently licensed as an emergency medical technician, or current certifications in First Aid, HIV/AIDS, and Domestic Violence.

**A.S.
Physical Therapist Assistant Program**

Evening Division

SUGGESTED PROGRAM
(Please see course titles previous page)

FIRST YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

Oct-Dec Jan-Mar Mar-June June-Aug PTA 101 2 PTA 100 3 PTA 103 4 PTA 102
3 SCI 100 3 SCI 261 4 ENG 102 3 PTA 104 4 SCI 260 4 ENG 101 3 SOC 110 3 PSY
150 3 Optional Elective:
__ PTA 105 2 __ **9 10 10-12 10**

SECOND YEAR

Term V Cr. Term I Cr. Term II Cr. Term III Cr.

**Oct-Dec Jan-Mar Mar-June June-Aug PTA 201 4 PTA 203 3 PTA 206 4 PTA 207
6 PTA 202 4 PTA 204 4 HUM ELEC 3 PTA 208 1 _ CMS 200 3 MAT 105 3 _ 8 10
10 7**

*Other sequences are available

**Core requirements must be taken no later than the term specified, however, they may be taken earlier than scheduled. ENG 101, 102, CIS 215, MAT 105, HUM elective, SOC 110, PSY 150;

Total Credits 74

The Conservatory of Music

The Conservatory of Music at Lynn University provides high quality, professional performance education for gifted young musicians. Students are selected for enrollment from across the United States and globally through a stringent audition process. Artistic talent and ability are the primary criteria for admission.

The Conservatory offers baccalaureate and post-baccalaureate level programs of study to music students who have previously had extensive preparation in musical performance. The program focuses on rigorous, professional performance instruction, and offers a full and progressive curriculum leading to the Bachelor of Music - Performance Degree, or Professional Studies Diploma.

It is the goal of The Conservatory at Lynn University to set a superior standard for music performance education world-wide, and to play an active role in the cultural life of South Florida.

Bachelor of Music - Performance: A four-year program of study with specialization in piano, violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, french horn, trombone, bass trombone, tuba, or percussion, including music and academic courses.

Professional Studies Diploma: A two-year program of study at the post-baccalaureate level for students of piano, violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, french horn, trombone, bass trombone, tuba, or percussion, with emphasis in music performance studies and limited academic coursework. Please see Graduate Catalog.

All music courses are restricted to Conservatory students unless otherwise indicated.

For further information and guidelines, please refer to The Conservatory's Student Handbook or contact The Conservatory at Lynn University at (561) 999-4386 or music@lynn.edu.

BACHELOR OF MUSIC PERFORMANCE DEGREE REQUIREMENTS

CORE CURRICULUM REQUIREMENTS (38-39 CREDITS)

ENG 101 English Composition I 3 ENG 102 English Composition II 3 Math Elective 3 Math Elective 3 COA 110 Public Forum 3 THY Ear Training I - IV (*) 4 SCI 300 Acoustics **OR** 4 SCI 350 Physics I CMS 200 Introduction to Computer Applications 3 IRPS 250 Geography and World Affairs **OR** 3 IRPS 150 Contemporary Political Science MHS 261 music history:

Medieval/Renaissance/Baroque (*) 3 Foreign Language Elective 3 Foreign Language Elective 3 FRO 101 Freshman Seminar **OR** 1

TSR 101 Transfer seminar 0

MUSIC REQUIREMENTS (60 CREDITS) (PIANO - 58 CREDITS) CDS 480 Career Development Seminar 2 CON 301 Basic Conducting 2 MHS 360 music history: Classical / Romantic (*) 3 MHS 361 History of Western Music III: 20th-Century Music (*) 3 REC 300 Recital (JUNIOR) 1 REC 400 Recital (SENIOR) 1 THY 152 Fund. of Music I: Counterpoint/Elem. Harmony (*) (**) 3 THY 153 Fund. of Music II: Advanced Harmony (*) (**) 3 THY 252 Fund. of Music III: Tonal Analysis (*) (**) 3 THY 253 Fund. of Music IV: 20th Century Theory (*) (**) 3 THY Solfege I - IV (*) 4 THY 300+ MUSIC THEORY ELECTIVE 2 MHS 300+ MUSIC HISTORY ELECTIVE 2

FOR STRINGS, WINDS, BRASS, AND PERCUSSION SPO Secondary Piano I - IV FOR NON-PIANISTS (*) 4 CHM sMALL eNSEMBLE/CHAMBER MUSIC I - VIII 16 ENS lARGE eNSEMBLE/orchestra I - VIII 8

FOR PIANISTS

KSP Keyboard Skills for Pianists I - IV (*) 4

CHM SMALL ENSEMBLE/chamber MUSIC 4 eap eNSEMBLE ARTS FOR PIANISTS 4 CHM/EAP SMALL ENSEMBLE/CHAMBER MUSIC/eNSEMBLE ARTS 200+ 8 pno 325 PIANO LITERATURE i 2 pno 326 PIANO LITERATURE ii 2 pno 329 PIANO PEDAGOGY 2

SPECIALIZATION REQUIREMENTS (32 CREDITS) APM Applied Major
Instrument I - VIII 32 Strings, Winds, Brass, and Percussion Total Credits: 131

_IANO Total Credits: 128-129

(*) Credit may be awarded through placement examination.

(**) A student may also be required to register for THY-1000 (Rudiments of Theory) based on his/her music theory placement exam results. This is a review course designed by the teacher to meet the individual needs of each student for whom the course is required. THY-1000 is generally scheduled for a few weeks at the beginning of the Fall semester and is taken in addition to Freshman-Level Theory. THY-100 cannot be dropped. Credit does not count toward degrees.

Bachelor of Music performance

SUGGESTED PROGRAM:

FIRST YEAR

Fall Cr. Spring Cr.

Eng 101 English Comp I 3 Eng 102 English Comp II 3 Fro 101 Freshman Seminar 1
Coa 110 Public Forum 3 Apm 111 App Major Instrument 4 Apm 112 App Major
Instrument 4 Thy 150 Ear Training I 1 Thy 151 Ear Training II 1 Thy 152 Fund Of
Music I 3 Thy 153 Fund Of Music II 3

Thy 154 Solfege I 1 Thy 155 Solfege II 1

*Ens 111 Lge Ensemble/Orch 1 *Ens 112 Lge Ensemble/Orch 1

*Chm 111 Sm Ensemble/Chamber Music 2 *Chm 112 Sm Ensemble/Chamber Music 2

**Chm/Eap Sm Ensemble/Ensemble Arts 2 **Chm/Eap Sm Ensemble/Ensemble Arts 2 (Pianists 15) 16 (Pianists 17) 18

SECOND YEAR

Fall Cr. Spring Cr.

Irp 150 Contemporary Political Sci 3 CMs 200 Intro. To Computer Apps. 3 Math Elective 3 Apm 212 Applied Major Instrument 3 Apm 211 Applied Major Instrument 4 Thy 251 Ear Training IV 1

Thy 250 Ear Training III 3 Thy 253 Fundamentals Of Music IV 3 Thy 252 Fundamentals Of Music III 3 Thy 255 Solfege IV 1 Thy 254 Solfege III 1 Mhs 261 Music History I 3

*Ens 211 Large Ensemble/ Orchestra 1 *Ens 212 Large Ensemble/ Orchestra 1 *Chm 211 Small Ensemble/ 2 *Chm 212 Small Ensemble/ 2 Chamber Music Chamber Music

**Chm/Eap Small Ensemble/ 2 **Chm/Eap Small Ensemble 2

Ensemble Arts Ensemble Arts

(Pianists 17) 18 (Pianists 17) 18

THIRD YEAR

Fall Cr. Spring Cr. Sci SCI Acoustics Or Physics 4 Mat Math Elective 3 Apm 311 App. Major Instrument 4 Apm 312 App. Major Instrument 4 Mhs 360 Music History II 3 Mhs 361 Music History III 3

Con 301 Basic Conducting 2 Rec 300 Junior Recital 1

*Ens 311 Large Ensemble/ 1 *Ens 312 Large Ensemble/ 1

Orchestra Orchestra

*Chm 311 Small Ensemble/ 2 *Chm 312 Small Ensemble/ 2

Chamber Music Chamber Music

*Spo 311 Secondary Piano I 1 *Spo 312 Secondary Piano II 1

**Chm/Eap Small Ensemble/ 2 **Chm/Eap Small Ensemble/ 2

Ensemble Arts Ensemble Arts

**Pno 325 Piano Literature I 2 **Pno 326 Piano Literature II 2

**Ksp 311 Keyboard Skills For 1 **Ksp 312 Keyboard Skills For 1

Pianists I Pianists II

(Pianists 18) 17 (Pianists 16) 15

FOURTH YEAR

Fall Cr. Spring Cr. Lan LAN Foreign Language Elec. 3 Lan Foreign Language Elec. 3 Hcds 480 Career Development Seminar 2 Apm 412 Applied Major Instrument 4 Apm 411 Applied Major Instrument 4 Mhs 300+ Music History Elective 2 Thy 300+ Music Theory Elective 2 Rec 400 Senior Recital 1

*Ens 411 Large Ensemble/Orchestra 1 *Ens 412 Large Ensemble/Orchestra 1

*Chm 411 Small Ensemble/Chamber Music 2 *Chm 412 Small Ensemble/Chamber Music 2

*Spo 411 Secondary Piano III 1 *Spo 412 Secondary Piano IV 1

**Chm/Eap Small Ensemble/Ensemble Arts 2 **Chm/Eap Small Ensemble/Ensemble Arts 2

*Pno 329 Piano Pedagogy 2 *Ksp 412 Keyboard Skills For Pianists IV 1

*Ksp 411 Keyboard Skills For Pianists III 1 (Pianists 13) 14

(Pianists 16) 15

Total Credits: 129 For Pianists

131 For Strings, Winds, Brass and Percussion

*FOR STRINGS, WINDS, BRASS, AND PERCUSSION ONLY **FOR PIANISTS ONLY

PART 7. COURSE DESCRIPTIONS

A course description indicates that the University is currently offering the course, however, if a degree program is discontinued, the courses offered for that program shall be restricted to those students previously enrolled in the program.

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COURSE DESIGNATION GUIDE

ACC Accounting
ADE Adult Education
ADS Art and Design
AFD Fashion Design
APM Applied Music Studies
AVM Aviation Management
BUS Business
CAP Communication Arts Performance
CED Continuing Education_CDS Career Development Seminar
CHM Chamber Music Studies

CMS Computer Management Systems
COA Communications
COI International Communications
CON Conducting
CRJ Criminal Justice_DST Directed Study
EAP Ensemble Arts for Pianists
EDU Education
ENG English
ENS Ensemble Music Studies
ESL English as a Second Language
EXP Expressive Studies
FRO Freshman Seminars
FSE Funeral Service
HA Hospitality Administration
HCA Health Care Administration
HIS History
HNR Honors Seminars
HS Human Services
HUM Humanities
INB International Business
IRPS International Relations/Political Science
KSP Keyboard Skills for Pianists
LAN Language
MAT Mathematics
MHS Music History
MKT Marketing
MUS Music
NUR Nursing
PE Physical Education_PED Pedagogy
PNO Piano
PTA Physical Therapist Assistant
PSY Psychology
REC Recital
SCI Science
SOC Sociology
SPO Secondary Piano
TAP The Advancement Program
THY Music Theory
TSR Transfer Seminar

COURSE NUMBER GUIDE

The first (left-hand) digit of the course number has the following significance:

Freshman Courses 100 Level (lower division courses)
Sophomore Courses 200 Level (lower division courses)
Junior Courses 300 Level (upper division courses)
Senior Courses 400 Level (upper division courses)

Please note: Course numbers 297, 397 and 497 denote Independent research projects or other approved phases of research or independent study. They are available in all disciplines and the prerequisite is the permission of the appropriate College Dean. 1-3 credit hours.

COURSE DESCRIPTIONS

ACC 201 financial ACCOUNTING

A study of the fundamental principles and procedures of accounting as applied to the sole proprietorship, partnerships, and corporations. Emphasis is on the accounting cycle, asset valuation, income determination, and preparation of financial statements. Advisory note: student receiving a grade less than "C" may experience academic difficulty in ACC 202. 3 credit hours.

ACC 202 MANAGERIAL ACCOUNTING

The study of managerial or cost accounting concepts and techniques with applications to planning and control. Emphasis is on cost-profit-volume analysis, branch accounting, variable and absorption costing, cash flows, budgets and statement analysis. Prerequisite: ACC 201. 3 credit hours.

ACC 311 INTERMEDIATE ACCOUNTING I

A course which broadens the accounting student's knowledge of accounting theory and practice. Topics include foundations of accounting theory, the accounting process,

financial statements, and a comprehensive examination of current and long-term assets. Prerequisite: ACC 202. 4 credit hours.

ACC 312 INTERMEDIATE ACCOUNTING II

A continuation of Intermediate Accounting I, extending the coverage to include long-term liabilities, corporate accounting, income tax allocation, cash flow statements, changing accounting methods, financial statement analysis, pensions, leases, and non-current investments. Prerequisite: ACC 311. 4 credit hours.

ACC 321 FEDERAL TAXATION I

A course covering the determination of the taxable income of individuals and business entities for federal income tax purposes. Emphasis is on the preparation of an individual's tax return in accordance with Internal Revenue Service regulations. Prerequisite: ACC 202. 3 credit hours.

ACC 322 FEDERAL TAXATION II

A study of the income taxation of partnerships, corporations, trusts, and estates and their beneficiaries. Special emphasis on new tax regulations, tax planning, and the formation of business entities. Prerequisite: ACC 321. 3 credit hours.

ACC 331 COST ACCOUNTING

A course emphasizing cost accounting concepts, analysis, and procedures applied as a managerial tool for planning and controlling operations of a business. Topics include the accountant's role in the organization, basic cost principles, standard costs, budgeting, direct costs, overhead, job order and process costing, and inventory valuation. Prerequisite: ACC 202. 3 credit hours.

ACC 332 ADVANCED COST ACCOUNTING

A continuation of the study of planning, cost control, cost standards, cost profit volume, break-even analysis, direct and variable costing. The emphasis will be on applying these concepts to management decision making using modern quantitative techniques. Prerequisite: ACC 331. 3 credit hours.

ACC 451 ACCOUNTING FOR NON-PROFIT ORGANIZATIONS

The accounting theory and practice of non-profit organizations including hospitals, schools, and state and local governments. Prerequisite: ACC 312. 3 credit hours.

ACC 461 ADVANCED ACCOUNTING

An advanced accounting course dealing with business combinations and consolidated entities, partnership and branch accounting, and foreign currency translation. Prerequisite: ACC 312. 3 credit hours.

ACC 465 ACCOUNTING THEORY

A study of the recent trends in the accounting profession with an emphasis on researching and reviewing the accounting literature. Prerequisites: ACC 461 and Senior standing. 3 credit hours.

ACC 471 ACCOUNTING SYSTEMS

A course providing a basic knowledge of information systems and their role in the performance of the accounting function in business organizations. This basic knowledge includes an understanding of the flow of accounting data, familiarity with the application of internal control, and an understanding of the use of computers in accounting information systems. Prerequisites: ACC 312, CIM 315. 3 credit hours.

ACC 480 AUDITING

A course representing the audit standards and techniques used in audit engagements, the nature of audit evidence, professional ethics, audit reports, statistical testing, and auditing. Prerequisite: ACC 471. 3 credit hours.

ACC 485 ADVANCED AUDITING

A continuation of the study of auditing standards, concepts and assumptions with an emphasis on EDP applications. Use of case studies will be introduced. Prerequisite: ACC 480. 3 credit hours.

ACC 490 CPA PROBLEMS

The theory and practice portions of the CPA exam are thoroughly discussed and analyzed. Emphasis will be on actual test taking and problem evaluation. Prerequisites: ACC 461 and Senior standing. 3 credit hours.

ADE 301 FULFILLING CAREER OBJECTIVES - ADULT EDUCATION

Structured for adults in transition, designed to assist adult learners in finding more personal satisfaction and reward in the job market. This course focuses on the relationship between self-understanding and potential careers. Emphasis will be placed on dislocated workers, dual-career couples, career change and the various stages of career development. It introduces the learner to the concepts of career support systems from the employer's perspective. 3 credit hours.

ADE 310 CAREER MANAGEMENT AND THE ORGANIZATION - ADULT EDUCATION

An overview of principles, practices, and procedures to apply personal and

professional career objectives. Specific attention will be given to the practical steps in designing an effective campaign to launch a career and enable students to take charge of their future. Focus will be on issues relating to career choice, employability skills, implementing a job search campaign, successful interviewing strategies, networking, career management and principles of professional conduct. 3 credit hours.

ADS 105 DRAWING I

A course designed to help students visualize their thoughts in drawings, beginning with the basics of drawing, to free-hand drawing of three dimensional objects. 3 credit hours.

ADS 106 DRAWING II

Training in the fundamental elements of commercial and fine art drawing. 3 credit hours.

ADS 120 DESIGN I

An introduction to the study of line, form, color, and texture with emphasis on the organization of these elements into composition. 3 credit hours.

ADS 121 DESIGN II

Lay-out, paste-up, and composition; typestyle and story boards. 3 credit hours.

ADS 130 HISTORY OF INTERIOR DESIGN AND ARCHITECTURE

A survey course tracing development of interiors in relationship to architectural history from ancient Egypt to the present time. 3 credit hours.

ADS 150 SPACE PLANNING

The study of creating spaces that will be practical and comfortable and will serve their intended purpose. Planning tools such as matrix, bubble diagrams and flow charts will be studied. Color, lighting and ergonomics will be covered. 3 credit hours.

ADS 205 BASIC RENDERING

The materials and methods used in advertising and graphic design. Figure indication and the preparation of roughs and comprehensives. 3 credit hours.

ADS 210 BASIC LIFE DRAWING

Through the use of the live model and lectures in basic anatomy, the course examines life drawing as a preparatory process to the creation of a finished work. 3 credit hours.

ADS 211 LIFE DRAWING FUNDAMENTALS

Through the use of the live model and lectures in basic anatomy, the course uses drawing as a finished work. Figure drawing stressing the use of light and proportion. 3 credit hours.

ADS 223 FASHION ILLUSTRATION

Developing awareness of design needs in the fashion world through color, fabrics, and figure proportions. Developing designer's sketches with emphasis on drawing and design rendering. 3 credit hours

ADS 225 desktop publishing (quark)

An introduction to the variety of graphics that can be generated by computers. Hands-on experience producing computer generated graphics. Lab fee: \$30. 3 credit hours.

ADS 230 PHOTOGRAPHY

Fundamentals of photography, including picture-taking, camera technique, film developing, and print-making. Lab fee: \$30. 3 credit hours.

ADS 235 PRINTMAKING I

This course deals with Lino-Cut, Wood-Block and Collographs as ways of making multiple images. 3 credit hours.

ADS 240 DRAFTING I

The study of and practice in basic drafting skills for the interior design field. Includes a study of Codes and Standards, perspective, floor plans and orthographic projections. 3 credit hours.

ADS 241 DRAFTING II

Development of technical drafting skills including orthographic projections and furniture design. Further emphasis is given to Codes and Standards. Prerequisite: ADS 240. 3 credit hours.

ADS 245 ENVIRONMENTAL DESIGN

Basic theory and techniques of environmental design in a two-dimensional form. Areas of interest include interior design, landscape, architecture, and urban planning. 3 credit hours.

ADS 246 GRAPHICS I

The basics of design are used to develop two dimensional designs that serve specific commercial needs. Prerequisite ADS 121 or Instructor's permission. 3 credit hours.

ADS 250 SCULPTURE I

Introduction to basic sculptural processes, such as additive, subtractive, and fabrication. 3 credit hours.

ADS 261 COLOR THEORY I

Through the use of acrylics and various tools and techniques, basic technical skills and color relationships are learned. 3 credit hours.

ADS 262 COLOR THEORY II

Development of color awareness, methods of collecting and considering color images
Discussion of historical and contemporary examples. 3 credit hours.

ADS 267 PORTFOLIO AND EXHIBITION I

During this course, the student's Foundation Portfolio is assessed. Academic and career directions are planned. 3 credit hours.

ADS 270 PROFESSIONAL PRACTICES

All those things that spell the difference between amateur and professional, including ethical, legal proposals, contracts, work-orders, patents, copyrights and trademarks. 3 credit hours.

ADS 271 figure drawing materials

An investigation into the materials available and how they relate to the expressive needs of the individual student. 3 credit hours.

ADS 310 EARLY ART HISTORY

From pre-historic art to the art of the early Renaissance. Prerequisite HUM 100 or 105. 3 credit hours.

ADS 311 modern ART HISTORY

From High Renaissance (1450) to the Age of Impressionism (1850). Prerequisite HUM 100 or 101. 3 credit hours.

ADS 313 HISTORY OF PHOTOGRAPHY and FILM PRINCIPLES

History and development of photography and film from its beginning to the present, focusing on the creative and technical aspects. 3 credit hours.

ADS 314 history of photography and film concepts

The student will gain an understanding of the basic concepts used in both photography and film, and their impact on the artist. 3 credit hours.

ADS 315 ART HISTORY: IMPRESSIONISM TO 1945

Slide lectures beginning in 1860 with Manet, Renoir and Monet through to 1945, ending with the work of Hans Hoffman. Prerequisite HUM 100 or 101. 3 credit hours.

ADS 325 HISTORICAL RESTORATION AND PRESERVATION

The study of interiors with historical significance, abroad and from the National Register of Historic Places. Prerequisite SCI 130. Field trips included. 3 credit hours.

ADS 326 ELECTRONIC DESIGN (ILLUSTRATOR)

Using Adobe Illustrator software's timesaving features and smooth integration with other softwares to create electronic solutions to graphic design problems. Prerequisite: ADS 225. Lab fee: \$30. 3 credit hours.

ads 327 DIGITAL IMAGING (PHOTOSHOP)

Photo design and production. Helps you design interactive web graphics or prepare sophisticated images for point presentations and the web. 3 credit hours.

ADS 330 COLOR PHOTOGRAPHY

Advanced study in the use of color in photography; includes processing of color negatives and slides. Coordinated work with certain other art and fashion classes is required. Prerequisites: ADS 230, ADS 231. Lab fee: \$30. 3 credit hours.

ADS 331 basic textiles

This course explores the various ways in which textile design interacts with fashion and interior design professions. 3 credit hours.

ADS 333 ADVANCED PHOTOGRAPHY

Further study of photography as an art form; includes use of color in photography, experimentation in composition, and techniques of processing. Prerequisite: ADS 230. Lab fee: \$30. 3 credit hours.

ADS 342 THREE DIMENSION DESIGN

Development of basic skills for building three dimensional, conceptual and presentation models of products, furniture, and buildings. 3 credit hours.

ADS 346 RENDERING fundamentals

The methods of rendering presentations for a variety of projects, depending on the major of the student: interior, graphic, product, or environmental. Prerequisite: ADS 205. 3 credit hours.

ADS 347 GRAPHICS II

A further investigation into the materials and methods of graphic design. Prerequisite: ADS 146. 3 credit hours.

ADS 351 ADVERTISING PRODUCTION

Layout and production of mechanical art work for printing process, including layout mechanics and skills, photostating and typography. 3 credit hours.

ADS 352 PRINTMAKING II

Expands on the intaglio process, including line etching, engraving, aquatints and lift grounds. Includes lectures in printmaking history. Prerequisite: ADS 140. 3 credit hours.

ADS 353 PRINTMAKING materials

Advanced intaglio process. Advanced techniques in color printing and photo-etching. Prerequisite: Permission of instructor. 3 credit hours.

ADS 360 CORPORATE IDENTITY

Students research and develop those design elements that identify and advertise a corporation: logos, trademarks, stationery, annual reports. 3 credit hours.

ADS 361 SCULPTURE II

An exploration of the casting process. Students participate in all areas of sand, basic foundry processes including ceramic shell, direct and experimental casting. Metals include bronze and aluminum. Permission of instructor. 3 credit hours.

ADS 362 SCULPTURE materials

Development of individual vision through an exploration of various materials. Options include clay, wood, stone, plaster and metal Prerequisite: Permission from instructor. 3 credit hours.

ADS 363 PAINTING materials

Emphasis on an individual aesthetic related to materials. This is developed through a series of self-directed problems. Prerequisite: Permission of instructor. 3 credit hours.

ADS 365 PRODUCT ILLUSTRATION

An advanced drawing class stressing personal and creative use of tools and techniques to illustrate products, packaging, books, and magazines. 3 credit hours.

ADS 371 FIGURE drawing methods

Explores the various methods used for finding individual styles of expression. Includes discussions of the historical and contemporary use of the figure in art. Prerequisite: Permission of instructor. 3 credit hours.

ADS 372 typography

Typographical forms studies as both visual and verbal means of communication. 3 credit hours.

ADS 380 INTERPRETIVE FIGURE materials

The course will focus on the dialogue between figuration and abstraction. The materials used will be those chosen by the student as a result of his/her participation in ADS 271, or from consultation with instructor. Prerequisite: Permission of instructor. 3 credit hours.

ADS 410 ART HISTORY-1945 TO THE PRESENT

Slide lectures beginning with the development of Abstract Expressionism through to the artists of today. Prerequisite: Art History III or permission of instructor. 3 credit hours.

ADS 425 digital applications

A "capstone" course using all available graphics software including Quark, Illustrator and Photoshop. Course involves field trips to printshops, design production shops. Prerequisite: Senior and permission of instructor. Lab fee: \$30. 3 credit hours.

ADS 431 TEXTILE DESIGN

Using computer graphics and more conventional methods. Graphic designs as applied to the textile industry. 3 credit hours.

ADS 440 PHOTOGRAPHY OF INTERIORS

Students will photograph and analyze outstanding and award winning interiors in the Boca Raton and Palm Beach areas, with attention to color, lighting, and overall effect. Prerequisite: ADS 230. 3 credit hours.

ads 441 fashion photography

Studio and on-site photography, working with requirements particular to the fashion design industry. Prerequisite: ADS 230. 3 credit hours.

ADS 460 SIGNAGE DESIGN

Designing signs from billboards to bulletin boards, from doorways to roadways. Designing for the appropriate materials and technology. 3 credit hours.

ADS 470 ADVANCED GRAPHIC DESIGN

Design as it relates to visual communications. Typography, symbol, image, and visual organization are considered in the context of contemporary practice. Prerequisite: ADS 372. 3 credit hours.

ADS 481 interpretive figure methods

This course emphasizes the methods used for expressing personal interpretations of figure. Working from the model is balanced with seminars on modern and early master drawing. Students participate in conducting seminars and critiques. Prerequisite: ADS 371 or permission of instructor. 3 credit hours.

ADS 485 INTERNSHIP

Under the direction of the Art/Design faculty, the student has the opportunity to pursue experience with practicing professionals in the Boca Raton area.
3 credit hours.

ADS 490 PORTFOLIO AND EXHIBITION II

A "capstone" course which assesses and enhances each student's portfolio. The students, as a group, demonstrate their ability to collaborate by designing and mounting an exhibition of their best work. For graduating seniors in the ADS program. Pre- requisite: ADS 276. 3 credit hours.

ADS 491 art and design SEMINAR

A "capstone" course, the main objective of which is to assess the degree to which the student has assimilated the knowledge and information of preceding courses. This is done through discussion, papers, essay exams and group critiques of work-to-date. For graduating seniors in the ADS program. 4 credit hours.

ADS 492 GRAPHICS PRACTICUM

Individual project where the instructor acts as client and critic. Student follows through from proposal and contract to final presentation. 3 credit hours.

ads 493 professional practices ii

A "capstone" course that increases the students' ability to seek employment and to succeed in the design professions. Students design, prepare and deliver individual and team presentations, including portfolio and resume to a small audience. Prerequisite: Senior and permission of instructor. 3 credit hours.

ADS 494 THESES DRAWING I

This course will be designed by the individual student based on initial group discussions. The priorities of a useful Theses drawing class will be established. Questions that will be asked are: What does each Theses need in the way of support drawings? Which source materials are best suited for each Theses (the figure, abstraction, nature, the city)? How will drawing aid in the development of personal imagery? Group and individual critiques. Prerequisite: Permission of instructor. 4 credit hours.

ADS 495 THESES DRAWING II

This course is a continuation of Theses Drawing I with an emphasis on preparations for a variety of presentation techniques including framing, portfolios, and slides. Group and individual critiques. 4 credit hours.

ADS 499 (MAJOR) THESiS

A "capstone" course involving the production of a body of work in which personal imagery, concept and technique are successfully integrated. Includes a written description of the student's personal aesthetic. For graduating seniors in the ADS program. 4 credit hours.

AFD 250 CONSTRUCTION FOR THE APPAREL INDUSTRY

Knowledge of construction techniques necessary for informed decisions regarding quality of apparel and a basic understanding of fashion product manufacturing. Projects are required. 3 credit hours.

AFD 310 TEXTILE DESIGN

A study of textile design emphasizing construction, color, and finishing. Selection of appropriate fabrics for apparel and interior furnishings. Projects are required. 3 credit hours.

AFD 350 ADVANCED CONSTRUCTION FOR THE APPAREL INDUSTRY

Construction skills emphasizing tailored garments and manufacturing techniques. Projects are required. Prerequisite: AFD 250 or permission of instructor. 3 credit hours.

AFD 450 APPAREL INDUSTRY DESIGN TECHNIQUES

Clothing design execution through flat pattern and draping techniques. Projects are required. Prerequisite: AFD 350 or permission of instructor. 3 credit hours.

AFD 470 ADVANCED APPAREL INDUSTRY DESIGN TECHNIQUES

Planning and execution of an apparel line by the student. Presentation of the line is required. Prerequisite: AFD 450 or permission of instructor. 3 credit hours.

APM 111-612 applied music-major instrument

In this course, students strived to develop their individual musical performance ability to its fullest potential, both musically and technically. Students receive training through scales, arpeggios, etudes, exercises, and a broad variety of repertoire. Students develop independent thinking with the understanding of musical color, shape, form, style, direction and control as necessities of musical art. In addition to individual teaching, weekly studio class sessions present a performance workshop dealing with various topics such as technique, performance and pedagogy. 4 credit hours.

AVM 102 AVIATION HISTORY

A survey of the entire spectrum of aviation, its evolution from balloons to supersonic transports and space travel, its contemporary situation and problems, and its potential. 3 credit hours.

AVM 120 PRIMARY FLIGHT THEORY

Provides the student with the theoretical knowledge necessary to meet all FAA requirements (written examination and oral test) for a private pilot's certificate for a single-engine, land class airplane. Lab fee: \$50. 4 credit hours.

AVM 121 PRIMARY FLIGHT TRAINING

Provides the student with the skills and aeronautical experience necessary to meet the requirements for solo flight in a single-engine, land category airplane and prepares the student for the flight test required for a private certificate. 2 credit hours.

AVM 220 INSTRUMENT FLIGHT THEORY

Advanced flight theory which prepares the student for the FAA written and oral tests leading to the instrument rating. Prerequisite: AVM 120. Lab fee: \$100. 4 credit hours.

AVM 221 INSTRUMENT FLIGHT TRAINING

Advanced training which provides the student with the necessary piloting skills and knowledge required for the FAA flight test leading to the instrument rating. Prerequisite: AVM 121. 2 credit hours.

AVM 226 AVIATION WEATHER

A study of atmospheric phenomena, weather principles, forecasting techniques, and weather information dissemination as they relate to and impact flight operations. 3 credit hours.

AVM 230 COMMERCIAL FLIGHT THEORY

Provides the required flight theory and prepares the student for the FAA written and oral tests for the commercial pilot certificate. Prerequisite: AVM 220. Lab fee: \$100. 3 credit hours.

AVM 231 COMMERCIAL FLIGHT TRAINING

Completes the required flight knowledge and skills, and prepares the student for the FAA flight test leading to the commercial pilot certificate. Prerequisite: AVM 221. 1 credit hour.

AVM 250 AVIATION SAFETY AND HUMAN FACTORS

A study of the physiological, psychological, and physical factors that directly affect air operations and flight safety. Included are reviews and discussions of safety parameters and aircraft accidents and incidents that reflect human factor involvement. 3 credit hours.

AVM 310 FLIGHT INSTRUCTION METHODS AND PROCEDURES

Methodology and requirements of flight instruction which prepare the student for the FAA flight instructor's examination. (Not required in flight option; available as an elective.) Flight training and successful completion of all requirements for the commercial flight instructor's ratings are involved. Lab fee: \$30. 4 credit hours.

AVM 330 AIR TRANSPORTATION INDUSTRY

An overview of the contemporary air transportation industry, both domestic and foreign, including the industry's evolution, structure, regulation, administration, aircraft, and its future. 3 credit hours.

AVM 331 AVIATION REGULATION AND LAW

A study of the evolution of aviation regulation and law, which together govern air transportation and the aviation industry. Included are certain sections of current Federal Air Regulations (FARs), landmark court cases that have significantly affected air travel, and various conventions and agreements by which domestic and international air transportation are governed. 3 credit hours.

AVM 341 AVIATION OPERATIONS I

A detailed study of operating and managing an airport, principally viewed from the public sector standpoint. Included are the manager's functions and responsibilities, applicable local, state, and national regulatory requirements, together with preparation of an airport's master plan. 3 credit hours.

AVM 346 AVIATION OPERATIONS II

An analysis of all aspects of fixed base operations, including flight training, charters and rentals, contract services, transient flight operations, and community relations. 3 credit hours.

AVM 441 AVIATION OPERATIONS III

An analysis of contemporary management techniques applied to the airline industry, present industry problems, and flight operations. Included are aspects of scheduling, passenger service, maintenance, aircraft selection, labor relations, strategic planning, all included in a major student project. 3 credit hours.

AVM 481 AVIATION SEMINAR

A series of discussions and analysis of contemporary management problems in aviation. Individual student research and reports are required. 3 credit hours.

BUS 101 INTRODUCTION TO THE FASHION BUSINESS

An examination of the scope of fashion industry opportunities. The production and distribution of fashion products are explored leading to an awareness of interaction of various aspects of the industry. 3 credit hours.

BUS 140 FASHION EVENTS MANAGEMENT

The fashion show and its role in retail sales is examined. Course requirements include research, analysis, and forecasting of fashion trends and presentation of fashion shows. Prerequisite: BUS 101. 3 credit hours.

BUS 170 MICROECONOMICS

Introduces the student to the basic principles of microeconomics which are concerned with the interrelationship of individual business firms, industries, consumers, workers, and other factors of production that comprise a modern economy. 3 credit hours.

BUS 171 MACROECONOMICS

Introduces the student to the basic principles of macroeconomic concepts and their importance in our economy. Concepts include national income, total consumption, total investment, and the influence of the nation's economy upon contemporary social problems. 3 credit hours.

BUS 200 introduction to business

For the non-business student, an introduction to various key facets of the business spectrum, including economics and business systems, forms of organizations, the management and marketing processes, accounting and financial matters, legal and regulatory aspects, and ethics and social responsibilities of business. (The course is open only to students outside the College of Business and Management.) 3 credit hours.

BUS 228 BUSINESS COMMUNICATION

A study of the principles and practices underlying administrative communications. Beginning with an exploration of the needs of a communication system within organizations, the course focuses on the nature and effects of organization design, interpersonal and role-based communication behaviors, problem-solving, and motivation. Techniques in written and oral communication are included. Prerequisite: ENG 102. 3 credit hours.

BUS 240 FASHION BUYING

The student focuses on the role of the buyer in the retail organization and on buying techniques in the planning, obtaining and controlling of merchandise assortments. Consumer buying motivations are analyzed in terms of implications for retail buying. Prerequisite: BUS 101. 3 credit hours.

BUS 250 PRINCIPLES OF MANAGEMENT

A study of the development of managerial thought and an analysis of managerial functions. Consideration is given to the functions of planning, organizing, coordinating, and controlling in the practice of supervisory and middle management. 3 credit hours.

BUS 260 DESIGN HISTORY FOR MANAGERS

A study of design details of apparel, including an analysis of historical influences and contemporary fashion creators. Student projects and presentations required with a focus on management decisions. Prerequisite: BUS 101. 3 credit hours.

BUS 290 fashion INTERNSHIP I

Opportunity for fashion students to gain on-the-job experience through an internship placement. Advisor / Dean permission required. 3 credits.

BUS 300 fashion EVENTS management

Fashion events and their role in retail sales are examined. Course requirements include research, analysis, and forecasting of fashion trends and presentation of fashion events. Individual projects are required, including detailed plans for a fashion event. Group projects are also incorporated in the course, including community contacts with local apparel firms. Prerequisites: BUS 101 and computer word processing ability. 3 credit hours.

BUS 310 INTRODUCTION TO SMALL BUSINESS MANAGEMENT

A study of how small businesses and entrepreneurial ventures are started. The course concentrates on formulating a basic understanding of small businesses and new business ventures. Particular emphasis is given to recognizing and evaluating new opportunities and how to begin gathering resources for those that prove viable. Prerequisites: BUS 250 and MKT 250. 3 credit hours.

BUS 311 CORPORATE FINANCE

The theories, practices, procedures, and problems involved in modern corporate financial management; financial analysis common to investment and business financial management decisions with special attention to the analysis of corporate equity and debt securities. Prerequisites: ACC 201 and ACC 202. 3 credit hours.

BUS 312 BUSINESS LAW I

An introduction to business law with primary focus on contract, agency, negotiable instruments, and sales. 3 credit hours.

BUS 313 BUSINESS LAW II

A continuation of business law topics with emphasis on business organization, personal and real property, estates, and bankruptcy. Prerequisite: BUS 312. 3 credit hours.

BUS 315 RETAILING MANAGEMENT

Study of organization and operation retail establishments from management perspective. Topics include customer service, information systems, staffing, and managing responsibilities. Prerequisite: BUS 250. 3 credit hours.

BUS 320 TEXTILE KNOWLEDGE FOR MANAGERS

Comprehensive survey of the materials and production methods involved in making fabrics with focus on fiber, yarn, and construction. Federal regulations pertaining to textiles are also covered with an emphasis on typical managerial decisions. 3 credit hours.

BUS 321 INVESTMENTS

Role of investment banking in the financial organization, investment banking houses, relations of investment banking to other financial institutions, regulation of investment banking and the security markets, and current problems and developments in investment banking. Prerequisite: ACC 202 and BUS 311. 3 credit hours.

BUS 322 STATISTICS FOR BUSINESS AND ECONOMICS

A conceptual introduction to the field of statistics and its many applications, particularly in the fields of business and economics. Topics include descriptive statistics, probability distributions, sampling, hypothesis testing, regression analysis and statistics methods for quality control. Prerequisite: MAT 110. 3 credit hours. (Note: This course may satisfy a core math requirement.) Math credit will **not be awarded for both BUS 322 and MAT 221.**

BUS 332 HISTORY OF AMERICAN BUSINESS

This course is a survey of the development of American business from colonial times to the present. The course will investigate the evolution of modern managerial capitalism, study some of the people who created it, organized it, and then made it work. Course material will focus on methods with which entrepreneurs and managers responded to technological and strategic opportunities. Special consideration will be given to the processes by which key innovations were brought to the marketplace and their impact on business organization. Ways in which modern business has been shaped by the state and by organized labor will be explored. Prerequisite: Permission of the instructor. 3 credit hours.

BUS 340 ORGANIZATIONAL BEHAVIOR

Analysis of organizational behavior based upon theory and research in the behavioral sciences and applied to management of organizations. Concepts include human motivation, structural environment and social factors influencing behavior, conflict, leadership style, and factors involving the dynamics of organizations. Prerequisites: BUS 250. 3 credit hours.

BUS 350 HUMAN RESOURCE MANAGEMENT

A comprehensive study of the practice of modern man power management. Areas of concentration include employee recruitment, placement, and development, performance appraisal techniques, comprehensive systems, employee benefits design, and training program design and evolution. Prerequisite: BUS 250. 3 credit hours.

BUS 352 MONEY, BANKING, AND MONETARY POLICY

Nature, functions, and sources of money, domestic and international features of monetary systems, monetary and banking history, financial institutions and markets, commercial and central banking, monetary theory and policy, and their relationship to fiscal policy. Prerequisites: BUS 170 and BUS 171. 3 credit hours.

bus 370 business ñ special topics

A course that will explore different areas of business. Topics may include specific industries, organizational behavior, legal aspects, finance, management strategies and e-commerce. 3 credit hours. Can be repeated for credit as topics change.

BUS 371 FASHION INDUSTRY TOUR

This seminar, held in a fashion center, consists of an orientation to the city and seminars in a variety of areas by professionals in the field of sale, apparel design, fashion retail, advertising, apparel manufacturing and journalism providing an overview of the fashion industry at work. Discussion and required written projects focus on current topics of concern to the primary market, secondary market and retailers. Enrollment is limited. Prerequisite: Permission of the instructor. 3 credit hours.

BUS 372 LEGAL AND REGULATORY ASPECTS OF MANAGEMENT

This course addresses the legal and ethical assumptions of laws and administrative rules and procedures that affect the management process. Prerequisite: BUS 250. 3 credit hours.

BUS 380 DEVELOPMENT AND ADMINISTRATION OF COMPENSATION PROGRAMS

This course is designed to examine and evaluate factors affecting an employee's salary and compensation package. Special attention is given to Equal Opportunity and Office of Safety and Health Administration legislation through a series of case studies and simulations. Prerequisite: BUS 350. 3 credit hours.

BUS 400 FINANCING SMALL BUSINESS AND ENTREPRENEURIAL VENTURES

An introduction to the study of financing small businesses and entrepreneurial ventures. Emphasis will be on introducing government sources, commercial banking sources, investment banking, and other potential venture capital sources. The student will develop a financial business plan to present to a financial institution.

Prerequisites: ACC 202, BUS 310. 3 credit hours.

BUS 411 MANAGING APPAREL PRODUCT DEVELOPMENT

Topics include analysis of design and construction methods, CAD techniques, global sourcing, apparel manufacturing processes, quality control and management of apparel production. Student projects required. Prerequisites: BUS 101, 260. 3 credit hours.

BUS 420 REAL ESTATE LAW

A study of the law as it applies to ownership and transfer of real property, contracts for sale, leases, options, mortgages and liens, conveyancing processes and title insurance, zoning, condemnation, and other elements relative to commercial and personal interests in real estate, including analysis of forms and practical applications. 3 credit hours.

BUS 422 QUANTITATIVE BUSINESS ANALYSIS

Application of quantitative analysis to business problems. Topics include: probability concepts, forecasting, decision, making use of probabilities under certainty and uncertainty, cost volume-profit analysis, inventory. EOQ models, linear programming, simplex method, networking, integer programming, simulation, queuing theory, and Markoff analysis. Prerequisite: BUS 322. 3 credit hours.

BUS 430 LABOR RELATIONS

A study of the collective bargaining process and its impact on the economy. Included are cases studies and arbitration cases in the private and public sectors. Prerequisite: BUS 350. 3 credit hours.

BUS 431 MANAGING GROWING BUSINESSES

An emphasis on the necessary changes in management strategies as a business grows from its inception through maturity. Prerequisite: BUS 310. 3 credit hours.

BUS 432 MANAGING FAMILY BUSINESSES

Emphasis on particular problems associated with family businesses such as taxes, estate planning, financing, and contractual agreements. Prerequisite: BUS 310. 3 credit hours.

BUS 445 Enterprise, entrepreneurship, and ethics

Analysis of forces external to the firm which influence its goals, structure, and operation. Includes legal and regulatory constraints, the social, political, technological factors that influence managerial and non-managerial behavior in the firm and the firm's impact on society. Through an understanding and application of various ethical and moral schools of thought, the students will acquire skills necessary for making ethical decisions in the business world. Specific cases are also studied. Prerequisites: Senior standing and Business major. 3 credit hours.

BUS 451 Real estate investments

Fundamental problems and principles involved in the organization, management, and control of real estate operations. Analysis of real estate financing, including sources and procedures for financing different types of real estate. Prerequisite: ACC 202. 3 credit hours.

BUS 455 INTEGRATIVE MANAGEMENT

Focuses on the activities and interactions among functional units of a firm. Emphasis s on organizational learning, culture and change. Prerequisites: Business major and senior standing. 3 credit hours.

BUS 460 BUSINESS POLICY

Theory and practice of determining and implementing policy. Actual case studies of business organizations, including the determination of top-level company policy in such functional areas as finance, marketing, and production are studied. Prerequisites: BUS 455 and Senior standing. 3 credit hours.

BUS 470 TRAINING AND DEVELOPMENT

Familiarizes the student with the philosophy and the tools that are necessary to improve the daily procedures, systems, quality, cost, and yields related to the job. 3 credit hours.

BUS 480 FASHION MANAGEMENT AND DESIGN SEMINAR

A capstone course for fashion students to integrate merchandising, management, design production, and marketing topics in preparation for employment in the industry. Guest speakers are incorporated. Student presentations required. Prerequisite: BUS 411. 3 credit hours.

BUS 490 FASHION INTERNSHIP II

Opportunity for fashion students to gain on-the-job experience through an internship placement. Advisor / Dean permission required. Prerequisite: BUS 290. 3 credits.

BUS 495 international study abroad program

A four to five month internship in the student's area of study will be conducted through a partner university or college. The partnership school, for example, Lynn University's, sister campus in Dublin, American College Dublin; Katoh Schools and Fuji Phoenix College in Gotemba, Japan; and ...cole CondÈ in Lyon, France cooperate with Lynn University in the administrative and academic support of each other's students in their respective county. The Study Abroad Program would offer language and other appropriate area study courses, plus living accommodations, and where possible, work assignments in local community businesses. The Study Abroad Program would be mentored by a School of Business faculty member. This experience provides the opportunity for the student to live and develop in another country both socially and academically. Participation in the Study Abroad Program requires that a sufficient number of concentration courses plus other language requirements be met to the satisfaction of the School of Business. 6 credit hours.

BUS 498/499 Business internships

Opportunity for business students to gain on-the-job experience through an internship placement. Advisor / Dean permission required. 3 - 6 credits.

CAP 106 ACTING I

Fundamental acting exercises designed to lead the student toward credibility on the stage. 3 credit hours.

CAP 206 ACTING II

Continuation of CAP 106. Prerequisite: CAP 106 or permission of instructor. 3 credit hours.

CAP 306 ACTING III

Continuation of CAP 206. Prerequisite: CAP 206 or permission of instructor. 3 credit hours.

CED 198 PORTFOLIO SEMINAR

Seminar designed to guide students through the process of developing a Portfolio of their experiential learning. 1 credit hour.

CDS 480 CAREER DEVELOPMENT SEMINAR

This course helps the Conservatory student define individual career objectives and develop the skills required to achieve these goals. Guest speakers from the faculty and the musical community visit the seminar through the semester. Prerequisite: APM 212. 2 credit hours.

CHM 111 - 612 SMALL ENSEMBLE

The chamber music program focuses on the process of coming together to achieve the most rewarding musical experience while recognizing the substantial individual and collective responsibility required of each ensemble member. Regular coachings and rehearsals form the basis for developing the skill of musical interaction. chamber groups perform as they become ready, both on campus and throughout the community. 2 credit hours.

CMS 200 INTRODUCTION TO COMPUTER APPLICATIONS

An introduction to computers and to how they can be used as a tool in business and society. The course prepares the student to understand the many facets associated with the application of computers and provides an opportunity to develop the skills necessary to utilize computers as a tool in both their professional and personal environments. Lab fee: \$30. 3 credit hours.

CMS 210 PROGRAMMING LANGUAGES I (QBASIC)

QBASIC will be used as a vehicle to explore the fundamentals of structured programming, data types, control structures, functions, subroutines and algorithms. Lab fee: \$30 Prerequisite: CMS 200. 3 credit hours.

CMS 212 PROGRAMMING LANGUAGES II (VBASIC)

V BASIC is a continuation of CMS 210 in a visual object oriented environment. Lab fee: \$30. Prerequisite: CMS 210. 3 credit hours.

CMS 215 ARTIFICIAL INTELLIGENCE

A survey of the concepts and trends in artificial intelligence. Topics include neural networks, knowledge representation, machine learning, deduction, image processing, voice recognition and expert systems. Lab fee: \$30 Prerequisite: CMS 200. 3 credit hours.

CMS 260 COMPUTER ARCHITECTURE

A study of the internal design features, organization, components and arrangements that make a modern microcomputer. Hardware, logic, firmware and software will be discussed. Lab fee: \$30 Prerequisite: CMS 200. 3 credit hours.

CMS 300 data base systems and management

Study of data base concepts, systems, and management techniques for microcomputer systems. Examination of query languages, data definition and manipulation techniques, including relational, hierarchical and network approaches to data base management systems. A survey of available software and public and commercial data base services and practice in the application of microcomputer packages is included. Prerequisite: CMS 200. Lab fee: \$30. 3 credit hours.

CMS 310 JAVA PROGRAMMING

Concepts, structure, and applications of the Java programming language. Prerequisite: CMS 212. Lab fee: \$30. 3 credit hours.

CMS 315 MANAGEMENT INFORMATION SYSTEMS

An introduction to the concept of information systems and their interaction related to business problems. The course introduces the student to the form of structured information systems and provides a basis for students to specify and develop programs and systems using directed structured analysis and programming methods. Prerequisites: CMS 200 and BUS 250. Lab fee: \$30. 3 credit hours.

CMS 320 DESKTOP PUBLISHING

An introduction to methods, techniques, conventions, and limitations of desktop publishing. Hands-on instruction will make use of a professional desktop publishing program. Projects will include composition and production of brochures, flyers, newsletters and short magazines. Course includes layout, composition, freehand art, clip art, scanning, and photo re-touching. Prerequisite: CMS 200. Lab fee: \$30 3 credit hours.

CMS 330 LOGIC DESIGN

Fundamentals of logic design including Boolean Algebra, simplification of expressions, Grey Code, combinational logic, state machines, PLD's and hardware description language. Lab fee: \$30 Prerequisite: CMS 260. 3 credit hours.

CMS 340 WEB SITE DESIGN

This is an undergraduate elective course designed to expose students to the techniques and principles of good web site design. This course will focus on creating and incorporating a series of linked web pages into a cohesive web site suitable for

publishing on the INTERNET. A popular graphic program will be used in the preliminary design of the site. Enhancements and more advanced features will be added to the web pages utilizing HTML code. Java scripts will be used and manipulated. Simple animation and multimedia elements will be created and added to the pages as appropriate. Prerequisites: CMS 200 and BUS 228, or permission of instructor. Lab fee: \$30. 3 credit hours.

CMS 345 ASSEMBLY LANGUAGE PROGRAMMING

Development of low level computer programs and firmware. Mnemonic operators, symbolic addresses, indexing, indirect addressing, macros and stack operations will be discussed. Lab fee: \$30. Prerequisite: CMS 330 and MAT 313. 3 credit hours.

CMS 350 SPREADSHEET DESIGN AND APPLICATION

Concepts and principles of spreadsheet programs and their use in the manipulation and management of numerical data are explored. The course is directed toward students in all disciplines. Available commercial software packages are reviewed. Activities in the course include constructing advanced financial spreadsheets models, printing graphs from spreadsheets, searching and sorting spreadsheet databases, and automating spreadsheet options with macro programs. Prerequisite: CMS 200. Lab fee: \$30. 3 credit hours.

CMS 360 computer ethics and law

Study of legal issues related to computer users and institutions. Topics include theft of services, rights to privacy, trademarks, patents, copyrights, contracts and royalties. 3 credit hours.

CMS 365 DATA STRUCTURES

Study of classic data structures and objects. Topics include stacks, queues, binary trees, linked lists, polymorphism, inheritance, searching and sorting techniques. Prerequisite: CMS 330. Lab fee: \$30. 3 credit hours.

CMS 370 OPERATING SYSTEM DESIGN PRINCIPLES

A study of software based management techniques for the control of computer hardware including microprocessors, memory, storage devices, peripherals, interrupt handling, stack operations and file management. Lab fee: \$30 Prerequisite: CMS 345 and CMS 365. 3 credit hours.

CMS 380 SYSTEMS ANALYSIS

Structured systems analysis including data flow, data representation, decision trees and tables, fault tolerant computing, performance analysis, deterministic and stochastic models. Lab fee: \$30 Prerequisite: CMS 365. 3 credit hours.

CMS 420 ENCRYPTION AND DATA SECURITY

Fundamental concepts and survey of encryption methods and algorithms. Data security over computer networks and verification methods will be emphasized. Prerequisite: CMS 365. Lab fee: \$30. 3 credit hours.

CMS 445 DATA COMMUNICATIONS AND NETWORKS

This course covers topics such as telecommunications, modems and client/server technology, networking, multiplexing, switching, protocols and architecture. Prerequisite: CMS 365 and BUS 322. Lab fee: \$30. 3 credit hours.

CMS 455 PROCEDURAL ORIENTED PROGRAM DESIGN

Program design and development using objects to enhance reliability, portability and security. A current programming language will be used to illustrate these concepts. Prerequisite: CMS 212. Lab fee: \$30. 3 credit hours.

CMS 456 OBJECT ORIENTED SOFTWARE DESIGN

Software design and development principles including modularity system, decomposition and data representation using objects as structures. A current programming language will be used as a representative language. Prerequisite: CMS 455. Lab fee: \$30. 3 credit hours.

CMS 481 SENIOR SEMINAR

This course provides an opportunity for students as a group to explore emerging technologies or special interest areas. Site visits and guest lecturers will be used as part of the course strategy. Prerequisite: Senior standing or permission of the Dean. 3 credit hours.

CMS 495 SENIOR PROJECT

This course is designed for senior level students as a way of providing them an opportunity to explore through research or practical experience areas of Computer Science or Information Systems. Lab fee: \$30. Prerequisite: Senior Standing. 3 credit hours.

CMS 497 TOPICS IN COMPUTER SCIENCE

Study of selected topics current to the technology industry. 3 credit hours.

COA 101 FUNDAMENTALS OF COMMUNICATIONS

Introduction to mass media and its historical and contemporary function in society. Topics include mass media industries' organization and operations, economics, responsibilities and ethics, and career considerations in the field. 3 credit hours.

COA 110 PUBLIC FORUM

A practical study in effective communication. Emphasis on the use of the medium of spoken language in the creation of meaning and on interpersonal communication, especially in the context of large groups. 3 credit hours.

COA 111, 121, 131 television, print or Radio PRACTICUM

Practical application of communications at LUTV: campus television station, The Pulse campus newspaper, or WLYN: campus radio station. Credit hours received based on number of hours and quality of work produced. Student can experience each area or concentrate on one. Prerequisite: COA 120. 1-3 credit hours.

COA 120 INTRODUCTION TO JOURNALISM

The nature, language, mechanics, and ethics of reporting. An overview of journalistic style and techniques, plus practical experience (writing for student newspaper). 3 credit hours.

COA 220 Photojournalism

Photojournalism as practiced in contemporary print media. Students plan and produce assignments mixing photography and text, with emphasis on the interrelationships of words and pictures. Prerequisite: COA 120. 3 credit hours.

COA 230 film studies

A skill centered course designed to illustrate the fundamental aspects of film as an art form. It deals with the narrative construct and the stylistic techniques and its narrative,

the basic knowledge in film criticism and production, as well as the career opportunities in the filmmaking area. 3 credit hours.

COA 310 ORAL INTERPRETATION

Narrative, dramatic, and lyric modes of interpreting and delivering published material such as poetry, story excerpts, and other creative and expository genres, with emphasis on oral presentation techniques. Prerequisite: COA 110. 3 credit hours.

COa 311 news writing and reporting

Students will learn practical, basic skills and techniques needed for news writing and reporting, specifically applied to print and electronic media. The course includes information gathering, story presentation, and ethics, as well as newspaper, radio and television copy techniques, forms of commercial copy, special rules and regulations governing the presentation of materials "over the air" and in print. Prerequisite: COA 120 and ENG 102. 3 credit hours.

Coa 325 WRITING FOR VISUAL Electronic MEDIA

Principles and practices of scriptwriting for film, television, and other audiovisual media. Students develop several scripts in standard formats and write a script for an original program. Prerequisite: ENG 102 and COA 120. 3 credit hours.

Coa 340 ADVERTISING WRITING and design

Writing advertising copy and designing effective layouts. This course includes: creating ads, motivating readers, building campaigns and writing, prepared roughs and comps. Prerequisite: ENG 102 and COA 120. 3 credit hours.

Coa 350 COMMUNICATION LAW AND ETHICS

Legal and ethical aspects of mass communications practices, including libel law, advertising law, invasion of privacy, copyright and trademark law, first amendment aspects, and Freedom of Information Act. Prerequisite: Junior Standing. 3 credit hours.

COa 352 broadcast studio production

An introduction to the theory and practice of television program production and directing through the use of studio facilities. The practical, hands-on course will explore the methods and equipment involved in studio production, including lighting, audio, camera, video switching, control, control room operation, set design, studio and on-air personnel. Students will also produce entry-level programs such as news casts. Prerequisite: COA 371. 3 credit hours.

COa 360 communication theories

Interpersonal and mass communication theories and designs, including perception, verbal and nonverbal elements, context, intention and effects. Projects emphasize strategies for creating effective verbal and visual messages through print and media. Permission of Instructor required. 3 credit hours.

Coa 370 audio production

Introduction to basic principles and techniques of audio production. An overview of technology and its use in all aspects of audio production and editing including voice, sound effects and music; including basic elements of computer technology related to analog and digital environment. Investigate basic theory and principles of the recording of sound, includes the study of sound characteristics, basic acoustics, ergonomics, and basic techniques for field recording. 3 credit hours.

Coa 371 VIDEO PRODUCTION

Introduction to equipment, principles and techniques of making video programs. Students plan, script, storyboard and record brief to medium length video presentations. 3 credit hours.

COa 435 communication management

This course is designed for those students interested in the business aspect of the communications industry. Students will be introduced to the management and operation of various communication services, including, but not limited to: newspaper, radio and television stations, and non-broadcast operations. This course will provide an understanding of the industry basics, of how the business works, trends in the industry, working knowledge of publishing, contracts, companies, managing artistic personnel, and their relationship to the operation and management of the business. Emphasis on scheduling, programming, budgeting, sales, distribution and elements of daily operation. Prerequisite: COA 120. 3 credit hours.

Coa 440 PUBLIC RELATIONS

This course defines and conceptualizes the history, ethics, and techniques of molding favorable public opinion through print and non-print mass media. Includes relationships among publicity, public relations, and mass media. Prerequisite: COA 311 and Junior standing. 3 credit hours.

COa 450 advanced broadcasting

This course will continue the study of broadcasting. It will refine and master student's skills in a chosen, specific area of television program production and directing through the use of the studio facilities and field production. Concentrations on project-oriented tasks include in-depth look at various broadcast formats, such as: newscasts, documentary and interview show. Prerequisite: Permission of the instructor, COA 120 and 371. 3 credit hours.

COa 460 video editing

Designed to acquaint students with the techniques and aesthetics of editing, the combining of visual images and sound. This course introduces the basic elements of off-line and on-line editing and includes the study of post production and editing theory, through practical, hands-on experiences with linear (analog) and non-linear (digital) editing. Prerequisite: COA 371. 3 credit hours.

COa 470 PRESENTATION DESIGN AND TECHNIQUES

Principles and practices of designing and delivering effective presentations incorporating verbal and audiovisual elements. Students design, prepare, and deliver individual and team presentations, including portfolio and resume to a small audience. Prerequisites: Senior standing and COA 110. 3 credit hours.

CoA 475 SENIOR COMMUNICATIONS PROJECT

Practical application of principles and practices learned: Student plan, design, and deliver a senior project presentation utilizing the most effective mixture of verbal and nonverbal media. Prerequisites: Senior standing, permission of instructor. 3 credit hours.

CoA 480 domestic SENIOR INTERNSHIP

Practical work experience in a mass communications business such as television station, production facility, advertising or public relations agency, communications department of firms, media sales department and sales promotions agencies. Instructor and sponsor oversee and evaluate student work. Prerequisites: Permission of the instructor. 1-6 credit hours.

COA 490 communications seminar: news reporting

A realistic introduction to develop professional reporting skills for television and radio for students interested in a career in broadcast journalism. Students will learn and practice the important relationship between words, pictures and sounds as each element contributes to audience understanding of an individual event. Focus on

identifying news stories, gathering facts, organizing materials, time limitations, deadlines, and program format. Prerequisite: COA 120, 371. 3 credit hours.

COI 102 intro to INTERNATIONAL mass media

An introductory but comprehensive course of mass media. It deals with the nature and function of mass media, explains world different media systems, specifies history and structure of each medium, special media professions, and regulation of mass media. This course also analyzes mass media audience and dwells on the social impact of mass communication. 3 credit hours.

COI 320 international mass communications

An introductory study of the role of international media in communication among and between nations and people. 3 credit hours.

Coi 430 International film history

Overview of the development of the American and European Cinema. This course focuses on the narrative (story), as well as the stylistic (structural) and genre (films with similar story and stylistic characteristics), as well as the aesthetic (acting, lighting, camera, editing) development from the 1890's through present time. 3 credit hours.

COI 450 INTERCULTURAL COMMUNICATION

This course illustrates the diversity and variables in intercultural communication and examines communicative problem(s) that may arise with contract between individuals or organizations from different ethnic or cultural backgrounds. 3 credit hours.

Coi 475 SENIOR international COMMUNICATION PROJECT

Practical application of principles and practices learned: Student plan, design, and deliver a senior project presentation utilizing the most effective mixture of verbal and nonverbal media. Prerequisites: Senior standing, permission of instructor. 3 credit hours.

COI 481 international senior internship

Practical work experience in a international mass communications business such as advertising or public relations agency, communications departments of firms, media sales departments and sales promotion agencies. Instructor and sponsor oversee and evaluate student work. Prerequisites: Permission of the instructor. 1-6 credit hours.

CON 301 BASIC CONDUCTING

Students will cover the basic material of conducting technique: bones and muscles, the basic conducting position, simple motions, beat gestures, patterns, stopping and starting, and considerations of volume. Students will gain mastery over the material with exercises as well as by regularly conducting a small class ensemble. Prerequisites: THY 151, 153 and 155. 2 credit hours.

CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE

A survey of the agencies and processes involved in the administration of criminal justice. This includes review of the functions of legislature, the police, the prosecutor, the courts, and an analysis of the problems of law enforcement in a democratic society. 3 credit hours.

CRJ 203 CRIMINAL LAW AND PROCEDURE

A survey of the substantive American criminal law, and an analysis of the accused's procedural rights. 3 credit hours.

CRJ 301 CRIME AND DELINQUENCY

A general orientation to the field of criminology which considers the following topics: development of delinquent and criminal behavior, initial handling and proper referral, preventive police techniques. Specific police problems are also studied, including addicts, the mentally ill, compulsive and habitual offenders. Special attention is given to police handling of juveniles and youths. Prerequisite: CRJ 101 or CRJ 203. 3 credit hours.

CRJ 400 GENDER, CRIME AND CRIMINAL JUSTICE

An overview of how gender affects women's involvement in the criminal justice system as offenders, victims and professionals. Considerable attention is given to women as victims of crime, the social system and the criminal justice process. Prerequisites: CRJ 101 and CRJ 203 or 301. 3 credit hours.

CRJ 420 ETHICS IN CRIMINAL JUSTICE

An identification and in-depth analysis of the diverse ethical issues encountered in the criminal justice profession. Using a case study approach, traditional ethical theories will be examined and applied to such topics as discretion, affirmative action, use of deadly force, misconduct, civil disobedience, undercover operations, and privacy. Prerequisites: CRJ 101 and CRJ 203 or 301. 3 credit hours.

CRJ 480 SENIOR SEMINAR IN CRIMINAL JUSTICE

An intensive study of a selected topic relative to the concept of criminal justice. Emphasis is placed on meaningful research in the area selected. Prerequisites: CRJ 101, 203, and 301. 3 credit hours.

DST 301 DIRECTED STUDY

An advanced course of individually directed study with a focus on either Music Theory or Music History topics. Does not fulfill the Music History or Music Theory elective requirement. Prerequisite: Permission of the instructor and approval of the Dean of the Conservatory. 2 credit hours.

EAP 111 - 612 ENSEMBLE ARTS FOR PIANISTS

Pianists are exposed to a variety of instrumental ensemble and vocal situations , with the focus on rehearsal/performance preparation of works for piano with one other instrument. The experience gained from these collaborations will provide the basic skills required for ensemble playing. 2 credit hours.

EDU 100 LANGUAGE AND LEARNING DEVELOPMENT

Language and Learning Development has been designed to help students understand the notion of multiple intelligences and the relationship of intelligence to learning. Linguistic intelligence, as it relates to learning differences will be discussed at length. Additionally, the course will enable students, through lectures and working with the support of learning disabilities personnel, to identify their learning styles, cognitive strengths and weaknesses, and the sensory modalities that will assist students in their pursuit of college educations. 3 credit hours.

EDU 101 INTRODUCTION TO EDUCATION

An introduction to the historical, philosophical, and sociological foundations of education as well as the legal, social, financial, and political environment of schools. 3 credit hours.

EDU 105 EARLY CHILDHOOD EDUCATION *

Investigation of the historical, philosophical and sociological perspectives in early childhood education as they relate to the programs currently available for young children including the principles and practices utilized for the development of scientific, creative, social and cultural concepts. 3 credit hours.

EDU 111 PRE-PRIMARY CURRICULUM MATERIALS AND ACTIVITIES

An introduction to the pre-primary/primary curriculum, age 3 through grade 3, and the development of activities and materials for each of the seven curricula areas. 3 credit hours.

EDU 160 CHILD DEVELOPMENT *

This course will focus on the theories and concepts of human growth and development from conception to age 8. Emphasis will be placed on characteristic stages, language, cognition and intelligence, physical and perceptual development, and social relationships as they relate to the influence of family structure on the child's personality and behavior. 3 credit hours

EDU 205 ADOLESCENT DEVELOPMENT

A survey of the major concepts and theories of child development during adolescence. 3 credit hours.

EDU 210 EFFECTIVE TEACHING ACROSS THE ELEMENTARY SCHOOL CURRICULUM

Basic scope and sequence of the elementary school curriculum. Organizational, instructional, and staffing strategies for the elementary school. 3 credit hours.

EDU 211 LANGUAGE ARTS IN THE ELEMENTARY SCHOOL

Development of methods and materials for teaching, listening, reading, thinking, speaking and writing skills in the elementary school. Field observation and participation required. 3 credit hours.

EDU 212 ART IN THE ELEMENTARY SCHOOL

Development of instructional skills, techniques, and strategies for teaching art in the elementary school. 3 credit hours.

EDU 213 MUSIC IN THE ELEMENTARY SCHOOL

Designed to provide the student with competencies necessary for the development and implementation of music instruction in the elementary curriculum. 3 credit hours.

EDU 219 SOCIAL STUDIES IN THE ELEMENTARY SCHOOL

Development of instructional skills, techniques, strategies and related technologies for teaching social studies as a mode of inquiry in elementary school. 3 credit hours.

EDU 230 CREATIVE ACTIVITIES *

Integration of art, music and movement in the pre-primary and primary environment (age 3 through grade3) with developmental emphases on the use of art supplies and techniques, acquisition of basic movement skills and familiarization with types of music and musical instruments. 3 credit hours.

EDU 231 SECONDARY SCHOOL CURRICULUM AND EFFECTIVE TEACHING

Basic scope and sequence of secondary school curricula. Organizational, instructional and staffing strategies for the middle and/or high school. 3 credit hours.

EDU 240 PRE-PRIMARY LANGUAGE ARTS

Emphasis upon developing and using meaningful strategies for involving children in language arts experiences at the pre-primary/primary level, age 3 through grade 3. 3 credit hours.

EDU 250 PRE-PRIMARY MATH AND SCIENCE

An introduction to the math and science concepts appropriate to the developmental level of the pre-primary/primary child, age 3 through grade 3. Activities will be examined and creative ideas explored as the student develops math and science lesson plans. 3 credit hours.

EDU 257 PHYSICAL EDUCATION, HEALTH, SAFETY IN THE SCHOOLS (PE/HEALTH-ELEMENTARY)

The objective of this course is to develop an understanding of the important aspects of physical education, as well as health and safety as it relates to the age 3 through grade 3 and elementary school teacher. 3 credit hours.

EDU 260 EDUCATIONAL COMPUTER APPLICATIONS

The use of microcomputers and related technologies in elementary and secondary classrooms is discussed. Software evaluation, instructional materials generation, record keeping, and the use of technology to benefit culturally and linguistically diverse, as well as exceptional students is covered. 3 credit hours.

EDU 261 FAMILY AND COMMUNITY INVOLVEMENT

A study of family systems and their impact on the education, growth and development of children. Understanding the involvement of families and communities working cooperatively in all phases of school programs. 3 credit hours.

EDU 265 WRITING PROCESS IN THE ELEMENTARY SCHOOL

Materials, methods, and strategies to teach children the writing process as an integral part of reading, language, and literacy development. Prerequisites: ENG 101, ENG 102, and EDU 211 Language Arts in the Elementary School. 3 credit hours.

EDU 290 PRE-PRIMARY PRACTICUM

Designed to give Pre-Primary majors one full term of student teaching in preparation for assuming the classroom teacher in a Pre-Primary setting. Students under supervision of an expert teacher perfect observation techniques and gain further practice in presenting materials and activities in a classroom setting. 6 credit hours.

EDU 314 CHILDREN'S LITERATURE

Selection and use of children's books, story-telling, and creative writing for children in elementary school. 3 credit hours.

EDU 315 READING IN THE ELEMENTARY SCHOOL

Materials and methods appropriate to teaching young students to read are covered. Emphasis will be on emergent literacy, sequential development of skills, perceptual development, word attack skills, vocabulary, and comprehension as all are part of a whole language philosophy. Field observation and practice will be required. 3 credit hours.

EDU 316 DIAGNOSIS AND EVALUATION OF READING PROBLEMS

Focuses on the evaluative processes. Proficiency in recognizing and diagnosing reading problems and prescribing and using a variety of appropriate methods and materials to increase and facilitate reading performance. 3 credit hours.

EDU 317 SCIENCE IN THE ELEMENTARY SCHOOL

Contemporary elementary science methods and materials, courses of study, and science texts are examined. Development and use of science teaching units included. 3 credit hours.

EDU 318 MATHEMATICS IN THE ELEMENTARY SCHOOL

Development and use of functional mathematical skills for elementary school teachers. Investigation of methods and materials for use in elementary school mathematics programs. 3 credit hours.

EDU 330 EDUCATION IN A MULTICULTURAL SOCIETY

A study of the multicultural dimensions of American society and their relationship to the educational process. International dimensions of curriculum will be examined. Field experience required. 3 credit hours.

EDU 332 READING IN THE SECONDARY SCHOOL

Materials and approaches to reinforce reading skills necessary for success in content areas. Emphasis on vocabulary development and comprehension skills. 3 credit hours.

EDU 333 SOCIAL STUDIES METHODS IN THE SECONDARY SCHOOL

Strategies and materials to formulate subject area goals consistent with state and district goals. Methods to prepare long/short range goals consistent with student needs. Emphasis on the selection, adoption and development of instructional materials for a given set of instructional goals and student learning needs. Prerequisite: EDU 334. 3 credit hours.

EDU 334 CLASSROOM BEHAVIOR MANAGEMENT

Strategies used to formulate a standard of student behavior in the classroom. Methods that promote instructional momentum. Emphasis on instructional planning. 3 credit hours.

EDU 335 SCIENCE METHODS IN THE SECONDARY SCHOOL

Strategies and materials to formulate subject area goals consistent with state and district goals. Methods to prepare long/short range goals consistent with student needs in science. Emphasis on the selection, adoption and development of instructional materials for a given set of instructional goals and student learning needs. Prerequisite: EDU 334. 3 credit hours.

EDU 336 MATH METHODS IN THE SECONDARY SCHOOL

Strategies and materials to formulate subject area goals consistent with state and district goals. Methods to prepare long/short range goals consistent with student needs in math. Emphasis on the selection, adoption and development of instructional materials for a given set of instructional goals and student learning needs. Prerequisite: EDU 334. 3 credit hours.

EDU 350 EDUCATIONAL MEDIA AND LIBRARY

Development of competencies for effective selection and utilization of instructional media. Use of school library or media center to enhance classroom instruction. Consideration of sources, selection evaluation and methods of implementing library and media. Includes off site locations. 3 credit hours.

EDU 355 CHILD GUIDANCE AND CLASSROOM MANAGEMENT

The study and comparison of child guidance methods in relationship to classroom management skills as an integral part of effective teaching. 3 credit hours.

EDU 364 LANGUAGE AND WRITING METHODS IN SECONDARY SCHOOL

Strategies and materials to formulate subject area goals consistent with state and district goals. Methods to prepare long/short term goals consistent with student needs.

Emphasis on the selection, adoption and development of instructional materials for given set of instructional goals and student learning needs. Prerequisite: EDU 334. 3 credit hours.

EDU 365 LITERATURE METHODS IN THE SECONDARY SCHOOL

Strategies and materials to formulate subject area goals consistent with state and district goals. Methods to prepare long/short term goals consistent with student needs. Emphasis on the selection, adoption and development of instructional materials for given set of instructional goals and student learning needs. Prerequisite: EDU 334. 3 credit hours.

EDU 366 ADOLESCENT LITERATURE

A survey of the teaching techniques that utilize the major works of adventure, biography, autobiography, folk literature, historical fictional, mystery, mythology, science fiction, poetry for working with adolescents. Some recreational and motivational works are also reviewed. 3 credit hours.

EDU 420 EDUCATIONAL MEASUREMENT AND EVALUATION

Development of instructional objectives and classroom assessment techniques; interpretation of standardized assessment techniques; interpretation of standardized tests using measurement results for evaluating student progress. Field experience is required. 3 credit hours.

EDU 460 CHILDREN AT RISK

A study of research based information of the identification, remediation and resources for children with special needs who are at risk of school failure from age 3 through grade 3. Procedures and intervention approaches for appropriate and effective family support are discussed. 3 credit hours.

EDU 461 EXCEPTIONAL STUDENTS IN REGULAR CLASSROOMS

Review of research based information on the identification and remediation of exceptional students in the regular classroom. Development of practical teaching strategies and use of technology regular educators need to respond effectively to exceptional students in regular classroom settings. Field observation and practice required. 3 credit hours.

EDU 480 PRACTICUM

Guided practice under supervision in at least two classrooms at different levels. Requires the utilization of knowledge, attitudes, and skills in elementary school instructional situations. Lab fee: \$30. 3 credit hours.

EDU 481 STUDENT TEACHING

Independent practice teaching. Requires the utilization of knowledge, attitudes, and skills in elementary school instructional situations. Lab fee: \$30 9 credit hours

ENG 100 ENGLISH SKILLS *

A course in basic writing, grammar, and sentence structure as a prerequisite for ENG 101 when required. Students must pass this class with a "C" in order to qualify for ENG 101. Includes writing lab requirement. 3 credit hours.

ENG 101 ENGLISH COMPOSITION I *

A course in clear, effective expression that is designed to develop ability in composition. Students study the essay and are trained in the use of library materials for preparing research papers. Includes writing lab requirement. 3 credit hours.

ENG 102 ENGLISH COMPOSITION II/STUDIES IN LITERATURE *

A course in effective writing, emphasizing analysis of works of literature. Students study the various literary genres and do critical reading and writing. Prerequisite: ENG 101. 3 credit hours.

ENG 211 THE SHORT STORY

A survey of major short story writers and themes, representing a cross section of both traditional and modern works in the genre. Includes American, British, and international authors. Prerequisite: ENG 102. 3 credit hours.

ENG 255 TOPICS IN LITERATURE I

A study of selected themes, genres, or authors. Could include Irish literature, multicultural literature, women's literature, or Latin-American Literature. Prerequisite: ENG 102. 3 credit hours.

ENG 260 MASTERPIECES OF WORLD LITERATURE

A study of the major literary works of the Ancient World, Middle Ages, and Renaissance. Prerequisite: ENG 102. 3 credit hours.

ENG 300 THE BIBLE AS LITERATURE

An investigation of literary forms used in the Scriptures, such as parable, allegory, lyric poetry, as well as dramatic, narrative, midrashic, apocalyptic, and prophetic modes. Pre-requisite: ENG 102. 3 credit hours.

ENG 310 CREATIVE WRITING

A practical course in writing poetry, short stories, plays, and film scripts. Prerequisite: ENG 102. 3 credit hours.

ENG 312 THE MODERN NOVEL

A study of significant American, British, and Continental novels from the 18th Century to the present. Prerequisite: ENG 102. 3 credit hours.

ENG 320 WORLD DRAMA

A study of dramatic literature from the Greeks to the present including such dramatists as Sophocles, Shakespeare, Molière, Ibsen, Pirandello, and Miller. Prerequisite: ENG 102. 3 credit hours.

ENG 322 HISTORY OF THE ENGLISH LANGUAGE

This course is an introduction to the historical development of the English language from its Indo-European and Teutonic origins to its present format with attention to influences of other languages. Prerequisite: ENG 102. 3 credit hours.

ENG 325 SHAKESPEARE

An intensive study of the plays and sonnets of William Shakespeare. Prerequisite: ENG 102. 3 credit hours.

ENG 330 AMERICAN LITERATURE I

A study of major American authors through 1865 with an emphasis on Romanticism. Prerequisite: ENG 102. 3 credit hours.

ENG 331 AMERICAN LITERATURE II

A study of major American authors from 1865 to the present, emphasizing the movement from Naturalism to Realism to the Modern. Prerequisite: ENG 102. 3 credit hours.

ENG 340 british LITERATURE I

A study of the major British authors up to the Neo-Classical Period. Prerequisite: ENG 102. 3 credit hours.

ENG 341 british LITERATURE II

A study of the major British authors from the neo-Classical Period to the present. Prerequisite: ENG 102. 3 credit hours.

ENG 343 Anglo/irish writers

Survey of prominent Anglo/Irish writers including Shaw, Joyce, Wilde, Beckett, O'Casey, Swift, and Syngo. Prerequisite: ENG 102. 3 credit hours.

ENG 345 MULTICULTURAL LITERATURE

An appreciation of writings of the diverse ethnic groups comprising American history and culture in each historical period of the nation. Prerequisite: ENG 102. 3 credit hours.

ENG 350 STUDIES IN POETRY

A survey of the genre focusing on various forms of poetry found in Eastern and Western cultures. Prerequisite: ENG 102. 3 credit hours.

ENG 355 TOPICS IN LITERATURE II

An advanced study of selected themes, genres, or authors. Could include Irish literature, multicultural literature, women's literature or Latin-American literature. Prerequisite: ENG 102. 3 credit hours.

ENG 360 INTRODUCTION TO LINGUISTICS

An introduction to the basic principles of applied linguistics. Emphasis on phonology (the study of sounds), morphology (the study of word formation), syntax, nature and acquisition of language and the application of these features to the study of the English language as a means of communication. Prerequisite: ENG 102. 3 credit hours.

ENG 372 ADVANCED EXPOSITION

This course is an upper division writing class in which students study and model exemplary non-fiction across the disciplines. Students write a series of essays in at least four fields of study as well as a research paper in their major field. Prerequisite: ENG 102. 3 credit hours.

ENG 410 BIOGRAPHY AND AUTOBIOGRAPHY

A study of ancient and modern biographies and autobiographies of people who have contributed to the historical and cultural development of society. Prerequisite: ENG 102. 3 credit hours.

ENG 470 WRITING THE MAJOR THESIS

This is an upper-division writing workshop in which students receive instruction and feedback in writing as well as reinforcement of writing skills. Taught by an English professor, the course allows students to develop writing projects for assignments in their major program and to receive guidance on these projects from the planning stages through completion. Input from faculty members in the student's major program is encouraged. Prerequisite: ENG 102. 3 credit hours.

ENS 111 - 612 LARGE ENSEMBLE

This course provides the students with an opportunity to learn and perform orchestral repertoire from a wide range of periods and styles. It is a class in ensemble performance; rehearsals and concerts provide a guided practical experience in all factors of music making (including phrasing, pacing, articulation, intonation, balance rhythm, ensemble, and sound quality.) 1 credit hour.

ESL 100 ENGLISH SKILLS FOR INTERNATIONAL STUDENTS

This course emphasizes reading/writing for international students to prepare for college-level composition skills through vocabulary development and interpretation of reading passages. Students utilize vocabulary and develop good expository essays in response to the readings. Individualized work is required. 3 credit hours.

EXP 300 EXPRESSIVE STUDIES: MOVEMENT, ART AND MUSIC

Students will be exposed to the fundamental theory and application of each art form. Through didactic presentation, discussion, experiential work and art making, students will develop an understanding of the arts and their therapeutic dimensions. Prerequisite: SOC 110 or PSY 150. 3 credit hours.

EXP 310 EXPRESSIVE STUDIES: DRAMAS EXPRESSION

Students will be introduced to the theory and technique of expressive performance with an emphasis on psychotherapeutic and aesthetic dimensions. Students will study a dramatic piece, explore the theory behind psychodrama and create an original dialogue expressing a psychological theme. Prerequisite: SOC 110 or PSY 150 and ENG 102. 3 credit hours.

EXP 320 EXPRESSIVE STUDIES: POETRY AND NARRATIVE

Students will study the theories and techniques of literary process and explore the ways in which poetry and narrative literature reflect the authors' processes of expression and healing. In addition, the course will include a creative writing component in which students produce their own poetry, stories and journals and examine the dynamics of expressive articulation. Prerequisite: SOC 110 or PSY 150 and ENG 102. EXP 300, EXP 310 and EXP 320 may be substituted for a Humanities or Behavioral Science Elective. EXP 310 and EXP 320 may be substituted for an English or literature elective. 3 credit hours.

FRO 101 FRESHMAN SEMINAR:

THE UNIVERSITY EXPERIENCE

Designed to increase students' success by assisting in obtaining the knowledge and skills necessary to reach their educational objectives. Topics in this course include the nature of education, time planning, test-taking, communication skills, study techniques, college procedures, resources and services, health/wellness issues, and personal issues that face many college students. Some sections will include an emphasis on learning strategies. Students earn a letter grade for this course. 1 credit HOUR . (Note: This course is required of all first semester freshmen.)

FRO 102 FRESHMAN SEMINAR FOR FRONTIER PROGRAM

Similar to the FRO 101, this course is designed for those students admitted to the Freshman Frontier Program. Besides those topics discussed in FRO101, students in FRO 102 will work on learning strategies specific to their needs. 2 credit hours. (Note: This course is limited to Frontier students.)

FRO 103 FRESHMAN/TRANSFER SEMINAR

Designed to increase students success by assisting them in obtaining the knowledge and skills necessary to reach their educational goals. Topics in this seminar include: the nature of education; time planning; communication skills; study and test-taking techniques; college procedures, resources, and services; and personal issues that face

many college students. NOTE: This seminar is a requirement for graduation for the AOS degree and is required of all first semester freshman and transfer students at Old Forge Center. 2 credit hours.

FSE 101 HISTORY OF FUNERAL SERVICE

A survey of the funeral practices and beliefs of all major western cultures from pre-Egyptian times to the present. American practices are discussed in light of their roots in Judeo-Christian tradition. Emphasis is placed on modern (1800 to present) developments in funeral service education, regulation and associations at both the state and national levels. This course meets 2 lecture hours per week. Prerequisite: Consent of Director. 2 credit hours.

FSE 131 PRINCIPLES OF FUNERAL SERVICE

A detailed study of the basic principles related to planning, computer utilization, implementing and directing funeral services in accordance with the psychological, pre-need counseling techniques, and the theological needs of the family. This course meets 2 lecture hours per week. Prerequisite: Consent of Director. 2 credit hours.

FSE 150 FUNERAL SERVICE CHEMISTRY, SANITATION and lab

This course is the study of basic chemistry principles as they relate to the funeral service profession. Emphasis is placed on understanding and implementing principles involved in sanitation, disinfection, public health, and embalming practices. Included are the legal OSHA requirements, concepts of biochemistry regarding organic compounds, essential changes of the human body that occur after death, harmful chemicals and general precautions when using various embalming chemicals. This course meets 2.5 lecture hours per week and 1.5 lab hours. Prerequisite: Consent of Director. 3 credit hours (2.5 lecture credits and .5 lab credit). Lab fee \$30

FSE 210 THANATOLOGY, GRIEF and BEREAVEMENT COUNSELING

Death in America is studied as it affects both the individual and society. Central to the course are sociological and religious phenomena related to American attitudes toward death, children and death, terminal illness, the medical profession, euthanasia and suicide. Bereavement counseling principles and techniques are introduced and applied. This course meets 3 lecture hours per week. Prerequisites: ENG 102, PSY 150, SOC 110. Prerequisites or Corequisites FSE 101, FSE 131. 3 credit hours.

FSE 215 COMPUTER APPLICATIONS FOR FUNERAL SERVICE

Computer applications interrelates computer concepts, systems and software with funeral service management. A "practical application" paper is required at the end of this course. This course meets 15 hours during the semester in block periods, the equivalent of 1 combined lecture/lab hour per week. Prerequisite: CMS 200, FSE 101, FSE 131, FSE 210, and ACC 201. Prerequisite or Corequisite: FSE 240. 1 credit hour (combined lab/lecture). Lab fee \$30.

FSE 220 FUNERAL SERVICE LAW

A study of the legal aspects of funeralization with emphasis on individual state mortuary statutes, rules, and regulations pertaining to mortuaries and cemeteries. This course meets the equivalent of 1 lecture hour per week or 15 hours during the semester in block periods. Prerequisites or Corequisites: BUS 312, FSE 101, FSE 131. 1 credit hour.

FSE 240 FUNERAL HOME MANAGEMENT

A survey of all aspects of the operation and management of the funeral home, based on the Federal Trade Commission/Rules and Regulatory business practices. Included are location selection and financing, construction and remodeling, recruitment and training of personnel, interior design, computer application, and applied merchandising. This course meets 3 lecture hours per week Prerequisite: FSE 101, FSE 131, FSE 210, and ACC 201. Prerequisites or corequisites: BUS 312. 3 credit hours.

FSE 252 MICROBIOLOGY/PATHOLOGY and lab

A study of disease conditions that require special handling of human bodies and mortuary equipment (i.e., physiological, clinical, and microbiological abnormalities). Also included are pathological processes that affect embalming procedures and the supportive role of the embalmer/funeral director to the medical examiner relative to medicolegal investigations. This course includes: 2.5 lecture hours and 1.5 lab hours per week. Prerequisites FSE 150, Consent of Director. 3 credit hours (2.5 lecture credits and .5 lab credit). Lab fee \$30.

FSE 263 EMBALMING and lab

An overview of embalming practices designed to provide the student with an understanding of the basic skills, aptitudes, and qualifications necessary for licensure. An integrative, cognitive, skilled and practical approach to embalming. This course includes 4 lecture hours and 6 lab hours per week. Prerequisites: SCI 271, FSE 101, FSE 131, FSE 150; Prerequisites or Corequisites: FSE 210, FSE 220, FSE 252. 6 credit hours (4 credits lecture 2 credits lab). Lab fee \$100.

FSE 270 RESTORATIVE ART and lab

Restorative art focuses on the recreating of the natural form and appearance of the dead human body. The learner studies the bones of the head, shapes, facial proportions and prognathism, profiles, features and color. In the laboratory, the student gains practical experience in modeling, hair replacement, coloring and reconstruction features. Lab work will also emphasize the use of specialized techniques and materials. This course includes 2.5 lecture hours and 4.5 lab hours per week. Prerequisites: FSE 252, FSE 263. 4 credit hours (2.5 lecture credits and 1.5 lab credits). Lab fee \$75.

FSE 281 FUNERAL SERVICE SEMINAR

A continuous survey of the numerous changes and articulations within the domain of funeral service. Real-life experiences through field trips, progressive demonstrations in preparation room skills and techniques, guest speakers, and simulated religious and fraternal services. All students participate in a series of

seminars throughout the program and they are expected to maintain a documented journal (see Funeral Service Student Handbook). In FSE 281, students evaluate their role development and the journal is submitted and graded. This course meets 3 seminar hours per week. Prerequisites BUS 312, FSE 210, FSE 220, FSE 252; FSE 263; Corequisites: FSE 240, FSE 270, FSE 291, HUM 302. 2 credit hours (2 seminar credits).

FSE 291 PRACTICUM

On-site professional experience in a funeral home under the direct supervision of a licensed funeral director. This course includes: 1.5 seminar hours per week and 8 practica hours per week (a total of 120 practicum hours per semester). Prerequisites: FSE 210, FSE 220, FSE 252, FSE 263, Prerequisites or corequisites FSE 215, FSE 240, FSE 270; Corequisite: FSE 281. 3 credit hours (1 seminar credit and 2 practicum credits).

Note: For all Funeral Service courses:

- 1 lecture credit=1 hour/week (or approximately 15 class hours/semester)
- 1 seminar credit=1.5 hours/week (or approximately 22.5 hours/semester)
- 1 lab credit=3 hours/week (or approximately 45 hours/semester)
- 1 practicum credit=4 hours/week (or approximately 60 hours/semester)

HA 100 INTRODUCTION TO HOSPITALITY AND TOURISM

The growth and progress of the hospitality industry. How hospitality and tourism businesses are organized, financed and operated. The industry's opportunities and future trends are stressed. 3 credit hours.

HA 125 INTRODUCTION TO SPORTS AND RECREATION MANAGEMENT

A survey of the history, organizational structure and future direction of the sports and recreation industry. 3 credit hours.

HA 140 FRONT OFFICE OPERATIONS

A study of front office procedures and operations, including identification and duties of the front office staff, guest relations, front office salesmanship, room procedures and handling of cash/credit transactions. 3 credit hours.

HA 150 INTRODUCTION TO CAMP ADMINISTRATION

This course offers an overview and introduction into what camp administration entails. Subjects covered will be the camp director's job, marketing and evaluation procedures, business and finance in camping, staff recruitment, training and supervision, programming and scheduling, operation and implementation of activities and programs, and risk management and safety issues.

HA 160 ADVANCED GOLF SKILLS I

Emphasis on knowledge of the game as it applies to grip, aim, stance and swing. Students must demonstrate playing proficiency in these four areas. 3 credit hours.

HA 163 HOSPITALITY EMPLOYEE DEVELOPMENT

Presents a framework for training and coaching, training for positive results, task and job development, how to hire trainable employees, individual and group training methods, how to develop training programs, attitude and motivation, coaching and counseling. Prerequisite: HA 100. 3 credit hours.

HA 190 INTERNSHIP

250 hours of field work in the hospitality industry. The field experience will be accompanied by reading, reports, journals, and faculty conferences. Prerequisite: consent of the instructor. 3 credit hours.

HA 201 HOSPITALITY INDUSTRY FINANCIAL ACCOUNTING

A simplified overview of accounting, basic accounting concepts, financial statements, chart of accounts, asset, liability and equity accounts, effects of business transactions, debits and credits, accounting records, journalizing and posting, the month-end accounting process, the year-end accounting process. 3 credit hours.

HA 215 HOSPITALITY INDUSTRY COMPUTER SYSTEMS

Introduction to automation in lodging and food service operations. Includes an introduction to computer systems, hardware, software, software application, programming and systems selection for various hospitality operations. Lab fee: \$30. 3 credit hours.

HA 216 SPORTS SKILLS I: TENNIS

This course focuses on the development of methods, techniques and form as supervised by a professional instructor. It is intended to develop students' playing abilities and sharpen their skills and talent. Course may be repeated with a different sport. Lab fee: \$30. 3 credit hours.

HA 218 SPORTS SKILLS I: GOLF

This course focuses on the development of methods, techniques and form as supervised by a professional instructor. It is intended to develop students' playing abilities and sharpen their skills and talent. Course may be repeated with a different sport. Lab fee: \$30. 3 credit hours.

HA 231 HOSPITALITY MANAGEMENT AND ORGANIZATION

Examines the skills specific to managing operations. Includes management responsibilities, operational responsibilities and the personal and professional demands of management. Prerequisite: HA 163. 3 credit hours.

HA 250 golf seminar I

Relevant topics related to the management and operation of different types of golf facilities will be discussed. Trends and advances in the sport will be emphasized. 3 credit hours.

HA 260 FOOD SERVICE OPERATIONS I

The application of management techniques to the areas of food production and dining room service. Students will be placed in The University Club to gain practical application of these techniques. 1 credit hour.

HA 261 FOOD SERVICE OPERATIONS II

This course is designed to teach the student the principles of menu planning and design in various types of food service operations. The University Club will provide a laboratory for the marketing and testing of these menus. 4 credit hours.

HA 263 FOOD SERVICE OPERATIONS III

Beverage management systems will be covered in this advanced course. The areas of selection, procurement, receiving, storage, controlling, preparation and service will be taught for different types of food service operations. The University Club will provide the real world setting for this course. 4 credit hours.

HA 270 club operation management

The management of the public and private golf club will be emphasized. Administration, membership, insurance, personnel and tax implications will be discussed. 3 credit hours.

HA 271 HOSPITALITY INDUSTRY HUMAN RELATIONS

The transition of employee to supervisor, including how to handle difficult employees, implement motivational techniques and conduct performance evaluations. Also describes the general process of management and how to achieve organization goals by planning, organizing, coordinating, staffing, directing, controlling and evaluating functions. Prerequisite: HA 163. 3 credit hours.

HA 290 HOSPITALITY INTERNSHIP

250 hours of work in the Hospitality Industry. The field experience will be accompanied by reports, journals and faculty conferences. Prerequisite: consent of instructor. 3 credit hours.

HA 300 HOTEL - SPECIAL TOPICS

The purpose of this course is to select special topics that are not covered in existing courses and expose the students to recent developments and future research in the hotel industry. 3 credit hours.

HA 301 RESORT - SPECIAL TOPICS

The purpose of this course is to select special topics that are not covered in existing courses and expose the students to recent developments and future research in the resort industry. 3 credit hours.

HA 302 TOURISM - SPECIAL TOPICS

The purpose of this course is to select special topics that are not covered in existing courses and expose students to recent developments and future research. 3 credit hours.

HA 303 HOSPITALITY - SPECIAL TOPICS

The hotel field is constantly changing due to new technology and avenues for their expansion and management. The purpose of this course is to select special topics that are not covered in existing courses and expose the students to recent developments and future research in the hospitality industry. 3 credit hours.

HA 304 FOOD SERVICE - SPECIAL TOPICS

The purpose of this courses is to select special topics that are not covered in existing courses and expose students to recent developments and future research in the food service industry. 3 credit hours.

HA 306 SPORTS - SPECIAL TOPICS

The purpose of this course is to select special topics that are not covered in existing courses and expose the students to recent developments and future research in the sports industry. 3 credit hours.

HA 308 RECREATION - SPECIAL TOPICS

The purpose of this course is to select special topics that are not covered in existing courses and expose the students to recent developments and future research in the recreation industry. 3 credit hours.

HA 310 HOSPITALITY INDUSTRY LAW

An analysis of the legal aspects of operating all types of hospitality facilities. The course explains precedents of common law and statutes relating to responsibility for

guests, employees and property, limitation of liability, negligence and other legal relationships for hotels, motels, restaurants and clubs. 3 credit hours.

HA 311 MANAGERIAL ACCOUNTING FOR THE HOSPITALITY INDUSTRY

Presents managerial accounting concepts and explains how they apply to specific operations within the hospitality industry, includes understanding financial statements, budgeting, operational costs, internal control, planning cash flow, incorporates the latest revision to the uniform system of accounts. Emphasis is placed on the need for and use of timely and relevant information as a vital tool in the management process. Prerequisite: HA 201 or ACC 201. 3 credit hours.

HA 316 SPORTS SKILLS II: TENNIS

Continuation of HA 216. Prerequisite: HA 216. Lab fee \$30. 3 credit hours.

HA 318 Sports skills II: golf

Continuation of HA 218. Prerequisite: HA 218. Lab fee: \$30. 3 credit hours.

HA 322 SECURITY MANAGEMENT

Problems related to the security of persons, physical belongings, and the physical premises involving interior and exterior design of the property, legal liability, insurance protection, electronic, mechanical, personnel and financial control are studied with a view toward resolving operational losses. 3 credit hours.

HA 326 METHODS OF TEACHING SPORTS

A professional sports management intensive course covering the techniques and methods of teaching sports such as golf, swimming, tennis and Taekwondo. 3 credit hours.

HA 331 HOSPITALITY STUDY TOURS

On-site experience at hospitality businesses for an evaluation of a domestic property. Management procedures, concepts and styles of operation will be scrutinized. 3 to 9 credit hours.

HA 332 INTERNATIONAL STUDY TOURS

On-site experience at international hospitality businesses for a comparative evaluation of a domestic international property. Management procedures, concepts and styles of operation will be scrutinized. 3 to 9 credit hours.

HA 336 RECREATIONAL TURF AND LANDSCAPE MANAGEMENT

Basic care and maintenance of fine turf grass, trees, shrubs and ornamental plants used on golf courses and recreational areas. 3 credit hours.

HA 340 advanced golf skills

A continuation of HA 160. 3 credit hours.

HA 343 FOOD SERVICE PURCHASING

Describes the development and implementation of an effective hospitality purchasing program, focusing on the role of the purchasing department and the buyer, generation of specifications and the use of forms and control techniques. 3 credit hours.

HA 345 FOOD PRODUCTION

This course will serve as an introduction to food production techniques and will include: processing of meats, stocks and sauces, continental cuisine and regional cuisines of America. 3 credit hours.

HA 347 FOOD SERVICE SANITATION

Details the fundamentals of sanitation for food service employees and covers practical guidance in safe food handling without neglecting the scientific principles underlying good sanitation practices. 3 credit hours.

HA 348 FOOD AND BEVERAGE COST CONTROLS

This course will include a thorough analysis of food, beverage and labor cost control techniques from a management perspective. Prerequisite: HA 201. 3 credit hours.

HA 349 FOOD AND BEVERAGE MANAGEMENT

Food and beverage management will be explained through the following areas: dining room management, beverage management, storeroom management, nutritional analysis, and menu planning. 3 credit hours.

HA 350 MANAGEMENT INFORMATION SYSTEMS FOR THE HOSPITALITY INDUSTRY

Advanced topics will be covered, computer system feasibility studies, designing a computer system and an in-depth study of Lodging and Resort Property Management Systems (PMS) PMS front office, PMS back office and PMS interfaces will be stressed. Prerequisite: HA 215. Lab fee: \$30. 3 credit hours.

HA 353 HOSPITALITY SYSTEMS AND OPERATIONS

Systems and operations is designed to provide the advanced-standing student the opportunity to face problems similar to those which confront a hospitality manager

through intense, systematic, and detailed analysis of case studies. Prerequisite: HA 311,350. 3 credit hours.

HA 355 CUSTOMER SERVICE

An emphasis on the development of company policies and strategies pertaining to the execution of good customer service. It also provides the techniques and methods to train personnel in the implementation of standards relating to customer service. Evaluation methods focusing on consumers, their needs and the skills needed to anticipate these needs as well as developing solutions to customer problems and complaints. 3 credit hours.

HA 358 HOSPITALITY LABOR RELATIONS

Topics include history of organized labor, union organizing campaigns, labor law, employment law, collective bargaining, and union management relations. Case studies and role playing are integral parts of the course. 3 credit hours.

HA 360 methods/material teaching golf

A professional golf management intensive course covering the techniques of teaching golf. 3 credit hours.

HA 365 HOSPITALITY HUMAN RESOURCES MANAGEMENT

Focus is on application of human resources principles to the hospitality industry including selection, employment law and health and safety. Prerequisite: HA 163. 3 credit hours.

HA 370 GROUP AND CONVENTION MANAGEMENT

Defines the scope and various segments of the convention market. Explains what is required to meet the individual needs of patrons and explores methods and techniques that lead to the development and implementations of more competitive service. 3 credit hours.

HA 375 HOSPITALITY MARKETING

Examines marketing, the concept and the process, how to conduct research for strategic planning, target marketing, positioning strategy, advertising and evaluation of case studies. 3 credit hours.

HA 380 WORLD TOURIST ATTRACTIONS

A geographical, social, cultural, political and economic analysis of the major tourist areas in the world and investigation into historical foundations and developments that have contributed to or have had an impact upon an area's offerings to the tourist market and their reasons for choosing such destinations. 3 credit hours.

HA 385 TOURISM PLANNING AND DEVELOPMENT

A detailed analysis of the immense proportions of world tourism, spanning the processes of long-range planning and management strategies that insure tourism's proper development within the economic, political and social sectors. Topics range from a market analysis and conceptual planning to site development, transportation, accommodations and support industries. 3 credit hours.

HA 390 INTERNSHIP

250 hours of field work in the hospitality industry. The field experience will be accompanied by readings, reports, journals and faculty conferences. Prerequisite: consent of the instructor. 3 credit hours.

HA 410 HOSPITALITY LEADERSHIP AND SUPERVISION

An incident approach is used to provide a cross-section of supervisory situations that have faced hospitality management. Emphasis is given to particular situations involving leadership development, ethical behavior and social responsibility. 3 credit hours.

HA 416 SPORTS AND RECREATION FACILITIES

This course provides an understanding of recreational facilities and the layout of space allocation both indoors and outdoors. Emphasis is placed on equipment, construction and maintenance of facilities. 3 credit hours.

HA 426 HEALTH FACILITIES

The study of administrative theory, responsibilities, personnel supervision and operational functions of a health facility manager. Programs and equipment utilized in the facility will be studied in depth. 3 credit hours.

HA 445 ADVANCED FOOD PRODUCTION

This course will provide advanced food production analysis in the following areas: quantity food production, health conscious cuisine and Garde Manger. 3 credit hours.

HA 446 SPORTS AND RECREATION SEMINAR

Advanced topics related to the management and operation of different types of club and recreational facilities will be discussed. Contemporary topics and trends, as well as current research, will be covered. 3 credit hours.

HA 447 INTERNATIONAL BAKING AND PASTRY

A global survey of the Art and Science of Baking and Pastry production. Topics include: breads and rolls, French pastries, cakes, tortes and other international pastries. 3 credit hours.

HA 449 international cuisine

This course will provide the advanced student an analysis of Classic French, European, Asian and various other cuisines. 3 credit hours.

HA 455 club facilities management

This course provides an understanding of golf operation facilities and the layout of space both indoors and outdoors. Emphasis is placed on equipment, construction and maintenance of these facilities. 3 credit hours.

HA 460 GOLF SEMINAR II

A continuation of HA 250. 3 credit hours.

HA 481 HOSPITALITY INDUSTRY SEMINAR

Resume preparation, interview simulations and role playing will be explored. Current issues in personal and professional development for the hospitality manager will be covered. Prerequisite: senior status or consent of instructor. 3 credit hours.

HA 485 turf and landscape management

Basic care and maintenance of fine turf grass, trees, shrubs, and ornamental plants used on golf courses. 3 credit hours.

HA 487 TOURISM SEMINAR

Current topics and developments within the tourism/hospitality industry with emphasis on career development in tourism and travel. Prerequisite: senior status. 3 credit hours.

HA 490 INTERNSHIP

500 hours of field work in the hospitality industry. The field experience will be accompanied by readings, reports, journals and faculty conferences. Prerequisite: consent of Instructor. 3 credit hours

HA 495 RESEARCH IN HOSPITALITY

Independent research projects or other approved phases of research or independent study. Prerequisite: Permission of the Dean. 3 credit hours.

HA 499 INDEPENDENT STUDY IN HOSPITALITY II

Independent research projects or other approved phases of research or independent study. Prerequisite: Permission of Dean. 3 credit hours.

HCA 100 HEALTH CARE AND SOCIAL SERVICES DELIVERY SYSTEMS *

A survey of the programs, services, and facilities in the continuum of health care. Emphasis is placed on the interrelationships between institutions and agencies and their role in the prevention, diagnosis, and treatment of health care problems. (3 credit hours).

HCA 120 HEALTH CARE ADMINISTRATION I

Fundamental theories, principles, and concepts of management are surveyed to prepare the student for a middle-management position in health care. Administration theory and management principles are examined in their application to the organizational analysis of hospitals and health care facilities. (3 credit hours).

HCA 210 CHANGE AND LOSS ACROSS LIFE SPAN

A study of the nature and loss, especially through death as experienced by children, adults, family, and friends. The meaning of personhood is critically examined in relation to clinical brain death, along with its implications to euthanasia and living wills. Emotional differences experienced in chronic illness versus sudden abrupt change are compared. Pre-requisites PSY 150, SOC 110; ENG 101-102. (3 credit hours). Note: Credit will not be given for both HCA 210 & PSY 210.

HCA 220 HEALTH CARE ADMINISTRATION II

A continuation of Introduction to Health Care Administration I. Prerequisites: PSY 150, SOC 110; ENG 101-102; HCA 120. (3 credit hours).

HCA 230 SOCIAL GERONTOLOGY

Examines the individual, group, and societal needs of the older population. Emphasis is placed on concepts and theoretical perspectives, factual information, research, social policy issues, and professional practice in the field of gerontology. Also included are historical aspects of aging, social support, income, employment, housing, institutionalization, retirement, death and dying, and health and social services for the elderly. Prerequisites: PSY 150; SOC 110; ENG 101-102. (3 credit hours).

HCA 240 MEDICAL-LEGAL ASPECTS OF HEALTH CARE ADMINISTRATION

An examination of basic principles of medical ethics and social responsibilities of the health and human services professional. Students discuss various ethical decisions in health care from legal and societal perspectives. Prerequisites. SOC 110; ENG 102 (3 credit hours).

HCA 300 RESEARCH METHODS IN HEALTH CARE ADMINISTRATION

An examination of the methods of inquiry used in applied research in health and human services. Includes case studies, survey research, needs assessments, evaluation research, epidemiological research, experimental design, and qualitative research. Other topics include resources for research, choosing a research problem, sampling, measurement issues, data analysis, and report presentation. Students design a research project and draft a research proposal. Prerequisites: MAT 221; HCA 100, 120, 210, 220, 240; PSY 150; SOC 110. (3 credit hours).

HCA 320 PUBLIC POLICY IN HEALTH CARE

An examination of health care policy in long term care including the politics of aging and the aging network as well as financial and retirement programs. Major health care and medical programs are also reviewed. Prerequisite HCA 300 or consent of HCA Director. (3 credit hours).

HCA 350 MENTAL HEALTH AND AGING

An examination of mental health problems in the United States today. Students examine the major psychological theories of aging as they relate to mental health. Basic characteristics of various functional disorders are identified, along with prevalence, prevention and treatment interventions. Alcoholism, substance abuse and suicide are discussed. Prerequisite: HCA 300 or consent of HCA Director. (3 credit hours).

HCA 390 FIELD PRACTICUM IN HEALTH CARE ADMINISTRATION

The student identifies an area of interest in Health and Human Services and develops the topic into a written project proposal. Upon approval, the project is implemented and evaluated. The course concludes with a seminar presentation and final paper. Letter grade is assigned. Prerequisite HCA 320 (3 credit hours).

HCA 420 THERAPEUTIC AND SUPPORTIVE PROGRAMS FOR THE ELDERLY

An examination of rehabilitative and restorative care and services for the elderly, including therapeutic activity programming. Students apply techniques of assessment, activity analysis, documentation, and evaluation to activity programs as well as construct and implement a therapeutic recreation program for a specific setting and population group. Prerequisites; HCA 450 and 460. (3 credit hours).

HCA 425 CLINICAL ASPECTS OF THERAPEUTIC RECREATION

An examination of the history of activity programs and therapeutic recreation programs. An extensive review of current clinical issues related to therapeutic recreation including patient assessment, documentation, regulatory compliance and standards of practice. Prerequisites: HCA 300 and HCA 320. (3 credit hours).

HCA 430 ADMINISTRATIVE PRINCIPLES IN THERAPEUTIC RECREATION

The course applies management and leadership principles to the delivery of recreation services. It systematically builds a foundation of administrative and supervisory skills. Prerequisite: HCA 420; Prerequisite or corequisite HCA 425. (3 credit hours).

HCA 450 FINANCIAL REPORTING AND REIMBURSEMENT IN HEALTH CARE

The principal sources and uses of health care funds will be addressed. Financial reporting methods of health care organizations will be examined. Prospective payment system requirements of Medicare, Medicaid and private third party payers are analyzed. Managed care is addressed. Prerequisites: ACC 202; HCA 350 and 390 or consent of HCA Director. (3 credit hours).

HCA 460 HEALTH IN THE LATER YEARS

A study of the biological theories and processes of aging. Major age related diseases are discussed including prevalence, prevention and treatment interventions along with

their implications for health and wellness. Prerequisites: SCI 261, HCA 350 and 390. (3 credit hours).

HCA 470 HEALTH CARE DELIVERY IN LONG-TERM CARE

An examination of nursing homes, health care facilities and adult congregate living facilities. Attention is given to regulatory requirements, reimbursement policy, licensing, role and duties of administrators, staffing positions, therapeutic and support care and services, standards of health and safety as well as architectural needs. State codes and statutes are reviewed. Pre-requisite: HCA 450 or consent of HCA Director. (3 credit hours).

HCA 475 CURRENT ISSUES IN HEALTH CARE

Various topics of current interest not covered in other courses and particularly related to Health Care Administration. Pre-requisite: Senior level status. (3 credit hours).

HCA 495 UNDERGRADUATE ADMINISTRATIVE RESIDENCY

Emphasis is placed on agency or facility administration in this residency. Upon assignment to an organization the student rotates through the various departments, reviewing functions as well as the policies and procedures governing them. Requires a written log, reports, evaluations and major project as outlined in the guidelines for the course. 650 hours. Pass (P) or Unsatisfactory (NP). Prerequisite: HCA 470. (3 credit hours).

HCA 498 UNDERGRADUATE ADMINISTRATIVE RESIDENCY IN LONG TERM CARE

The student demonstrates professional competence in the administration of a nursing home facility approved for the internship placement. The internship shall cover the following six domains of practice as specified in Chapter 468, Part II, Florida Statutes and Rule 64B10, Florida Administrative Code for Nursing Home Administrators:

Personnel, finance, marketing, physical resources management, laws, regulatory codes, governing boards and resident care. Placement duties consist of a supervised departmental rotation, written log, evaluation and major project as outlined by the guidelines for the course. 650 hours. Pass (P) or Unsatisfactory (NP). Prerequisites: HCA 230; 420; 470. (3 credit hours).

HIS 111 WESTERN CIVILIZATION I

An examination of the significant trends and influences of the Greek, Roman, Early Christian, Byzantine, Islamic, Medieval, and Non-Western civilizations; also including the Renaissance and Reformation. 3 credit hours.

HIS 112 WESTERN CIVILIZATION II

An examination of the social, political, economic, international, and cultural events from the European Renaissance to the First World War. 3 credit hours.

HIS 113 20TH CENTURY WORLD

An examination of significant trends and events from 1930 to the present using comparative perspectives. 3 credit hours.

HIS 221 AMERICAN HISTORY I

A general examination of the social, political, cultural, and economic history of the United States from the "New World" to the Civil War. 3 credit hours.

HIS 222 AMERICAN HISTORY II

A general examination of the social, political, cultural, economic, and international events influencing the United States from the Civil War to World War II. 3 credit hours.

HIS 225 UNITED STATES GOVERNMENT

An examination of the Constitution, foundations of political power, national parties, the executive, legislative and judicial functions, and the impact of government policies on national and international issues. Cross-listed with IRPS 225. 3 credit hours.

HIS 230 SOCIAL AND POLITICAL HISTORY OF THE UNITED STATES

A topical approach to key political and social events that have an impact on American culture. 3 credit hours.

HIS 240 american society since 1945

The aim of this course is to explore social, political, economic, and cultural change in the United States since 1945. Topics include family life, popular music, the suburban experience, women's and civil rights movements, and life in a consumer society. 3 credit hours.

HIS 320 latin american history

An examination of international, social, economic, and political life of Latin America from the perspective of selected countries as well as regions. Emphasis given to the role of international organizations, regionalism, and the trend toward economic integration. Cross-listed with IRPS 320. 3 credit hours.

HIS 360 THE AMERICAN EXPERIENCE THROUGH FILM

Historical and contemporary America as viewed by the American Film Industry using various perspectives across disciplines such as: social and behavioral sciences, science and technologies, film, and humanities. 3 credit hours.

HIS 481 SEMINAR IN HISTORICAL STUDIES: THE HOLOCAUST

This course will examine Hitler's antisemitic policies and practices, its causative factors and its implications as an example of the effect of prejudice. Prerequisite Junior and Senior Standing. 3 credit hours.

HIS 482 HISTORY SEMINAR

A series of analysis and discussions of contemporary problems in political science. Individual student research and reports are required. Prerequisite Senior standing. 3 credit hours.

HNR 295 HONORS SEMINAR I

Open to sophomores and above who meet certain academic average standards, by recommendation and invitation of a faculty honors committee. Special topics to be covered will be selected by the students involved and team-taught by faculty. Enrollment limited to 15 students. 1 credit hour.

HNR 395 HONORS SEMINAR II

Open to seniors who have completed HNR 295 and continue to meet the requisite academic average standards. Other openings are filled through recommendation and invitation of a faculty honors committee. Special topics to be determined by the students and team-taught by faculty. Enrollment limited to 15 students. 1 credit hour.

HNR 495 HONORS SEMINAR III

Open to seniors who have completed HNR 395 and continue to meet the requisite academic average standards. Other openings are filled through recommendation and

invitation of a faculty honors committee. Special topics to be determined by the students and team-taught by faculty. Enrollment limited to 15 students. 1 credit hour.

HS 100 introduction to human services I

This course surveys and discusses the theoretical concepts and principles upon which the human service field operates. Students visit agencies and human service organizations to observe community settings. They will gain a basic knowledge of the human service field. 3 credit hours.

HS 101 introduction to human services II

Students learn to analyze the theoretical concepts and principles upon which the Human Service Field operates. Students are introduced to agencies and human service organizations to gain knowledge and understanding of child care; early childhood education; recreation; hospitality; and eldercare settings. 3 credit hours.

HS 150 INTRO TO LEADERSHIP

The course introduces students to the basic principles of contemporary management and leadership styles, differentiates between the study of management and leadership, and cites the function of leadership in education, in cultural management and other human services industries. 3 credit hours.

HS 200 interpersonal process in human services

The student gains a general knowledge of human communications, interpersonal relationships, and small group dynamics. Topics discussed include verbal and nonverbal behavior, development of relationships, groups, assertiveness, and leadership. Practical application of the theory of interpersonal process is conducted during the Human Services Practicum (HS 250) during the summer semester. Pre-requisite: PSY 150. 3 credit hours.

HS 250 human services practicum

Students become involved and have direct contact with clients and/or customers and field supervisors in the following fields: child care, education, eldercare, recreation, hospitality. They complete seventy (70) hours of service in an unpaid practicum. During this practicum experience the students apply the practical knowledge gained in SOC 110 and the practice necessary to understand HS 200. They, also participate in field trips and weekly seminars. 3 credit hours. Prerequisite: HS 150 INTRO TO LEADERSHIP

HS 251 internship I

Students complete 100-120 hours of paid internship in their choice of area of concentration. Through this process the students begin to understand themselves as human service workers; identify philosophy, goals, structure and organization of the human service sector; and develop observation skills and the ability to evaluate them. Pre-requisite is HS 250. 3 credit hours.

HS 252 internship II

Student complete 120 of paid internship in their choice of area of concentration. Through this process the students begin to understand themselves as human service workers; identify philosophy, goals, structure and organization of the human service sector; and develop observation skills and the ability to evaluate them. Pre-requisite is HS 251. 3 credit hours.

HS 301 HUMAN SERVICE PROFESSIONALS

Students will learn about work options in public and private agencies. This course will correlate your opportunities to the interpersonal dynamics and communication skills required by the human service professional. A mentorship situation will be created to establish role model situations for students. 3 credit hours.

HS 320 COMPARATIVE EDUCATION AND HUMAN SERVICES

The educational and human service systems of selected developed and developing countries studied in cross-cultural perspective. 3 credit hours.

HS 330 THE POLITICS OF AMERICAN EDUCATION AND HUMAN SERVICES

An analysis of the political processes that shape and influence educational politics and human service agencies and services in the United States at the local, state, and national levels. 3 credit hours.

HS 350 internship

In this first of four internship experiences, students will complete field work in hotels, clubs, restaurants or human service agencies. Weekly seminars will present issues for discussion including management and leadership. Field hours TBA. 3 credit hours.

HS 355 the administration of change

Course content includes forces of change, models and strategies for intentional change diffusion, planning and managing change, and self-renewal in educational organizations and human services. 3 credit hours.

HS 375 INTERNSHIP

Students will complete field work experience in a hotel, restaurant, recreational club, or human service agency. Weekly seminars will offer discussion topics including

planning and management strategies, goals of businesses and organizations, marketing, and organizational behavior. Field hours TBA. 3 credit hours.

HS 400 LEADERSHIP BEHAVIOR

This course is designed to provide students the opportunity to simulate the position of a human service administrator and assume the leadership of a typical agency. Consent of instructor needed. The content is developed around the use of simulated materials and focuses on the individual student and his/her approach to realistic problems and situations faced by a human service administrator. These responses are the basis for the student's self-examination of his/her administrative behavior and enables him/her to capitalize upon strengths and ameliorate weaknesses. 3 credit hours.

HS 450 HUMAN SERVICE/HOSPITALITY INTERNSHIP PLACEMENT I

Students will spend 15-20 hours per week in an internship situation within a food service or hospitality placement or community organization. This internship program will be offered concurrently with weekly seminar-supervision sessions. Seminar sessions will deal with practical application of current theories and research regarding the settings in which students will be placed for their internship hours. 6 credit hours.

HS 475 HUMAN SERVICE/HOSPITALITY INTERNSHIP PLACEMENT II

Students will spend a minimum of 15-20 hours per week in a supervised internship within a business or community setting. Students will be required to attend weekly seminars and to complete a senior paper which will include a description and in-depth study of the student's internship setting. 6 credit hours.

HS 482 HUMAN SERVICE/HOSPITALITY SENIOR SEMINAR

This course will offer a study of selected issues and specialized topics in the field of human services and/or hospitality. Designed for seniors, the seminar will help prepare students for entrance level employment positions. Interviewing techniques will be explored and a written resume, and work portfolio will be designed by each student. Prerequisite: Senior Standing. 3 credit hours.

HUM 100 INTRODUCTION TO HUMANITIES *

Principal arts and ideas of Western cultural ages from Classical Greco-Roman to Contemporary, as expressed through painting, sculpture, architecture, music, and writings. 3 credit hours.

HUM 101 ART APPRECIATION

An introductory course approached through ideas rather than chronology. Using modern and contemporary art as a focal point and moving back and forth in time, the course explores subjects, themes, and stylistic tendencies that relate the present to the past. The characteristic intrinsic to each art form are explored. 3 credit hours.

hum 102 music appreciation

A consideration of the principal musical forms against the background of other arts: Symphony, musical drama, jazz, folk music, and experimental forms. 3 credit hours.

HUM 105 ACTING I

Fundamental acting exercises designed to lead the student toward credibility on the stage. 3 credit hours.

HUM 201 LOGIC

An elementary course in the principles and problems of critical thinking. The relation between language and reasoning, different uses of language, and problems of meaning are emphasized. Formal principles of deductive and inductive reasoning are studied and applied. 3 credit hours.

HUM 221 INTRODUCTION TO PHILOSOPHY

A study of the basic schools of philosophy and their close relationship with contemporary times and the problems which confront humankind, both collectively and individually. 3 credit hours.

HUM 230 WORLD RELIGIONS

A comparative study of the world's great religions and their impact separately and collectively on the world today. 3 credit hours.

HUM 300 GREAT ISSUES

An interdisciplinary approach to such topics as "Man and the Universe," "Science, Technology and Society," "Man and the Imagination," and "Faith and Morals." Prerequisite Junior and Senior Standing. 3 credit hours.

HUM 301 CREATIVE THINKING

An examination of different methods used in various disciplines to arrive at new insights. It considers how reasoning proceeds in particular fields such as law, science, technology, management and the arts. Focus is on procedures for obtaining greater intellectual flexibility. Prerequisite Junior and Senior Standing. 3 credit hours.

HUM 302 ETHICS

A systematic study of the different ethical systems as found in the writings of Aristotle, Aquinas, Kant, and Dewey. The principles derived will be applied to the problems of the present in individual as well as social situations. 3 credit hours.

HUM 350 AMERICAN PHILOSOPHY

A study of the major insights of Edwards, Pierce, James, Royce, and other American philosophers. The course explores the ways philosophical ideas shaped American law, politics, morals, aesthetics, and educational structures. Prerequisite Junior and Senior Standing. 3 credit hours.

HUM 399 COMMUNITY AWARENESS

An integral part of a liberal arts education is to engender a sense of responsibility. It is the purpose of this course to create such an opportunity through a pre-approved community service project. Prerequisite: Junior or senior standing. 1-3 credit hours.

HUM 410 great books

A study of some of the seminal works of literature both fiction and non-fiction from writers around the world. The course explores their significance, depth and the degree to which they provide the challenge to reflect upon human experience. 3 credit hours. Prerequisite: HUM 100 *or* junior or senior standing.

HUM 490 LIBERAL ARTS SEMINAR

A capstone senior course. 3 credit hours.

HUM 495, INTERNATIONAL STUDIES IN ART AND 496, 497 HUMANITIES

International studies abroad in languages, arts, and cultures of foreign nations and societies, stressing the unique experience of study in a foreign country and direct experience of another culture. Studies abroad in arts and humanities may accumulate up to nine (9) credits depending upon the nature and scope of the study or project, with fifteen (15) contact hours of instruction necessary for each hour of credit earned. Credits earned may be applied to 300+ level elective requirements in all Liberal Arts degrees, or toward 300+ level major (humanities) elective requirements in the Liberal Arts concentration. Students considering enrollment in International Studies in Arts and Humanities should plan with their advisor how such credits earned are to be applied before registration. 3-9 credit hours.

INB 390 INTERNATIONAL BUSINESS

This course surveys the unique opportunities and challenges faced by firms engaged in cross-border and/or foreign business activities. Through text, lecture, case analysis, selected readings, and in-class activities, students will be exposed to the diversity and complexity of the international business environment and how it affects them as workers, consumers, citizens, and future managers. 3 credit hours.

INB 391 COMPARATIVE ECONOMIC SYSTEMS

This course provides an overview of the opportunities and challenges relevant to the conduct of business in dissimilar economic systems. Students will compare international business as it is characteristically affected by differing national economic and political philosophies, patterns or government-business relationships, and strategies for economic development. Prerequisites: BUS 170, BUS 171, and INB 390. 3 credit hours.

INB 393 MULTINATIONAL FINANCE

This course is designed to expose the student to the workings of the international financial management environment, foreign exchange risk management, multinational

working capital management and financing of foreign operations. Prerequisites: BUS 390 and BUS 311 or permission of instructor. 3 credit hours.

INB 491 CONTEMPORARY INTERNATIONAL BUSINESS ISSUES

Students will analyze the effects of currently emerging issues on developing or defending competitive international business performance. Through the integrative exercise of theory, concepts and tools acquired in their prior courses, students will demonstrate their ability to apply that broad foundation of knowledge to the formulation of strategies and tactics specific to the changing scenarios characteristic of the constantly fluid international business environment. Prerequisites: INB 390 and 391 or permission of instructor. 3 credit hours.

INB 492 INTERNATIONAL BUSINESS LAW AND ORGANIZATION

A survey of international laws, regulations and codes, plus those international institutions whose duty it is to regulate intercourse among nations. Historical foundations will be presented along with contemporary issues and dilemmas that face the "Global Village." Prerequisite: BUS 212, 213, INB 390. 3 credit hours.

INB 495 INTERNATIONAL STUDY ABROAD PROGRAM

A four to five month internship in the student's area of study will be conducted through a partner university or college. The Study Abroad Program would offer language and other appropriate area study courses, plus living accommodations, and where possible, work assignments in local community businesses. The Study Abroad Program would be mentored by a School of Business faculty member. This experience provides the opportunity for the student to live and develop in another country both socially and academically. Participation in the Study Abroad Program requires that a sufficient number of concentration courses plus other language requirements be met to the satisfaction of the School of Business. 6 credit hours.

IRPS 150 CONTEMPORARY POLITICAL SCIENCE

This course explores the complex, multi-faceted world of politics and government at the end of the 20th century. Topics examined include the nature of law and government, the development of the nation-state and the evolution of ideology. These developments are placed within a contemporary as well as a comparative context in order to investigate current and future political challenges including social and economic developments, problems in political democracy and issues of globalization and conflict. 3 credit hours.

IRPS 225 UNITED STATES GOVERNMENT

An examination of the Constitution, foundations of political power, national parties, the executive, legislative and judicial functions, and the impact of government policies on national and international issues. Cross-listed with HIS 255. 3 credit hours.

IRPS 250 GEOGRAPHY AND WORLD AFFAIRS*

Introduction to the interplay of geography on political and cultural events. Emphasis on current events. 3 credit hours.

IRPS 320 LATIN AMERICAN HISTORY

An examination of international, social, economic, and political life of Latin America from the perspective of selected countries as well as regions. Emphasis given to the role of international organizations, regionalism and the trend toward economic integration. Prerequisites: IRPS 150 or 250. Cross-listed with HIS 320. 3 credit hours.

IRPS 325 INTERNATIONAL DIPLOMACY

The evolution of modern diplomacy over the last two centuries will be examined. Changes in strategies and techniques, as well as distinctions in diplomatic goals will be analyzed, particularly in terms of cultural, historical and national contexts. Prerequisites: IRPS 150 and 250. 3 credit hours.

IRPS 330 POLITICS OF DEVELOPMENT

This course examines divergent explanations for development and underdevelopment. Emphasis is placed upon the concepts and theories which highlight the political process and political actors involved in the politics of development. Attention is given to the role of international political and economic organizations in the development process. Where appropriate, country studies are examined to illustrate theoretical dimensions. Prerequisites: IRPS 150 and 250. 3 credit hours.

IRPS 340 GOVERNMENT AND POLITICS OF RUSSIA

Russia has been a key international player for most of this century, driving the foreign policy of Western nations through the theater of confrontation known as the Cold War. The rise and fall of the Soviet Union will be a focus, as will contemporary concerns about the stability and development of the fledgling Russian Republic. Prerequisites: IRPS 150 or 250. 3 credit hours.

IRPS 350 COMPARATIVE POLITICS

This course assists students in acquiring a theoretical and analytical structure in which to approach the study of comparative governments by taking a regional approach which highlights cultural, historical, economic and political features common to all or most of the states within a given geographic area. In doing so it provides the basis for comparison not only between and among states, but also across regional boundaries. Prerequisites: IRPS 150 or 250. 3 credit hours.

IRPS 370 MODEL ORGANIZATION OF AMERICAN STATES

This course introduces students to the history, structure and purpose of the Organization of the American States (OAS) by preparing them to participate in a national model OAS conference. In addition to examining contemporary political relations in the Americas, students will also gain specialized knowledge of a particular country's economic, political and social framework. Prerequisites: IRPS 150 or IRPS 250. 3 credit hours.

IRPS 395 GOVERNMENT AND POLITICS OF JAPAN

This course provides an overview of Japan's political system with emphasis on traditions from the past which have impact on the current political context. Particular focus will be placed upon how public and private actors, both within and without Japan, affect the contemporary policy process. Prerequisites: IRPS 150 or 250. 3 credit hours.

IRPS 403 GOVERNMENT AND POLITICS OF CHINA

The 21st century has been designated as the "Chinese Century." Yet even with expanded knowledge of, as well as interaction with China, the functioning of the political system remains an enigma. This course aims to uncover the basic historical trends and cultural predispositions which will reveal how China functions both internally and externally, as well as provide a prognosis for its future development. 3 credit hours.

IRPS 420 ORIGINS AND DEVELOPMENT OF THE EUROPEAN UNION

This course undertakes an examination of the circumstances leading to the creation of the European Economic Community and its eventual metamorphosis into the European Union. It considers the consequences of the Cold War and the United States' decision to promote European integration. Of special interest will be British, French and German attitudes and the policies of the Benelux countries. This course will also feature an examination of Ireland's entry into the EEC in 1973 and its role since then. Prerequisites: IRPS 150 or 250. 3 credit hours.

IRPS 470 UNITED STATES FOREIGN POLICY

The purpose of this course is to illustrate how the United States makes its foreign policies in the post-cold war world. The endings of the bipolar superpower confrontations between the United States and the Soviet Union, growing global interdependence, the rise of ethnic politics and other factors have produced important changes in the way that U.S. foreign policy is made. This course will uncover the changing actors and issues which comprise the new context of U.S. foreign policy. Prerequisites: IRPS 225 and 250. 3 credit hours.

IRPS 471 THE AMERICAN PRESIDENCY

Discussion of presidential power and functions, relationship with Congress, political party involvement, public personality, and leadership. Selected presidents are used as examples. Prerequisite: IRPS 225. 3 credit hours.

IRPS 475 CONTEMPORARY INTERNATIONAL RELATIONS

This course explores the relationships between nations and their behavior towards one another. Analysis and conceptualization of the forces and conditions which influence the relations among nations is accomplished. In addition to examination of the basic theoretical and conceptual approaches to the analysis and prescription of world affairs, this course investigates the history of the modern nation-state system and the ways in which it is challenged today. Prerequisites: IRPS 150 and 250. 3 credit hours.

IRPS 483 POLITICAL SCIENCE SEMINAR (OAS or UN)

This course provides preparation for the student to participate in either a model OAS or model UN program. Preparation entails research on topical areas of political policy issues as well as, where appropriate, actual country research into the policy record of specific countries. Enrollment in the course requires a commitment on the part of the

student to participate in the model program. Lab fee required: varies according to destination. Prerequisites: Completion of 12 credit hours in International Relations courses and approval of the IR Program Coordinator. 3 credit hours.

IRPS 495 SPECIAL PROJECTS/INTERNSHIPS

Offers opportunities for students to study abroad or to pursue internships at other institutions in the public or private sectors. The Special Projects/Internships monitored by an International Relations faculty member or the Internship Director. Depending upon the workload and duration of a Special Project/Internship, credits earned would vary from 3 to 9 credit hours. Prerequisites: Completion of 12 credit hours in International Relations or Political Science courses and approval of the IR Program Coordinator.

IRPS 499 WASHINGTON INTERNSHIP

Prerequisites: Completion of 12 credit hours in International Relations or Political Science courses and approval of the IR Program Coordinator.

KSP 311 KEYBOARD SKILLS FOR PIANISTS

Several essential skills are introduced to pianist through the four levels of this course. Each skill is continually developed during the four semester curriculum. Skills include sight-reading, score-reading, improvisation, harmonic progressions, realization of figured bass, and transposition. Placement examinations will determine student level. Prerequisite: Placement exam. 1 credit hour.

KSP 312 KEYBOARD SKILLS FOR PIANISTS

Continuation of KSP 311. Prerequisite: KSP 311 or placement exam. 1 credit hour.

KSP 411 KEYBOARD SKILLS FOR PIANISTS

Continuation of KSP 312. Prerequisite: KSP 312 or placement exam. 1 credit hour.

KSP 412 KEYBOARD SKILLS FOR PIANISTS

Continuation of KSP 411. Prerequisite KSP 411 or placement exam. 1 credit hour.

LAN 100 FRENCH I

Fundamental course in listening, speaking, reading, and simple writing. Basic grammar and vocabulary training supplemented by audio-visual materials. 3 credit hours.

LAN 101 FRENCH II

Continuation of Elementary French I. Stress on building vocabulary and grammatical structure with practice for fluency. Prerequisite: LAN 100. 3 credit hours.

LAN 110 SPANISH I

Fundamental course in listening, speaking, reading, and simple writing. Basic grammar and vocabulary training supplemented by audio-visual materials. 3 credit hours.

LAN 111 SPANISH II

Continuation of Elementary Spanish I. Stress on building vocabulary and grammatical structure with practice for fluency. Prerequisite: LAN 110. 3 credit hours.

LAN 120 German I

Fundamental course in listening, speaking, reading, and simple writing. Basic grammar and vocabulary training supplemented by audio-visual materials. 3 credit hours.

LAN 121 German II

Continuation of Elementary German I. Stress on building vocabulary and grammatical structure with practice for fluency. Prerequisite: LAN 120. 3 credit hours.

LAN 130 Japanese I

Fundamental course in listening, speaking, reading, and simple writing. Basic grammar and vocabulary training supplemented by audio-visual materials. 3 credit hours.

LAN 131 Japanese II

Continuation of Elementary Japanese I. Stress on building vocabulary and grammatical structure with practice for fluency. Prerequisite: LAN 130. 3 credit hours.

LAN 200 FRENCH III

Continuation of French II. Emphasis on vocabulary, reading, composition and conversation. Prerequisite: LAN 101. 3 credit hours.

LAN 201 FRENCH IV

Continuation of French III. Emphasis on conversation and composition while studying history, geography and culture of French speaking countries; business language is an integral part of this course. Prerequisite: LAN 200. 3 credit hours.

LAN 210 SPANISH III

Continuation of Spanish II. Emphasis on vocabulary, reading, composition and conversation. Prerequisite: LAN 111. 3 credit hours.

LAN 211 SPANISH IV

Continuation of Spanish III. Emphasis on conversation and composition while studying history, geography and culture of Spanish speaking countries; business language is an integral part of this course. Prerequisite: LAN 210. 3 credit hours.

LAN 230 JAPANESE III

Continuation of Japanese II. Emphasis on vocabulary, reading, composition and conversation. Prerequisite: LAN 131. 3 credit hours.

LAN 231 JAPANESE IV

Continuation of Japanese III. Emphasis on conversation and composition while studying history, geography and culture of Japanese speaking countries; business language is an integral part of this course. Prerequisite: LAN 230. 3 credit hours.

MAT 101 ELEMENTARY ALGEBRA

A course designed for those students who lack the necessary background to immediately address College Algebra. Topics include real number systems, radicals, graphic, solving equations. **NO math credit is given for this course.** 3 credit hours.

MAT 105 APPLIED MATHEMATICS I*

Broad based, college level mathematics emphasizing both computational and mathematical skills. Topics include problem solving, sets, logic, numeration systems, order of operations, operations with signed numbers, polynomial expressions, linear

equations and inequalities in one variable. This course may serve as a prerequisite for College Algebra. 3 credit hours.

MAT 106 APPLIED MATHEMATICS II*

A continuation of Applied Mathematics I designed to meet the needs of those students who will NOT take College Algebra or Probability and Statistics. Topics include the real number system, consumer mathematics, geometry, factoring, exponents, functions and graphs, systems of equations and inequalities, quadratic equations and inequalities in one variable, theoretical and empirical probability, counting problems, frequency distribution and measures of central tendency. 3 credit hours.

MAT 110 COLLEGE ALGEBRA

Topics include linear and quadratic functions, polynomial functions, systems of equations and inequalities, matrices, and determinants. Prerequisite: MAT 105 or completion of two years of high school algebra. 3 credit hours.

MAT 117 PRE-CALCULUS

The course covers advanced Algebra topics such as extensive analyses of different kinds of functions, equations and systems of equations. Attention is paid to problem solving techniques and proper graphing of functions. Prerequisite: MAT 110. 3 credit hours.

MAT 202 MATH APPLICATIONS

This course will combine the concepts of MAT 105 and MAT 106 with primary emphasis placed on those skills required in the CLAST exam. Topics will include arithmetic skills, geometry and measurement skills, algebra skills, probability and statistics skills, and logical reasoning. Math credit will NOT be awarded for both MAT 202 and either MAT 105 or MAT 106. 3 credit hours.

MAT 210 CALCULUS I

A first course in calculus covering differentiation of algebraic and trigonometric functions, logarithmic and exponential functions and applications to geometry, simple physics phenomena and business economics. Prerequisite: MAT 117. 3 credit hours.

MAT 211 CALCULUS II

A second course in calculus covering integration techniques, series, vectors, vector valued functions and partial derivatives. Prerequisite: MAT 210. 3 credit hours.

MAT 215 TRIGONOMETRY WITH ANALYTICAL GEOMETRY

Topics include functions and graphs, trigonometric functions, the unit circle, graphs of trigonometric functions, analytic trigonometry, oblique triangles with popular coordinates, analytic geometry, complex numbers and vectors. Prerequisite: MAT 110. 4 credit hours.

MAT 221 PROBABILITY AND STATISTICS

A course designed to introduce the methods of probability and statistics. Topics include laws of large numbers, discrete and continuous distributions, and sums of random variables. Math credit will not be awarded for both MAT 221 and BUS 322. 3 credit hours.

MAT 310 LINEAR ALGEBRA

The study of vector spaces, linear transformations, matrices, applications in analysis of systems of linear equations, Eigenvalues and Eigenvectors. Prerequisite: MAT110. 3 credit hours.

MAT 320 METHODS OF CALCULUS

An introduction to the methods and applications of differentiation and integration. Primarily for business and social science majors. Prerequisite: MAT 110. 4 credit hours.

MAT 321 STATISTICAL APPLICATIONS

A course designed to emphasize the applications of statistics, including discrete and continuous distributions, sums of random variables, and an introduction to basic theorems of probability and statistics. Prerequisite: MAT 221. 3 credit hours.

MHS 261 MUSIC HISTORY: THE MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS

This course traces the stylistic history of Western art music from antiquity through the Baroque era. The course presents an overview of the early history of Western art music, provides the foundation for further student of music history and literature and encourages the incorporation of historical perspective in interpretation and performance. 3 credit hours.

MHS 300 RHYTHMIC AND 20TH CENTURY PERFORMANCE PRACTICE

The largest part of the work in this class pertains to rhythm. This will involve a theoretical as well as practical approach to that subject. Among the other subjects studied are changing meter, understanding and rewriting complex rhythms, cross rhythms, metric modulation, extended instrumental techniques, alternative notational systems, and new symbols. An important part of this class will consist of continuing exercises for mastering the irregular groupings such as fives and sevens, cross

rhythms such as three against four and four against seven, changing meter, and metric modulation. It is expected that students will practice the various rhythmic exercises as tests will occur every few weeks. Prerequisite: APM 112. 2 credit hours.

MHS 360 MUSIC HISTORY: THE CLASSICAL AND ROMANTIC PERIODS

This course serves as a continuation of the historical study of Western art music. Commencing with the pre-Classical age, the course will traverse the eighteenth and nineteenth centuries, concluding with the contributions of Claude Debussy. Focusing upon the needs and supporting aspirations of the performing musicians, the course continually emphasizes the study of music literature through extensive analytical listening, score study and in-class performances. Prerequisite: MHS 261. 3 credit hours.

MHS 361 MUSIC HISTORY: TWENTIETH CENTURY MUSIC

The objective of this course is to familiarize students with the styles that have emerged in the music of the twentieth century. The course will largely concentrate on the main composers of the century and their works. Lecture material will also include some discussion of socio-political/economic factors and developments in other art forms to provide a background for the intellectual climate of the period. Weekly listening and reading assignments will be made throughout the course. Prerequisite: MHS 360. 3 credit hours.

MHS 362 HISTORY OF CHAMBER MUSIC

This course traces the evolution of the forms of chamber music and seeks to discover how and why this evolution came about. Through a large dose of listening, discussion and comparison of standard works, students will examine the complete history of chamber music. Regular listening and reading assignments will be made throughout the course. A term paper and in-class report are required. This course fulfills the

Music History elective. Open to University students with permission of instructor. 2 credit hours.

MHS 363 HISTORY AND LITERATURE OF THE SYMPHONY

Students will listen to and discuss the development of the symphony orchestra as a medium and as an art form. Masterpieces of the major symphonists will be studied in detail, with special emphasis on their significance in the evolution of musical style. Regular listening and reading assignments will be made throughout the course. A term paper and in-class report are required. This course fulfills the Music History elective. Prerequisite: MHS 261. Open to University students with permission of instructor. 2 credit hours.

MHS 365 ART MUSIC OF THE AMERICAS

This course is designed to introduce the student to art music from Latin America, the United States, Canada and the Caribbean. Certain vernacular musical traditions will be included because of their significant role in the development of art music on the American continents. This course will encourage the investigation of music literature that may be unfamiliar or uncommon and focus upon the musical achievements in the Americas. Composers included in the course are Villa-Lobos, Ginastera, Chavez, Champagne, R. Murray Schafer, Sousa, Griffes, Ives, Copland, Cage, Cowell, Armstrong and Ellington, among others. Fulfills the Music History elective requirement. Open to University students with permission of instructor. 2 credit hours.

MHS 366 CHORAL REPERTOIRE AND ART SONG

This course serves as an introduction to choral repertoire and art song from the Renaissance to the present. One objective of the course is to enrich the musicianship of each student by examining the vocal arts through the repertoire. Works by the following composers will be studied: Britten, Stravinsky, Brahms, Verdi, Beethoven, Machaut, Bach, Handel, Josquin, Schubert, Schumann, Wolf, Duparc, Debussy, Schoenberg and others. Fulfills the Music History elective requirement. Prerequisite: MHS 261 or permission of the instructor. Open to University students with permission of instructor. 2 credit hours.

MHS 367 SURVEY OF WORLD MUSIC

This course serves as an introduction to the folk traditions of various societies throughout the world. Some of the music and musical traditions to be discussed include those of Africa, India, Indonesia, China, Japan, South America, Native Americans, African Americans, the folk music of Eastern Europe, as well as jazz and the influence of ethnic music on 20th-century classical music. Lectures will concentrate on placing these various music in their proper social context with an emphasis on understanding the different ways that music can function. Musical examples will also be analyzed in purely musical terms. Regular listening and reading assignments will be made throughout the course. A term paper and in-class report are required. Fulfills the Music History elective requirement. Open to University students with permission of instructor. 2 credit hours.

MHS 368 AN OVERTURE TO OPERA

This course will introduce the student to the world of opera via study of its history and literature (surveyed chronologically), performance excerpts, and operas on video. Additionally, arias, and other short excerpts from a variety of styles will be transcribed for the respective instruments of students in the class. These arias will then be performed by the students and their interpretive insights and solutions will serve as models for comparison with a singer's solutions as revealed in historical and contemporary recordings. Fulfills the Music History elective requirement. Open to University students with permission of instructor. 2 credit hours.

MKT 250 PRINCIPLES OF MARKETING

Introduces the student to a broad functional understanding of marketing. Topics include buyer behavior, product planning, channels of distribution, price policies, and promotional activities. 3 credit hours.

MKT 260 RETAILING

Examination of the organization and operation of retail establishments. Emphasis is placed on markup, pricing, stock turn, sales and stock planning, and the selling of services as well as goods. Prerequisite: MKT 250. 3 credit hours.

MKT 305 CONSUMER BEHAVIOR

A study of the consumer decision process. The course focuses on consumer branding, the product adoption process, the impact of current issues (leisure time, working women, and the elderly) and the development of marketing strategies to encourage a positive consumer response. Prerequisite: MKT 250. 3 credit hours.

MKT 321 PROFESSIONAL SELLING AND SALES MANAGEMENT

An integrative course that introduces the professional sales process with an emphasis on selling skills and technique, and then focuses on the management of the sales team. Topics such as forecasting, relationship management, territory design and professional presentation development and delivery are components of this course. Prerequisite: MKT 250. 3 credit hours.

MKT 325 FASHION ADVERTISING AND PROMOTION

Advertising, visual display and marketing methodology are utilized in establishing a sales promotion plan. Shows and special events, used to promote fashion products, are incorporated in student projects. Prerequisites: BUS 101, 140, 320 and MKT 250. 3 credit hours.

MKT 350 ADVERTISING

An overview of the promotional aspect of the marketing mix, including sales promotion and public relations. Emphasized are the interactions of these areas in advertising strategy planning. Also examined is the influence of advertising and its responsibilities to society. Course project required involving research, analysis, and presentation. Prerequisite: MKT 250. 3 credit hours.

MKT 370 MARKETING - special TOPICS

A course that will explore different areas of marketing. Topics may include specific industries, telemarketing, relationship marketing, direct marketing and marketing on the Internet. 3 credit hours. Can be repeated for credit as topics change.

MKT 392 INTERNATIONAL MARKETING AND TRADE RELATIONS

A study of marketing management activities from the perspective of firms doing business across national boundaries. Emphasis is upon aspects of marketing which are unique to international business and problem-solving within an international context. Also, a theoretical analysis of the causes of international trade including comparative advantage, Heckcher-Ohlin theory and more recent theories. Other topics include international trade policy, economic integration, trade problems of developing countries and the role of multinational corporations in world trade. Prerequisite: MKT 250 and INB 390. 3 credit hours.

MKT 430 MARKETING RESEARCH

Introduction to the techniques and tools of market research as an aid to decision-making. Topics include problem definition, research methods, research project design, results interpretation. Prerequisites: MKT 250, BUS 322. 3 credit hours.

MUS 231 CHORUS

A performance-oriented course made up of students singing in a mixed choral ensemble of the standard grouping SATB (soprano, alto, tenor and bass voices). Course requirement will include a two-hour rehearsal once each week and at least one public performance during the semester. Repertoire for the group will include both sacred and secular works chosen from the Renaissance through the twentieth century. Prerequisite: Audition. Open to all University students. 1 credit hour.

NUR 301 TRANSITIONS IN PROFESSIONAL NURSING

Introduction to the purpose, philosophy and organizing framework of the program. The development of nursing and the global environment of health care delivery, professional socialization, professional values, professional role development, and legal, ethical, and professional practice standards are examined. Fundamentals of critical and creative thinking and use in decision-making processes, information literacy, and communication are emphasized. Self-awareness and philosophy development provide the basis for role transition. 40 class hours. Prerequisite: Admission status or consent by the Nursing Program Director. 3 credit hours (3 class credits).

NUR 302 NURSING HEALTH ASSESSMENT, COMMUNICATION AND COLLABORATION

Techniques and methods of health assessment as a basis for professional nursing practice with the individual, family, and community across the life span. Dimensions of human functioning form the structure for assessment and diagnosis of health and illness responses in the problem-solving process. Communication and collaboration in nurse-client and nurse-health team relationships and use of health technologies are emphasized. Practice setting: Lab. 33 Class hours and 20 Lab hours. Prerequisites: Junior level progression status. Prerequisite or corequisite: NUR 301. 3 credit hours (2.5 class and .5 lab credits).

NUR 303 NURSING CARE IN HEALTH PROMOTION, PROTECTION AND ILLNESS PREVENTION: PRIMARY PREVENTION

Professional nursing practice design focusing on health promotion, protection and illness prevention goals and interventions at the primary prevention level for healthy

individuals across the life span (focusing on older adults). The client is viewed in the context of family. Promoting continuity of care, and health educator and counselor, research consumer roles, and *Healthy People 2010* are emphasized in meeting aggregate health needs in the community. 33 Class hours and 20 Clinical hours. Prerequisite: Junior level progression status. Prerequisite or corequisite: NUR 301, NUR 302, computer literacy. 3 credit hours (2.5 class and .5 lab credits).

NUR 304 NURSING CARE IN HEALTH RESTORATION: SECONDARY PREVENTION

Professional nursing practice design focusing on restorative goals and secondary prevention interventions for children and adults (focusing on older adults) experiencing acute and critical physical and psychosocial illness. The individual as client is viewed in the context of family. Role development emphasizes: research consumer, discharge planner, educator and counselor, nursing care manager, case-management, facilitator and coordinator of care, and health team collaborator in acute care and psychiatric hospitals and community settings. 33 Class Hours and 20 Clinical Hours. Prerequisites: NUR 302, NUR 303. 3 credit hours (2.5 class and .5 clinical credits).

NUR 305 NURSING IN REHABILITATION AND PALLIATIVE CARE: TERTIARY PREVENTION

Professional nursing practice design focusing on rehabilitation and palliative goals and tertiary prevention interventions for children and adults (focusing on older adults) experiencing chronic, disabling, and terminal illness. The individual as client is viewed in the context of family. Role development emphasizes: research consumer, discharge planner, educator and counselor, nursing care manager, case-management, facilitator and coordinator of care, and health team collaborator in long-term care (nursing homes and psychiatric hospitals), sub acute care (rehabilitation), palliative care (hospice), the home and the community. 33 Class Hours and 20 Clinical Hours. Prerequisites: NUR 302, NUR 303. 3 credit hours (2.5 class and .5 clinical credits).

NUR 401 NURSING CARE OF FAMILIES

Professional nursing practice design focusing on care of healthy developing families and those experiencing illness. The childbearing, childrearing, and contracting families are viewed in the context of community and contemporary family problems. All health goals and interventions at all levels of prevention are applied. Health planning in a community project is initiated. Role development emphasizes: research consumer, family educator and counselor, family case manager, home health nursing, facilitator and coordinator of care, and health team collaborator in home and community settings. 27 Class Hours and 40 Clinical Hours. Prerequisite: Senior level progression status. Prerequisite or corequisite SOC 335. 3 credit hours (2 class and 1 clinical credits).

NUR 402 NURSING CARE IN THE COMMUNITY

Professional nursing practice design focusing on care of individuals, families, and other aggregate groups in the community who may be healthy or experiencing illness with continued home health experience. The community is viewed in the context of a global society, with aggregate focused care and public and world health examined. All health goals and interventions at all levels of prevention are applied. Role development emphasizes: research consumer (epidemiology and population based data), community educator and counselor, case management, health project management, facilitator and coordinator of care, collaborator with leaders and consumers in the community (mental health, public health, home health, primary care, ambulatory care, support associations, crisis centers, employee health, day care and schools). 33 Class Hours and 60 Clinical Hours. Prerequisites: NUR 401 and NUR 404. Prerequisite or corequisite IRPS 475. 4 credit hours (2.5 class and 1.5 clinical credits).

NUR 403 LEADERSHIP, MANAGEMENT AND CHANGE IN PROFESSIONAL NURSING

Professional nursing practice design focusing on effective leadership and management of the care of multiple clients. Change management, negotiation, supervision, delegation and coordination in the context of the health care organization care are emphasized. Nursing management and leadership practices, organizational policies, nursing practices, and effectiveness of outcomes-based practice are critically analyzed. Staff development through roles of health team educator and professional communicator are implemented. Setting: Any health care agency. 33 Class Hours and 60 Clinical Hours. Prerequisite: NUR 402; HUM 301. Prerequisite or Corequisite COA 110. 4 credit hours (2.5 class and 1.5 clinical credits).

NUR 404 RESEARCH IN PROFESSIONAL NURSING

Acquiring positive attitudes, knowledge and skills to critique research processes and outcomes relevant to nursing. Developing the nursing research consumer and colleague roles and strategies for utilization of research results that improve the efficacy of nursing interventions, nursing practice outcomes and health care delivery to diverse people are emphasized. 40 class hours. Prerequisite: Senior level progression status. Co-requisite or pre-requisite: MAT 221. 3 credit hours (3 class credits).

NUR 405 PROFESSIONAL NURSING ISSUES, TRENDS AND CHALLENGES

In-depth historical and contemporary analysis of issues, trends, and global challenges in professional nursing and health care delivery. Problem-solving and decision-making strategies are applied to ethical and legal issues, economic/financial and health policy trends, and professional and political challenges. Professional role development, life-long learner, global citizen and opportunities for organizational participation and leadership as a professional member are evaluated. 40 class hours. Prerequisite: NUR 402. Co-requisite: NUR 403. 3 credit hours (3 class credits).

Note: For all nursing courses, the ratio of class (lecture) to lab or clinical hours is 1:3.

1 class (lecture) credit =13.3 hours

.5 clinical or lab credit=20 hours

1 clinical or lab credit = 40 hours

PE 100 PHYSICAL EDUCATION

Designed to provide the student an opportunity to improve overall physical fitness. The student gains knowledge in health related areas and acquire, improve and utilize life-long recreational sports and activities. 1 credit hour.

PE 150 PHYSICAL EDUCATION

This course is designed to reinforce the student's ability to improve physical fitness and knowledge of physical health issues, as well as to continue the pursuit of lifelong recreational activities. 1 credit hour.

PED 329 GENERAL PEDAGOGY

This course provides an introduction to teaching instrumental music from the first lesson through advanced levels. Students will gain practical experience in verbalizing the technical and musical aspects of playing their instrument, learn how to communicate clearly to students of various age levels, improve their problem-solving skills, and have exposure to a variety of teaching styles and philosophies. Prerequisite: APM 212 or permission of instructor. 2 credit hours.

PNO 325 PIANO LITERATURE I

This course provides an overview of significant piano repertoire and is designed to foster in each student a desire to continually investigate all aspects of the vast piano literature. Listening to recorded performances supplements the students' direct contact through sight-reading of the repertoire. Assignments include readings, listening lists, sight-reading, oral reports, in-class performances and exams. 2 credit hours.

PNO 326 PIANO LITERATURE II

Through sight-reading chamber music repertoire, this course provides an overview of piano chamber music literature: concerti, art song, two-piano and four-hand duet music, piano/string and piano/wind music. Assignments include readings, listening lists, sight-reading, oral reports, in-class performances and exams. Prerequisite: PNO 325. 2 credit hours.

PNO 329 PIANO PEDAGOGY

This course serves as an introduction to the world of piano teaching. It addresses the musical, technical, theoretical and practical concerns of the piano pedagogue. Students will develop teaching skills in the basic elements of music at the piano as well as a broad array of keyboard techniques. Assignments include readings, sight-reading, teaching repertoire, short papers, practice teaching and examinations. 2 credit hours.

PSY 150 INTRODUCTION TO PSYCHOLOGY*

A study of the scopes and methods of psychology with a view to understanding the human organism, the basic phases of human behavior and the relevance of psychology in contemporary society. 3 credit hours.

PSY 201 the aging process*

A study of the processes of aging and their behavioral effects on the individual. To better understand the capacities and potential of the mature, older person, topics

studied include: age changes and biological functions; sensations; perception; intelligence; learning; memory; and creativity. 3 credit hours.

PSY 210 death and dying*

This course focuses on death as an event in history. The topics of discussion include: concerns and fears of illness and death; grief and bereavement; society's values and conflicts regarding life and death. 3 credit hours. Credit may not be given for both PSY 210 and HCA 210.

PSY 225 HUMAN SEXUALITY

Anatomy and physiology of the human reproductive system, human sexual response, the range of sexual behaviors and sources of attitudes and beliefs about sexuality will be explored in this course. Prerequisite: PSY 150 or SOC 110.3 credit hours.

PSY 250 DEVELOPMENTAL PSYCHOLOGY

Human development from birth to old age will be explored by the study of developmental processes and theories. Emphasis is on development as a life-long process and how these processes affect human behavior. Course includes an examination of all forms of development: physical, cognitive, social, psychological, moral, and linguistic. Prerequisite: PSY 150. 3 credit hours.

PSY 260 PERSONALITY THEORY

A study of the major theories of the composition and determinants of human personality. The theories examined include: psychoanalytic theories, self-theory, self-actualization theory, trait theories, and social learning theory. Prerequisite: PSY 150. 3 credit hours.

PSY 270 HUMAN MOTIVATION

A study of the major theories (clinical as well as experimental) of human behavior. The theories examined include: psychoanalytical theory, cognitive-consistency theories, achievement motivation theory, and attribution theory. Prerequisite: PSY 150. 3 credit hours.

PSY 320 PHYSIOLOGICAL PSYCHOLOGY

A study of the physiological events that take place within the human body whenever behavior occurs. Topics to be examined include the neurochemical basis of behavior, sensory coding and processing, the neural basis of emotions, psychological disorders, sleep, sex, learning and memory. The student will explore mind/body medicine, the effects of stress on health and behavior and how the body and mind heals. This course is cross-listed as SCI 320. Prerequisite: SCI 261 and PSY 150. 3 credit hours.

PSY 349 INTRODUCTION TO APPLIED COUNSELING

Focus is on developing counseling competencies and specialized skills and techniques used in the counseling process for individuals and groups. Prerequisite: PSY 150. 3 credit hours.

PSY 350 FACILITATOR TRAINING COURSE

This course is designed to develop improved listening skills and an appreciation of the emotional factors underlying communication and motivation and, therefore, to increase the participant's effectiveness in responding. The course is designed to develop counseling skills which are effective in dealing with emotional problems. Prerequisite: PSY 150. 3 credit hours.

PSY 352 COMMUNITY PSYCHOLOGY

Prevention, recognition and mobilization of individual and community resources for helping solve psychological problems. Discussion with psychologically trained change agents in human service rolls. Prerequisite: PSY 150. 3 credit hours.

PSY 354 INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY

Application of psychology in business and industry, as well as its relevance to organizational effectiveness in general. The course examines issues in the following areas: Supervisory, leadership, morale, personnel selection, training, human factors engineering, and consumer psychology. Prerequisite: PSY 150. 3 credit hours.

PSY 355 PRINCIPLES OF LEARNING

A study of behavioristic, cognitive, and information processing accounts of the acquisition, organization, and utilization of information. The topics examined include: classical conditioning, instrumental conditioning, observational learning, and memory. Prerequisite: PSY 150. 3 credit hours.

PSY 360 SOCIAL PSYCHOLOGY

A study of the processes underlying and resulting from group interactions. The topics examined include: persuasion, conformity, aggression, prejudice, interpersonal evaluation, and interpersonal attraction. Prerequisite: PSY 150. 3 credit hours.

PSY 370 ABNORMAL PSYCHOLOGY

A study of maladaptive behavior patterns and the therapeutic procedures used to treat such patterns. The maladaptive behavior patterns which are examined include: the neuroses, psychosociological disorders, personality disorders, affective disorders, schizophrenia, and paranoia. Prerequisite: PSY 150. 3 credit hours.

PSY 400 PROCESS: PERSONAL GROWTH PSYCHOLOGY

A study of personal growth and ways of dealing with choices and changes of life. References to several psychological disciplines are used as a holistic approach to

understanding our individuality. A scholarly study of ways of transcending toward higher levels of personality integration. Prerequisite: PSY 150. 3 credit hours.

PSY 406 PSYCHOLOGICAL TESTS AND MEASUREMENTS

Theory and use of psychological tests of ability and personality. Includes laboratory sessions. Prerequisite: PSY 150. 4 credit hours.

PSY 410 EXPERIMENTAL PSYCHOLOGY

Research designs commonly used in psychology: observational, experimental, and quasi-experimental. Steps in conducting research including APA format for writing reports. Includes laboratory/discussion sessions. Prerequisite: PSY 150 and MAT 221. 4 credit hours.

PSY 481 INTERNSHIP IN PSYCHOLOGY

The experience involves applying the knowledge acquired in prerequisite psychology courses in the community through placement in a mental health clinic/community service agency. Report required. Supervision on-site and by practicum supervisor, written report and evaluation of goals and objectives required. Prerequisites: PSY 150, PSY 352, and approval of division chair. 3 to 6 credit hours.

PSY 490 SEMINAR IN PSYCHOLOGY

A study of selected and specialized topics in the field of psychology. Prerequisite: completion of 12 credit hours in Psychology. 3 credit hours.

PSY 499 RESEARCH IN PSYCHOLOGY/OR CRIMINAL JUSTICE

A study of research design and qualitative and quantitative methods of data collection and analysis. The student selects and carries out independent library and/or empirical

research, including a well developed research paper and oral presentation of research project. Faculty supervision is provided on an individual basis. Prerequisites: MAT 221 and completion of 12 credit hours in Psychology or Criminal Justice. 3 credit hours.

PTA 100 ANATOMY OF HUMAN MOVEMENT

A course exploring the integrated structure and function of the skeletal, muscular, nervous and circulatory systems. Actions, origins, insertions, innervation, and blood supply of muscles are emphasized. This course prepares the physical therapist assistant student for the study of kinesiology. Prerequisite: SCI 260. 3 credit hours.

PTA 101 ESSENTIALS OF PHYSICAL THERAPY

This course is designed to instruct the student in the history of physical therapy and the American Physical Therapy Association (APTA), the Code of Ethics, the role of the physical therapist assistant and other members of the rehabilitation team. The Standards of Clinical Practice, medico-legal aspects of physical therapy care, and fiscal considerations are also included. Instruction is given in medical terminology, documentation and communication techniques. Professional and patient interaction is discussed. 2 credit hours.

PTA 102 PRINCIPLES OF PATHOPHYSIOLOGY

This course focuses on the study of disease and disease processes. Units covered include orthopedics, neurology, infectious diseases, oncology, hematology, pulmonary and cardiovascular systems, and selected metabolic conditions. Pharmacological agents dispensed for conditions commonly seen by physical therapists are also included. Prerequisite: SCI 260. 3 credit hours.

PTA 103 PRINCIPLES OF KINESIOLOGY

This course is designed to provide instruction and practice of kinesiological theory, detailed osteomyology, surface anatomy, and extremity musculatures. Instruction is

given in the analysis of normal and abnormal gait patterns. Palpation and observational skills with regard to human movements is emphasized. This course involves both lecture and laboratory components. Prerequisites: SCI 261, PTA 100. 4 credit hours.

PTA 104 BASIC PHYSICAL THERAPY PROCEDURES

This course is designed to provide instruction and practice of the basic clinical and physiotherapeutic procedures such as positioning and draping, transfers and body mechanics, gait training with assistive devices, orthotics, prosthetics, wheelchair components, architectural barriers, activities of daily living, wound care, orthotics, prosthetics and massage. This course instructs the student on the concepts and recent rehabilitation procedures for the following topics: commonly referred orthopedic conditions, the amputee patient, prosthetics and orthotics, burn/wound and decubiti care. A unit of chest physical therapy is included. This course involves both lecture and laboratory components. Prerequisite: PTA 103. 4 credit hours.

PTA 105 EMERGENCY MEDICAL SCIENCE

This course presents information on the chain of care instituted for the treatment of traumatic injuries, shock states, and any life-threatening medical condition. Preventative measures will be stressed, including recognition of persons at high risk of falling. Treatment protocols will be explained and protective measures integrated throughout the course. Bandaging, aseptic techniques, universal precautions, domestic violence and state requirement for instruction on HIV and AIDS are included. This course is intended as preparation prior to entry into the clinical area. Pre-requisite: CPR. 2 credit hours.

PTA 201 PRINCIPLES OF THERAPEUTIC MODALITIES WITH LAB

This course instructs the student in the theories and applications of physical therapy modalities. The lecture format presents physiological effects, advantages, disadvantages, indications, contra-indications, precautions, application techniques and therapeutic uses of the following physical agents: thermal and radiant heat, electromagnetic radiation, traction, electric current, topical application, external compression and biofeedback. The laboratory sessions are designed to give

experience in the actual application and evaluation of the modalities and provide the opportunity to develop skill in the clinical decision making process regarding the therapeutic use of modalities. This course involves both lecture and laboratory components. Prerequisites: SCI 100, PTA 104. 4 credit hours.

PTA 202 PRINCIPLES OF THERAPEUTIC EXERCISE WITH LAB

This course covers therapeutic exercise theories and protocols such as progressive resistive exercise and isokinetics, assessment of posture, gross manual muscle testing, goniometry, leg length discrepancy and girth measurement. This course instructs the student on the concepts and recent rehabilitation procedures for the following topics: commonly referred orthopedic conditions, the amputee patient, cardiac rehabilitation, geriatrics, and home health. This course involves both lecture and laboratory components. Prerequisite: PTA 104. 4 credit hours.

PTA 203 BEGINNING CLINICAL PRACTICE

Beginning Level Clinical Practice builds upon the pre-requisite courses. Therefore, the student is responsible for retaining prior learning; synthesizing those concepts into practice. The student is introduced to patient care by observation and practice with direct supervision of the clinical instructor. Simple case treatment and documentation are required. Beginning Competency must be achieved to successfully complete this course. Beginning Competency is defined as: Satisfactory performance in the clinic with frequent verbal, physical and occasional supportive cues; direct supervision is still required. Duties are delegated by the Clinical Instructor (CI) and carried out according to the expectations of that facility, facility director and CI. Contact hours - 180. Prerequisites: PTA 105 (*or equivalent), PTA 201, PTA 202. Co-requisite: PTA 204. 3 credit hours. (*currently licensed as an emergency medical technician, or current certifications in First Aid, HIV/AIDS, and Domestic Violence).

PTA 204 NEUROLOGY FOR PTA'S WITH LAB

This course focuses on instruction and practice of neurorehabilitation and pediatric therapy. Units covered include normal and abnormal growth and development, neurodevelopmental and neurophysiological approaches to patient treatment, spinal cord injury, and brain trauma rehabilitation. This course involves both lecture and laboratory components. Prerequisite: PTA 202. Corequisite: PTA 203. 4 credit hours.

PTA 206 INTERMEDIATE CLINICAL PRACTICE

Intermediate Level Clinical Practice builds upon the pre-requisites courses. Therefore, the student is responsible for retaining prior learning; synthesizing those concepts into practice. Complex case treatment and documentation is required. Intermediate Competency must be achieved to successfully complete this course. Intermediate Competency is defined as: Satisfactory performance in an actual clinical situation with occasional verbal, physical and supportive cues. Occasional direct supervision is still required. Duties are delegated by the Clinical Instructor (CI) and carried out according to the expectations of that facility, facility director and CI. . Contact hours - 240. Prerequisites: PTA 203, 204. 4 credit hours.

PTA 207 ADVANCED CLINICAL PRACTICE

Advanced Level Clinical practice builds upon the pre-requisites courses. Therefore, the student is responsible for retaining prior learning; synthesizing those concepts into practice. The student is expected to practice with occasional supervision of the clinical instructor. Complex case treatment and documentation are required. High Competency must be achieved to successfully complete this course. High Competency is defined as: Satisfactory performance in a variety of clinical situations. No physical, verbal, or supportive cues are needed for the student to deliver this procedure safely and effectively. The student demonstrates a thorough knowledge of the theoretical basis of this procedure. Duties are delegated by the Clinical Instructor (CI) and carried out according to the expectations of that facility, facility director and CI. Contact hours - 360. Prerequisite: PTA 206. 6 credit hours.

PTA 208 HEALTH TRENDS IN PHYSICAL THERAPY

Current health care trends and the role of the physical therapist assistant in the health care system are presented. Interpersonal and clinical decision making skills are refined. Preparation for employment is discussed, legal and ethical issues are reviewed. A program synopsis is included for preparation for state licensure examination. Co-requisite: PTA 207. 1 credit hour.

REC 300 JUNIOR RECITAL

The Recital 300 should consist of 45 to 50 minutes of music and be played without intermission. The student must present one complete work, and one selection must be memorized. The instructor may require that additional works be presented from memory. Program information must be submitted to the Dean's Assistant no later than two (2) weeks prior to the performance date. Prerequisite: APM 212, Junior standing and permission of the instructor. 1 credit hour.

REC 400 SENIOR RECITAL/CERTIFICATE RECITAL

The Recital 400 should consist of 70 to 90 minutes of music and should include an intermission. Repertoire should include a 20th-century work, and only complete works should be presented. At least one selection must be memorized. The instructor may require additional works be presented from memory. The student is to write the program and present it to the Dean's Assistant no later than two (2) weeks prior to the performance date. Prerequisite: REC 300, Senior standing and permission of the instructor. 1 credit hour.

NOTE: *Recitals are given only with the studio teacher's permission and guidance, and are graded by a committee of three faculty members: the student's studio teacher, one teacher from the string/piano faculty and one teacher from the wind/brass/percussion faculty. Each committee member assigns a letter grade to the performance; the overall recital grade is the average of the three. A grade of 'B' or above is required in order to receive credit. No credit will be given for a recital grade below a 'B'. The basis for grading includes proper preparation and memorization of repertoire. Meeting repertoire requirements, overall security and artistic development of the presentation. A student's major teacher has the right to cancel a student's recital if the teacher thinks that the student is not adequately prepared.*

SCI 100 PRINCIPLES OF SCIENCE FOR HEALTH PROFESSIONALS

An integrated science course that introduces basic scientific principles involved in the health professions. Selected topics from biology, microbiology, chemistry and physics are included. This course may not be used to fulfill the core curriculum laboratory science requirement. This course does not satisfy the SCI core requirement. 3 credit hours.

SCI 110 THE BIOLOGICAL WORLD AND LAB

Introduction to the life-supported systems of nature, emphasizing the diversity and adaptations of organisms in evolutionary perspective. This course meets 3 lecture hours and 2 lab hours per week. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 111 BIOLOGICAL PATTERN AND PROCESS AND LAB

Introduction to the operation of life-supported systems at various levels of organization, from biochemical to ecological. This course meets 3 lecture hours and 2 lab hours per week. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 130 GENERAL CHEMISTRY I AND LAB

Introduction to the basic principles of chemistry, including elements, compounds, molecular, and atomic structure. This course meets 3 lecture hours and 2 lab hours per

week. Prerequisite or Co-requisite: MAT 110. Lab fee: \$30. 4 credit hours. (3 lecture and 1 lab credits).

SCI 131 GENERAL CHEMISTRY II AND LAB

This course continues from SCI 130 and presents an introduction to the properties of solutions, chemical kinetics, chemical equilibrium, acid-base chemistry, spontaneous processes and entropy, and the chemistry of representative elements from the periodic table. This course meets 3 lecture hours and 2 lab hours per week. Prerequisite: SCI 130. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 170 ASTRONOMY OF THE STARS AND GALAXIES AND LAB

The study of the lives of the stars and galaxies by using tools of scientific inquiry and observation. It covers the basic principles and tools of the trade in order to study the Universe beyond the Solar System. This course meets 3 lecture hours and 2 lab hours per week. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 206 THE BIOLOGY OF PLANTS AND ALGAE AND LAB

An introduction to the form, function, diversity, evolution, natural history and cultural significance of green plants and other photosynthetic organisms. This course meets 3 lecture hours and 3 lab hours per week. Prerequisites: SCI 110, 111. Lab fee: \$30. 4 credit hours. (3 lecture and 1 lab credits)

SCI 215 MARINE BIOLOGY

An introduction to marine organisms, their diversity, adaptations and ecological interrelationships. Laboratory and mandatory field trips. This course meets 3 lecture hours and 2 lab hours per week. Prerequisite: SCI 110. 4 credit hours. (3 lecture and 1 lab credits)

SCI 230 INTRODUCTION TO ENVIRONMENTAL STUDIES AND LAB

A brief introduction to the ecosystems of humanity and nature emphasizing basic principles of pattern and process. The course also analyzes current biological, technological, social, political, economic, resource and energy issues in relation to the environment. This course meets 3 lecture hours and 2 lab hours per week. Lab fee: \$30. 4 credit hours. (3 lecture and 1 lab credits)

SCI 260 HUMAN ANATOMY AND PHYSIOLOGY I AND LAB

Exploration of basic human anatomy and physiology as an integrated whole covering cells and tissues, skeletal, muscular, circulatory, and digestive systems. This course meets 3 lecture hours and 2 lab hours per week. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 261 HUMAN ANATOMY AND PHYSIOLOGY II AND LAB

Exploration of basic human anatomy and physiology covering the nervous, respiratory, excretory, endocrine, and reproductive systems. A survey of major human diseases, development, heredity, and aging. This course meets 3 lecture hours and 2 lab hours per week. Prerequisite: SCI 260 or permission of Biology Program Coordinator. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 270 HUMAN ANATOMY AND PHYSIOLOGY I AND LAB FOR FUNERAL SERVICE

A didactic and lab practice approach is used to understand anatomical and physiological terminology, and the location, structure, and function of the integumentary, skeletal, muscular, digestive, urinary, reproductive, endocrine, circulatory, nervous and respiratory systems. An introduction to the circulatory system and relationship of systems studied to the circulatory system is the focus. An emphasis is on those systems providing the foundation for embalming, pathology, public health, and restorative arts. This course meets 3 lecture hours and 3 lab hours per week.

Prerequisite: Consent of Director. Lab fee: \$30. 4 credit hours (3 lecture credits and 1 lab credit).

SCI 271 HUMAN ANATOMY AND PHYSIOLOGY II AND LAB FOR FUNERAL SERVICE

This course is a continuation of Anatomy and Physiology I. A didactic and lab practice approach is used to understand anatomical and physiological terminology, the location, structure, and function of the lymphatic, endocrine, and nervous systems, and relationships to the circulatory system. A special focus is to demonstrate a mastery of knowledge of the location, structure, and function of the circulatory system. An emphasis is on those systems providing the foundation for embalming, pathology, public health, and restorative arts. This course meets 3 lecture hours and 3 lab hours per week. Prerequisites: SCI 270 and Consent of Funeral Service Director. Lab Fee \$30. 4 credit hours (3 lecture credits and 1 lab credit).

SCI 280 HUMAN BIOLOGY AND LAB

The purpose of this course is to acquire an understanding of the human being as a whole. The student will study the relationship of the body and mind through the integration of such subjects as anatomy and physiology, health, and human behavior. This course meets 3 lecture hours and 3 lab hours per week. Prerequisite: PSY 150. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 300 ACOUSTICS AND LAB

This course explores the physics of sound and its relationship to music. Topics covered include the physics of vibrating systems, waves, intensity, timbre, frequency, tuning and temperament, the physics of musical instruments and the psychology of sound. This course meets 3 lecture hours and 3 lab hours per week. Prerequisite: An ability to read music notation. 4 credit hours (3 lecture and 1 lab credits).

SCI 320 PHYSIOLOGICAL PSYCHOLOGY

A study of the physiological events that take place within the human body whenever behavior occurs. Topics to be examined include the neurochemical basis of behavior, sensory coding and processing, the neural basis of emotions, psychological disorders, sleep, sex, learning and memory. The student will explore mind/body medicine, the effects of stress on health and behavior and how the body and mind heals. This course is cross-listed as PSY 320. Prerequisites: SCI 261 and PSY 150. 3 credit hours. Note: This course does not satisfy the SCI core requirement.

SCI 325 MICROBIOLOGY AND LAB

An introduction to the morphology, physiology, life history and ecology of microbes (chiefly bacterial) and viruses. This course meets 3 lecture hours and 3 lab hours per week. Prerequisites: SCI 110, 111, 130, and 131. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 350 PHYSICS I AND LAB

Exposition of the fundamental laws and phenomena of mechanics, fluids, heat, wave motion and sound. Emphasis is on the understanding of physical concepts. This course meets 3 lecture hours and 3 lab hours per week. Prerequisite: MAT 110. MAT 320 as a pre-or co-requisite is recommended. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 351 PHYSICS II AND LAB

Exposition of the fundamental laws and phenomena of electricity, magnetism, optics, special relativity, atomic, and nuclear physics. Emphasis is on the understanding of physical concepts. This course meets 3 lecture hours and 3 lab hours per week. Prerequisite: SCI 350. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 360 ECOLOGY AND LAB

An in-depth study of ecosystems at various levels of pattern and process, broadly emphasizing material/energy interrelationships in concept, time and space. This

course meets 3 lecture hours and 3 lab hours per week. Laboratory and mandatory field trips. Pre-requisites SCI 110, MAT 110; SCI 230 or permission of Biology Program Coordinator. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 390 ORGANIC CHEMISTRY I AND LAB

This course covers the fundamental topics of organic chemistry which include structure and bonding, bonding and molecular properties, the nature and stereochemistry of alkanes and cycloalkanes, structure and reactivity of alkenes, stereochemistry, mechanisms of the common type of organic reactions, and the nomenclature of organic reactions. This course meets 3 lecture hours and 3 lab hours per week. Prerequisites SCI 131 or equivalent. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 391 ORGANIC CHEMISTRY II AND LAB

This course provides a detailed survey of the synthetic reactions of various organic functional groups. The main thrust of the course is the thorough mechanistic understanding of the organic reactions. This course meets 3 lecture hours and 3 lab hours per week. Prerequisite: SCI 390. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 450 GENETICS AND LAB

A study of the nature, inheritance and expression of genes. Laboratory work emphasizes genetic experimentation and statistical analysis of genetic data. This course meets 3 lecture hours and 3 lab hours per week. Prerequisites: SCI 110 and 111 (or SCI 260 and 261) and MAT 221. Lab fee: \$30. 4 credit hours (3 lecture and 1 lab credits).

SCI 490 biology senior SEMINAR

Special topics/capstone course for biology majors. Senior Standing and permission of Biology Program Coordinator. 3 credit hours.

***NOTE:** Lab Credits: For each 1 credit of lab: All upper division (300+) lab science courses and some lower division (100+) lab science courses meet for 3 hours of lab per week. Other lab science courses meet for a 2 hour lab.*

SOC 110 INTRODUCTION TO SOCIOLOGY*

A survey course designed to introduce the student to the science of sociology. Introduction to fundamental concepts of social relationships and group life. Culture, social institutions, and deviance are discussed. 3 credit hours.

SOC 210 INTRODUCTION TO ANTHROPOLOGY

A two-part course introducing the fields of physical and cultural anthropology through the investigation of human biology and behavior. Emphasis is placed on a cross-cultural examination of family and kinship, religion, economics and politics. 3 credit hours.

SOC 220 FAMILY AND SOCIETY

Study of the institutional character of the family, its history and relationship to other institutions. Problems encompassing premarital concerns, internal dynamics of family life, children, and divorce are discussed. Prerequisite: SOC 110. 3 credit hours.

SOC 230 INTRODUCTION TO SOCIAL WORK

An examination of the modern welfare services, followed by the study of some of the methods by which social workers help to solve a host of problems which range from adoption and care for the aged to marital counseling, parole supervision, and the community organization. Prerequisite: SOC 110. 3 credit hours.

SOC 261 CURRENT PERSPECTIVES IN SUBSTANCE ABUSE

This course explores role of alcohol and other drugs in American society today. It includes a historical overview of psychoactive drug use and abuse, the classification of drugs currently in use, legal issues related to substance abuse, and the resources available for the treatment of abuse problems. Prerequisite: SOC 110. 3 credit hours.

SOC 311 INTERPERSONAL PROCESSES

The course involves the study of human communications, interpersonal relationships, and small group dynamics. Topics include verbal and nonverbal behavior, development of relationships, groups, assertiveness, and leadership. Prerequisite: PSY 150 or SOC 110. 3 credit hours.

SOC 330 THE SOCIAL WELFARE SYSTEM

Programs, policies and services on local, national level are examined. Goals and approaches of various social work agencies are explored. Particular problems of various social, racial, ethnic groups are studied. Prerequisite: SOC 110. 3 credit hours.

SOC 335 CONTEMPORARY SOCIAL PROBLEMS

A presentation of methods of identifying social problems. Analysis of such problems as crime, drug abuse, discrimination and disadvantage, family disorganization, ecology and armed conflict are discussed. Prerequisite: SOC 110. 3 credit hours.

SOC 349 INTRODUCTION TO APPLIED COUNSELING

Focus is on developing counseling competencies and specialized skills and techniques used in counseling process for individuals and groups. Prerequisite: SOC 110. 3 credit hours.

SOC 350 FACILITATOR TRAINING COURSE

This course is designed to develop improved listening skills and an appreciation of the emotional factors underlying communication and motivation and, therefore, to increase the participant's effectiveness in responding. The course is designed to develop counseling skills which are effective in dealing with student emotional problems or issues which may be disruptive or impede learning in the classroom/school setting. Prerequisite: SOC 110. 3 credit hours.

SOC 491 SEMINAR IN SOCIOLOGY

A study of selected and specialized topics in the field of sociology. Prerequisite: SOC 110. 3 credit hours.

SPO 311 SECONDARY PIANO I

This is a course for music students with minimal or no previous experience playing the piano. Work in this course focuses on learning major and minor five-finger patterns, major scales and arpeggios, four types of triads, dominant seventh chords and their inversions, one basic chord progression, repertoire, sight-reading and harmonization. 1 credit hour.

SPO 312 SECONDARY PIANO II

After reviewing the skills learned in SPO 311, work in this course focuses on learning minor scales and arpeggios, modal scales, five types of seventh chords, another chord progressions, repertoire, sight-reading and harmonization. Prerequisite: SPO 311 or placement exam. 1 credit hour.

SPO 411 SECONDARY PIANO III

After reviewing the skills learned in SPO 312, work in this course focuses on learning dominant seventh arpeggios, secondary dominants, more chord progressions, repertoire, sight-reading and harmonization. Prerequisite: SPO 312 or placement exam. 1 credit hour.

SPO 412 SECONDARY PIANO IV

After reviewing the skills learned in SPO 411, work in this final upper level course focuses on learning diminished seventh arpeggios, Neopolitan and augmented sixth chords, modulatory chord progressions, repertoire, sight-reading and harmonization. Prerequisite: SPO 411 or placement exam. 1 credit hour.

TAP 010 LANGUAGE AND LEARNING DEVELOPMENT

Language and Learning Development has been designed to help students understand the notion of multiple intelligence and the relationship of intelligence to learning. Linguistic intelligence, as it relates to learning differences will be discussed at length. Additionally, the course will enable students, through lectures and working with the support of learning disabilities and career development personnel, to identify their learning styles, cognitive strengths and weaknesses, and the sensory modalities that will assist students in their pursuit of college education. Non-credit prerequisite: 0 credit hours.

TAP 011 RESEARCH AND WRITING

A diagnostic course which offers students an opportunity to explore their strengths, learning style, college skills, and computer abilities. Instruction is provided through a combination of lecture, group discussions, class projects, and computer activities which will reinforce the student's understanding of the research process. Non-credit prerequisite: 0 credit hours.

THY 100 RUDIMENTS OF THEORY

This brief review course is intended to cover basic elements of music and musical notation necessary to begin work in music theory and ear training classes. Enrollment is determined by placement exam. 0 credit hours.

THY 150 EAR TRAINING

The main goal of this course will be to establish a firm foundation for continued work in ear training. In-class activity will consist of rhythmic drills and dictation exercises and will be coordinated with materials from THY 152. Subjects covered will include: intervals (melodic and harmonic) short rhythmic patterns, short melodic patterns, triads and short two-voice exercises. 1 credit hour.

THY 151 EAR TRAINING II

This course will build upon THY 150. In-class activity will consist of rhythmic drills and dictation exercises. Subjects covered will include compound intervals (melodic and harmonic), short rhythmic patterns introducing syncopation, short melodic patterns introducing chromatic notes; triads and seventh chords (including inversions); short chord progressions; two-voice exercises; and four-measure and eight-measure melodies. Subject matter will also include elementary concepts of melodic improvisation. Prerequisite THY 150 or placement exam. 1 credit hour.

THY 152 FUNDAMENTALS OF MUSIC I: COUNTERPOINT/ELEMENTARY HARMONY

This course is divided into two parts: as a preparation for the study of tonal harmony, the first half of the course will be a study of strict species counterpoint in two-voices (through all five species). The second half of the course will begin the study of the basic harmonic materials of "functional" tonal music of the Common-Practice period. Topics covered will include: the structure of triads and Roman numeral analysis; concepts of voice-leading; inversions of chords; harmonic progressions in four parts based on the Bach Chorales; the importance and creation of bass lines, the

harmonization of bass lines and figured bass. Written work will consist of one or two short assignments per week. Prerequisite: THY 100 or placement exam. 3 credit hours.

THY 153 FUNDAMENTALS OF MUSIC II: ADVANCED HARMONY

This course is a continuation of the study begun in Fundamentals I of the basic materials of tonal music, using the four-part chorale style of J.S. Bach as the basis for study. Topics covered will include cadences, non-harmonic tones, triads in second inversion, the structure and treatment of seventh chords, the harmonization of melodies, secondary function chords, modulation and chromaticism. Written work will consist of one or two short assignments each week. Prerequisite THY 152 or placement exam. 3 credit hours.

THY 154 SOLFEGE I

Solfege develops a high level of sight-reading ability which fosters overall musical literacy and fluency. Musical exercises are used to develop sight-reading, intonation, rhythm and knowledge of clefs. 1 credit hour.

THY 155 SOLFEGE II

A continuation of Solfege I. Prerequisite: THY 154 or placement exam. 1 credit hour.

THY 250 EAR TRAINING III

In-class activity will consist of rhythmic drills and dictation exercises. Subjects covered will include: chromatic harmony; 4-part chorales; syncopation and irregular

subdivisions of the beat and modulations. Subject matter will include a continuation of improvisation studies. Prerequisite: THY 151 or placement exam. 1 credit hour.

THY 251 EAR TRAINING IV

In-class activity will consist of rhythmic drills and dictation exercises. Subjects covered will include melodies involving increased chromaticism; progressions involving chromatic chords and foreign modulations; nontertian chord structures; melodies using the church modes, twelve-tone and "free" atonality; and advanced rhythmic exercises. Subject matter will include a continuation of improvisation studies. Prerequisite: THY 250 or placement exam. 1 credit hour.

THY 252 FUNDAMENTALS OF MUSIC III: TONAL ANALYSIS

This course is concerned with the analysis of selected movements and complete compositions from the Common-Practice Period of functional tonal music and the development of the necessary analytical skills to achieve this goal. This will be done in a number of ways: (1) the continued development and refinement of the student's ability to perform harmonic analysis, as begun in Fundamentals I and II; (2) the expansion of analytical techniques to include analysis of rhythm, meter, phrase structure, articulation, etc; and (3) study of the principal forms from the Common-Practice Period, with some consideration of their historical development. Weekly analysis assignments will be required. Prerequisite: THY 153 or placement exam. 3 credit hours.

THY 253 FUNDAMENTALS OF MUSIC IV: 20TH-CENTURY THEORY

This course is concerned with the theoretical concepts of 20th-century music and the compositional techniques used in this music. At the beginning of the course, there will also be an introduction to the analysis of Medieval and Renaissance music. This course will be a survey of a variety of different compositional and analytical techniques and will not be historical in nature. Weekly analysis assignments will be required. Prerequisite: THY 252 or placement exam. 3 credit hours.

THY 254 SOLFEGE III

A continuation of Solfege II. Prerequisite: THY 155 or placement exam. 1 credit hour.

THY 255 SOLFEGE IV

A continuation of Solfege III. Prerequisite: THY 254 or placement exam. 1 credit hour.

THY 374 ADVANCED COUNTERPOINT AND FUGUE

The main goals of this course will be: (1) through the writing of strict "species" counterpoint exercises in 18th-century style to prepare the student to go onto (2) more advanced stylistic composition exercises employing true 18th-century forms, such as "dance" suite movements, two and three-part inventions, chorale preludes and fugues; and (3) to develop the student's ability to analyze, both in terms of harmony and form, contrapuntal compositions from the 18th century. The course will begin with strict species counterpoint and then move onto the specific style and techniques of 18th-century counterpoint. Listening assignments of selected works by J.S. Bach and others will be required. Fulfills the Music Theory elective requirement. Prerequisite: THY 252. 2 credit hours.

THY 375 TONAL COMPOSITION

This course involves imitation of basic forms of tonal music, and focuses on the techniques of motivic transformation, melody, harmony and rhythm. The weekly assignment is a short composition in a traditional form as a final project. Fulfills the Music Theory elective requirement. Prerequisite: THY 252. 2 credit hours.

THY 377 ANALYSIS FOR MUSICAL PERFORMANCE

This course deals with the detailed analysis of musical compositions with particular emphasis on the implications for musical performance. Some of the topics that will be discussed include articulation and phrasing; accent, rhythm and meter; the analysis of structural pitches; and the 'correct' stylistic interpretation. Students will be required to present in-class reports. They should also expect to prepare pieces for performance and to work together as an ensemble. Fulfills the Music Theory elective requirement. Prerequisite: THY 251, 253 and/or permission of the instructor. 2 credit hours.

THY 378 FINALE 98/MUSIC NOTATION

This course is designed to introduce students to the art of music notation using Finale98 software. Topics to be covered in this course will include professional notation, scores, piano music, lead sheets and real-time MIDI entry. 2 credit hours.

TSR 101 TRANSFER STUDENT SEMINAR:

THE UNIVERSITY EXPERIENCE

Designed to increase students' success by assisting in obtaining the knowledge and skills necessary to reach their educational objectives. Topics in this course include the nature of education, time planning, test-taking, communication skills, study techniques, college procedures, resources and services, health/wellness issues, and personal issues that face many college students. Some sections will include an emphasis on learning strategies. Students earn a letter grade for this course. (Note: This course is required of all first semester day division transfer students.)

*Students attending Lynn University-Old Forge Center, NY, receive 2 credits for these courses as mandated by the New York State Board of Regents. Student who

matriculate into a degree program at Lynn University-Boca Raton Campus, will have the equivalency of a 3-credit course for all 2-credit courses taken at Old Forge Center.

PART 8. UNIVERSITY COMMUNITY

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M.S., University of New Haven

M.B.A., University of New Haven

Ed.D., University of Bridgeport

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Certified Hotel Administrator

Certified Human Resource Executive

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Ph.D., Purdue University

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D.B.A., Nova University

Ford Management Professional

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Attended The Juilliard School Artist Faculty

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PART 9. UNIVERSITY CALENDAR

2000 - ACADEMIC CALENDAR - 2001

Day Division

Fall

august

31 Thursday Faculty Orientation.

September

3 Sunday New International and The Conservatory of Music at Lynn University
Students arrive.

4 Monday Labor Day.

5 Tuesday New Students arrive (8:30 a.m.- 12:00 noon). Check in at de Hoernle
Sports and Cultural Center. New Student Orientation begins. Residence Halls open at
9:00 a.m.

6 Wednesday Returning Students arrive (9:00 a.m. - 4:00 p.m.). Check-in at de Hoernle Center (where they get I.D.). Advisement & Registration for all categories of non-preregistered students 9:00-3:00 p.m. Preregistered students pick up schedules in de Hoernle Center. Schedule changes allowed.

7 Thursday Fall classes begin for all students. Students must present I.D. to enter class.

8 Friday Last day to register for the Florida College Level Academic Skills Test (CLAST) for Education Majors.

14 Thursday LAST DAY TO ADD/DROP.

15 Friday Last day to submit a Florida Resident Access Grant application to the Office of Financial Aid.

29 Friday Last day to remove an "I" (Incomplete) grade from the Spring or Summer semesters.

October

6 Friday Last day to register for December graduation.

7 Saturday CLAST examination for Education majors.

9 Monday Study Outreach Day.

20 Friday Interim reports due from faculty.

26 Thursday HONORS CONVOCATION - First function of Families Weekend

27-29 Fri.-Sun. FAMILIES WEEKEND/HOMECOMING

Oct.30 Mon.-

Nov. 3 Fri. Advising week.

November

6 Monday Early registration for Spring Semester.

10 Friday Last day to withdraw from any class for Fall Semester and receive a grade of "W".

22 Wednesday THANKSGIVING recess begins at 12:00 noon.

27 Monday CLASSES RESUME.

December

1 Friday Last day to register for May graduation.

15 Friday Fall Semester Classes End.

16-21 Sat.-Thurs. FINAL EXAMS. Residence Halls close at 5:00 p.m. on Thursday.

22 Friday Final grades for Fall Semester due from faculty no later than 3:00 p.m.

SPRING 2001

January

8 Monday All students arrive/Residence Halls open 9:00 a.m. Check-in at the Green Center. Registration for all categories of non-preregistered undergraduate students 9:00 a.m. - 3:00 p.m. Graduate Student Registration 4:00 - 6:30 p.m. Registrar's Office in the Green Center.

9 Tuesday Spring Semester classes begin. All students must present I.D. to enter class.

12 Friday Last day to submit a Florida Resident Access Grant application to the Office of Financial Aid.

15 Monday MARTIN LUTHER KING'S BIRTHDAY - HOLIDAY (No classes).

17 Wednesday LAST DAY TO ADD/DROP.

19 Friday Last day to register for the Florida College Level Academic Skills Exam (CLAST) for Education majors.

26 Friday Last day to remove an "I" (Incomplete) grade from the Fall Semester.

February

17 Saturday CLAST examination for Education majors.

19 Monday PRESIDENT'S DAY - HOLIDAY (No classes).

March

2 Friday Spring Break begins after last class. Residence Halls close at 5:00 p.m. Interim reports due from faculty.

11 Sunday Residence Halls open at 9:00 a.m.

12 Monday Classes resume.

16 Friday Last day to withdraw from any class for Spring and receive a grade of "W".

19-23 Mon.-Fri. Advising week.

26 Monday Early Registration for Summer & Fall classes.

30 Friday HONORS CONVOCATION

April

13 Friday SPRING HOLIDAY (No classes).

27 Friday Spring Semester Classes End.

May

4/30-5/3

Mon.-Thur. FINAL EXAMS. Residence Halls close at 5:00 p.m. on Thursday.

2 Wednesday Final grades due from faculty no later than 12:00 p.m. for Graduating Seniors.

4 Friday Last day to register for the Florida College Level Academic Skills Test (CLAST) for Education majors.

4 Friday Final grades for Spring Semester due from faculty no later than 4:00 p.m.

5 Saturday COMMENCEMENT

Residence Halls close for graduating students at 5:00 p.m.

7 Monday REGISTRATION for Summer Session at 8:00 a.m.

Summer Session begins.

June

2 Saturday CLAST examination for Education majors.

8 Friday Summer Session ends. Residence Halls close for all students at 4:00 p.m.

2000 - academic calendar - 2001 evening division

TERM CLASS DATES HOLIDAYS

IV MINI-MESTER Monday 8/28/00-Saturday 9/30/00 Labor Day 9/4

Saturday 8/26, 9/9, 9/16, 9/23, 9/30

Last day to Add/Drop ñ 8/31/00

Last day to Withdraw ñ 9/11/00

V FALL Monday 10/02/00-Saturday 12/16/00 Thanksgiving 11/23 -25

Saturday A 10/7, 10/21, 11/4, 11/18, 12/9

Saturday B 10/14, 10/28, 11/11, 12/2, 12/16

Last day to Add/Drop ñ 10/9/00

Last day to Withdraw ñ 11/13/00

I WINTER Monday 1/8/01-Saturday 3/17/01

Saturday A 1/13, 1/27, 2/10, 2/24, 3/10

Saturday B 1/20, 2/ 3, 2/17, 3/ 3, 3/17

Last day to Add/Drop ñ 1/15/01

Last day to Withdraw ñ 2/12/01

II SPRING Saturday 3/24/01-Monday 6/4/01 Easter 4/15

Saturday A 3/24, 4/ 7, 4/28, 5/12, 5/26 Memorial Day 5/28

Saturday B 3/31, 4/21,5/5, 5/19, 6/2

Last day to Add/Drop ñ 4/2/01

Last day to Withdraw ñ 4/30/01

III SUMMER Monday 6/18/01-Saturday 8/25/01 Independence Day 7/4

Saturday A 6/23, 7/7, 7/21, 8/4, 8/18

Saturday B 6/30, 7/14, 7/28, 8/11, 8/25

Last day to Add/Drop ñ 6/25/01

Last day to Withdraw ñ 7/23/01

BREAKS December 21, 2000 to January 5, 2001

March 19-23, 2001

June 5-16, 2001

August 27 to September 3, 2001

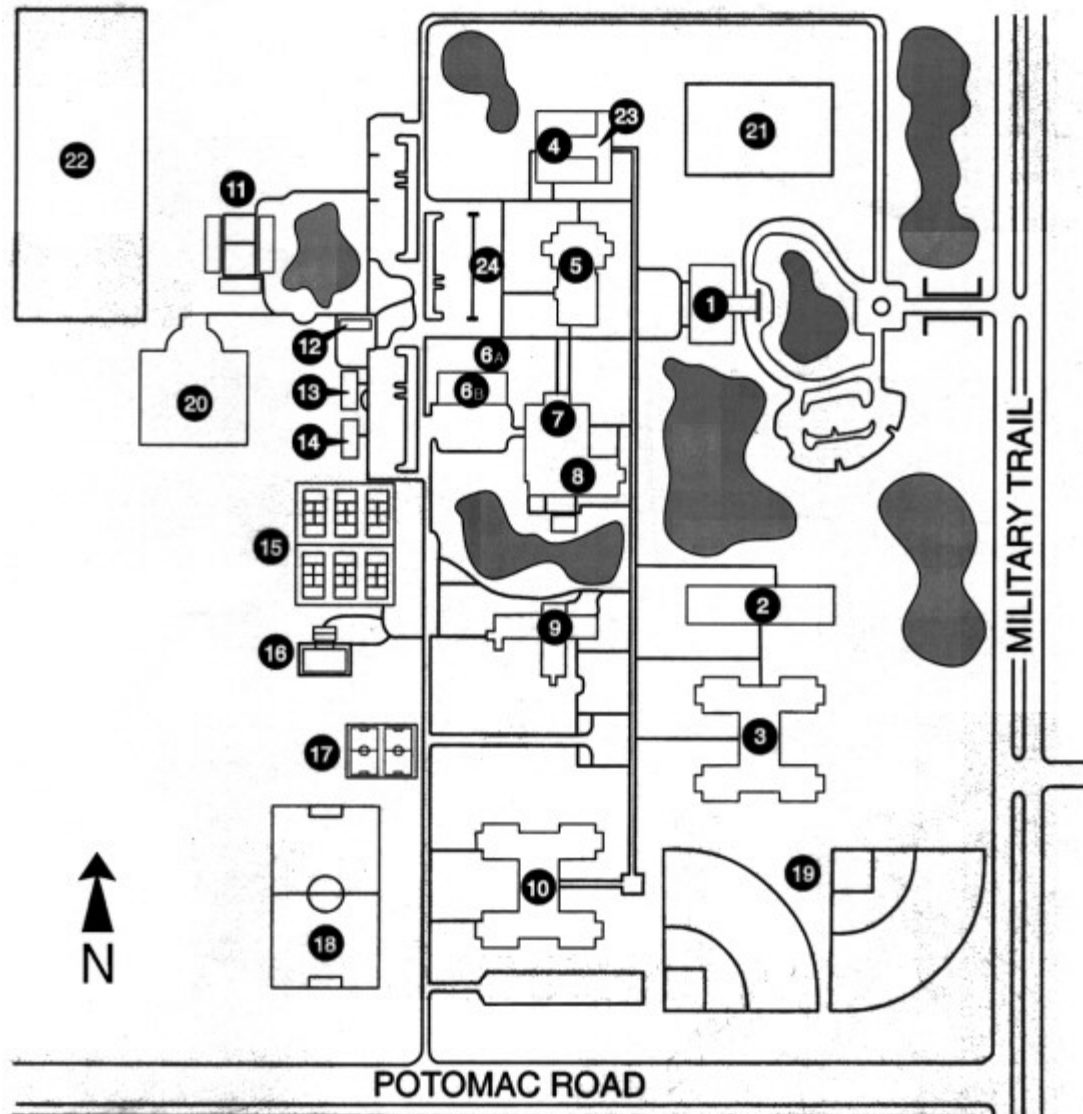
* Credits earned during a term schedule are equivalent to semester hours.

LYNN UNIVERSITY

3601 NORTH MILITARY TRAIL

BOCA RATON, FLORIDA 33431

[Driving Directions](#)



LYNN UNIVERSITY

1. Schmidt College Center	Information Technology	21. Lynn Library
Executive Offices	6a. Bookstore	22. Parking Facility
Admission Office	6b. Maintenance Building	23. Sensormatic Wing
	7. The Christine Room	24. deHoernle International Center
Professional and Continuing Studies Office	8. Lynn Student Center	College of Education
	9. Trinity Hall	

2. Lynn Residence Hall	Athletic Offices	McCUSKER SPORTS COMPLEX
3. Freiburger Residential Hall	10. deHoernle Hall	15. Tennis Courts
4. Assaf Academic Center	Student Services	16. Swimming Pool
5. Green Center	11. Ritter Academic Center	17. Basketball Courts
Office of Student Financial Services	12. Hospitality	18. Soccer Field
Registrar	Management Offices	19. Baseball Fields
deHoernle Lecture Hall	13. Graduate Studies Office	
Office of Academic Affairs	14. Camp Office	
Human Resources	20. deHoernle Sports	
Purchasing	and Cultural Center	