



Grand Canyon University
2006-2007 Academic Catalog
Spring 2007

Academic Catalog Version Record

Edition	Version	Updated	Changes Made
Spring 2007	1.4	02/19/07	<ul style="list-style-type: none"> ▪ Corrected Spring II 2007 dates. ▪ Revised Mission Statement for the College of Entrepreneurship. ▪ Updated course offerings available through College of Liberal Arts and Sciences. ▪ Changed format to Bookman Old Style. ▪ Defined “elective.” ▪ Modified policy on Institutional Sanctions.
Spring 2007	1.3	01/30/07	<ul style="list-style-type: none"> ▪ Separated labs from lectures in BIO, CHM, GLG, and PHY. ▪ Added PSA program description and clarified degree requirements. ▪ Updated Non-permissible Activity policy. ▪ Updated Drugs and Alcohol policy. ▪ Added College of Education course-transfer restrictions.
Spring 2007	1.2	12/20/06	<ul style="list-style-type: none"> ▪ Updated listing of degree offerings. ▪ Updated listing of undergraduate minors. ▪ Added Title IX information. ▪ Updated recipient information for copies of Fingerprint Clearances. ▪ Added Post-Master’s Nursing Certificates. ▪ Updated Faculty information.
Spring 2007	1.1	10/20/06	<ul style="list-style-type: none"> ▪ Updated Contact Information for Student Disabilities Office. ▪ Updated degree offerings. ▪ Updated undergraduate Business core. ▪ Updated College of Education Endorsement information. ▪ Corrected number of credits for Secondary Education Certification. ▪ Added Progression and Re-entry policies for graduate Nursing programs.
Spring 2007	1.0	10/06/06	<ul style="list-style-type: none"> ▪ Added Non-degree Program policy. ▪ Added Intellectual Property Rights policy. ▪ Added Residence Network Use policy. ▪ Updated Probation and Suspension policies. ▪ Updated Course Enrollment for Full-time Status policy. ▪ Added College of Entrepreneurship and Bachelor of Science in Entrepreneurship. ▪ Updated undergraduate Business core. ▪ Added comprehensive range of policies to College of Nursing. ▪ Updated Bachelor of Science in Nursing Pre-Licensure. ▪ Updated Registered Nurse to Bachelor of Science in Nursing. ▪ Updated Master of Science – Nursing: Nursing Education
Fall 2006	1.2	09/05/06	<ul style="list-style-type: none"> ▪ Updated Class Attendance and Withdrawal policies. ▪ Added Chapel Attendance policy. ▪ Added policies for international students. ▪ Updated Room and Board Refunds. ▪ Updated Grand Experience chart. ▪ Added college mission statements. ▪ Added Executive Master of Business Administration program, courses, and admission criteria. ▪ Corrected number of credits in Bachelor of Arts in Christian Studies core. ▪ Corrected number of credits in revised Bachelor of Science in Nursing, Nursing Major Core. ▪ Updated faculty listings.
Fall 2006	1.1	08/16/06	<ul style="list-style-type: none"> ▪ Corrected Bachelor of Arts in English for Secondary Teachers Degree Requirements.

Fall 2006	1		Original
Summer 2006	1		<ul style="list-style-type: none"> ▪ Late Registration information added to Academic Calendar. ▪ Degree Programs updated. ▪ Office of Registrar updated to Office of Academic Records. ▪ Standards for Admission and Application procedures updated. ▪ Direct Transfer section re-added. ▪ Post-acceptance requirements updated. ▪ International Standards for Admission and Application procedures updated. ▪ University banking information updated. ▪ Course Enrollment for Full-Time Status updated. ▪ Auditing Courses information updated. ▪ Technology Requirements updated. ▪ Graduate and Undergraduate Grading Scales updated. ▪ Leave of absence information updated. ▪ Textbook information added. ▪ Course Enrollment for Full-Time Status updated. ▪ Financial Information section updated. ▪ Transfer credit hours corrected. ▪ Lifelong Learning Papers information updated. ▪ Student Life section updated. ▪ Bachelor of Science in Elementary Education updated. ▪ Registered Nurse to Bachelor of Science in Nursing updated. ▪ College of Liberal Arts and Sciences programs added and deleted. ▪ Faculty section updated. ▪ Courses added to and deleted from the Course Descriptions section.

The University reserves the right to make changes of any nature to the calendar, admission, degree requirements, fees, regulations, course offerings, programs, or academic schedules whenever they are deemed necessary or desirable, including changes or modification of course content, class scheduling, offering patterns, and the canceling of scheduled classes or other academic activities.

This catalog is for information purposes and does not constitute a contract. The Grand Canyon University Academic Catalog does not establish a contractual relationship; rather, the catalog sets forth the academic and other requirements that students must meet to be granted a degree and, in some circumstances, to continue to be enrolled at the institution. While advisors and other Grand Canyon University personnel are available to guide students with respect to the requirements, students, ultimately, bear the responsibility of following the requirements.

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Contact Information

Main University Switchboard Numbers

(602) 639-7500
(800) 800-9776

University Mailing Address

Grand Canyon University
PO Box 11097
Phoenix, AZ 85061-1097

University Street Address

Grand Canyon University
3300 West Camelback Road
Phoenix, AZ 85017-3030

Web Sites

<http://www.gcu.edu/>
<http://my.gcu.edu/>

Office of Academic Records

Office of Academic Records
Grand Canyon University
P.O. Box 11097
Phoenix, AZ 85061-1097
Phone: (602) 639-7605
Fax: (602) 639-7828
Email: academicrecords@gu.edu

Office of Student Life

The Residence Life Office
PO Box 11097
Phoenix, AZ 85061-3030
(602) 639-7705
(800) 800-9776, ext 2860

Center for International Education

Center for International Education
Grand Canyon University
3300 West Camelback Rd.
Phoenix, AZ 85017-3030, USA
(602) 639-6354
0-11-(800) 800-9776, ext 6354
Fax: (949) 270-3718

Office of Spiritual Life

PO Box 11097
Phoenix, AZ 85061-1097
Phone: (602)589-2678
Fax: (602)589-2548
ministry@gcu.edu

Office of Residence Life

Grand Canyon University
P.O. Box 11097
Phoenix, AZ 85061-3030
Phone: (602) 639-6240

Student Disabilities Office

Campus Students:
Grand Canyon University
Student Life Office, Disabilities Coordinator
Student Union
3300 W. Camelback Road
Phoenix, AZ 85017
Phone: (602) 639-6244
Fax: (602) 639-7814
Email: Grounddisabilitiesoffice@gcu.edu

Online Students:
Grand Canyon University
Student Disabilities Office
Smithey-Parker Building
3300 W. Camelback Road
Phoenix, AZ 85017
Phone: (602) 639-6342
Fax: (602) 639-7846
Email: Onlinedisabilitiesoffice@gcu.edu

Cooke Health and Wellness Center

Grand Canyon University
PO Box 11097
Phoenix, AZ 85061-1097
Phone: (602) 589-2869
Fax: (602) 589-2759

Arizona State Board for Private Post-secondary Education

1400 West Washington, Room 260
Phoenix, AZ 85007
602-542-5709
<http://azppse.state.az.us>

Accreditation

Grand Canyon University is accredited by The Higher Learning Commission (member of North Central Association of Colleges and Schools). For further information on accreditation, contact:

The Higher Learning Commission
North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400
Chicago, Illinois 60602-2504
(312) 263-0456
(800) 621-7440
<http://www.ncahlc.org/>

Ken Blanchard College of Business

The Association of Collegiate Business Schools and Programs, 7007 College Boulevard, Suite 420, Overland Park, KS 66211, (913) 339-9356, accredits the University for the Bachelor of Science degree in Accounting, Business Administration, and Marketing and the Master of Business Administration degree.

College of Education

The Grand Canyon University College of Education is approved by the Arizona State Board of Education and the Arizona Department of Education to offer Institution Recommendations for the certification of elementary, secondary, special education teachers, and administrators.

College of Nursing

The Commission on Collegiate Nursing Education, One Dupont Circle NW, Suite 530, Washington, DC 20036, (202) 887-6791, and the Arizona State Board of Nursing accredit the University for the Bachelor of Science in Nursing degree.

College of Liberal Arts and Sciences

Commission on Accreditation of Allied Health Education Programs accredits the Athletic Training Education Program, 35 East Wacker Drive, Suite 1970, Chicago, IL 60601-2208. The sports program is associated with the NCAA II division, 1802 Alonzo Watford Sr. Drive, Indianapolis, IN 46202.

Authorization

College of Education

The Washington Higher Education Coordinating Board, P.O. Box 43430, Olympia, WA 98504-3430, authorizes Grand Canyon University to advertise and recruit for the following degrees: Master of Arts in Teaching, Master of Education in Education Administration, Master of Education in Special Education, Master of Education in Reading, and Master of Education in Technology.

Grand Canyon University

Vision

Grand Canyon University is the premier Christian University educating people to lead and serve.

Mission Statement

Grand Canyon University prepares learners to become global citizens, critical thinkers, effective communicators, and responsible leaders by providing an academically-challenging, values-based curriculum from the context of our Christian heritage.

Historical Sketch

Grand Canyon College was born in the wake of World War II as the realization of a dream long held dear by the tiny congregations of Southern Baptists that called the Arizona mission frontier their home. In the fall of 1946, the Baptist General Convention of Arizona voted to organize a college. A few months later, the Convention selected the first trustees for the college, who soon secured an abandoned armory building in Prescott, Arizona, as Grand Canyon's first campus.

The College was chartered on August 1, 1949, with 16 faculty and approximately 100 students, many of them veterans. In 1951 the College put up its first permanent buildings on a 90-acre tract in west Phoenix. Grand Canyon College was fully accredited in 1968 by the Commission on Institutions of Higher Education, North Central Association of Colleges and Schools, 30 North LaSalle Street, Suite 2400, Chicago, IL 60602-2504, (312) 263-0456, (800) 621-7440.

The College was first considered primarily a school for preachers, but its reputation expanded rapidly. Grand Canyon College became famous early on for its teacher education program and soon developed outstanding programs in the sciences, nursing, business, music, and the arts, while maintaining its excellence in Christian studies.

During planning for the change in institutional organization and status from Grand Canyon College to Grand Canyon University, the institution identified several landmark events that had been and would be pivotal during this transition. These included, but were not limited to, the organization of programs and departments into multiple colleges, the offering of graduate degree programs, the formation of the Grand Canyon University Foundation, and the generosity of several individuals who pledged or gave unrestricted gifts valued at one million dollars or more to launch the University into the next decade and century. In May of 1984, the College trustees voted to prepare for transition to University status on the school's 40th anniversary in 1989. Another landmark event occurred at the turn of the century that moved the University away from being owned and operated by the Arizona Southern Baptists Convention to being self-owned by the Board of Trustees.

Four years later, in 2004, the University's ownership once again changed when it was purchased by Significant Education, LLC. At this time, the University became a for-profit institution with a vision for maintaining the strength of its campus-based programs, as well as a strong emphasis on Online program offerings. Currently, Significant Education, Inc. owns the University.

Board of Directors

Bert Hayenga, Chief Executive Officer, Creative Leather Furniture

Charles Preston, JD

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Sam Campana, Vice-President, National Audobon Society

Contributors

The University is thankful to the following donors for their significant contributions in years past:

Dave Brazell Stadium: David and Mildred Brazell

The Cooke Health Center: Alumni Association

Ethington Memorial Theatre: Peter and Anna Ethington

Fleming Classroom Building and Library: Mr. and Mrs. William Fleming

College of Nursing: Samaritan Foundation

Tim Salmon Baseball Clubhouse: Tim and Marci Salmon

Smith Arts Complex: C. J. and Thelma Smith

Smithey-Parker Building: Jerry and Sarah Smithey along with Bill and Joyce Parker

Tell Science Building: Mr. and Mrs. Andrew P. Tell

Williams Building: Dr. Bill and Shirley Williams

Hegel Hall: Dr. Joni Hegel

University Administration

The administrative structure of the University supports all of the institution's operations. The current organizational chart and broad descriptions of functions is found on the GCU intranet and in the Faculty Resource Center.

University Seal



When the Grand Canyon College seal was adopted in 1950, two of its major components were the cross and the cactus. The saguaro cactus rises from its desert setting to signify the intellectual opportunity for Grand Canyon University students, counteracting the arid mental state of uneducated man. The cross stands prominently on the horizon as a guide for spiritual enlightenment. Between the outer circle representing the earth and the inner circle representing the wheel of progress, the name of the University and its location are inscribed. The use of the seal is permitted only with approval of the CEO of the University.

University Mascot and Colors



The University mascot is the antelope. Antelope are native to the region surrounding Prescott, Arizona, near the college's first campus. The mascot reminds us of our heritage and humble beginnings. School colors are purple, black, and white. Students, employees, or contractors of the University shall not use the Grand Canyon University name, logo, or mascot in connection with any commercial venture without written approval of the CEO.

2006–2007 Academic Calendar

Traditional & Track I Course

Summer I 2006: 5/08/06 – 8/27/06

Term Registration/Refund Schedule

Application deadline April 28, 2006
Regular Registration deadline May 1, 2006
Late Registration begins May 2, 2006
100% refund period May 8 - 14, 2006
75% refund period May 15 - 21, 2006
50% refund period May 22 - 28, 2006
0% refund period May 29 - Aug 27, 2006

Instruction/Grade Calendars

8 Week Classes

Instructional Period A May 8 - July 2, 2006
Grades due by noon July 9, 2006
Instructional Period A July 3 - Aug 27, 2006
Grades due by noon September 3, 2006
Break Aug 28 - Sept 3, 2006

5 Week Classes

Instructional Period A May 8 - June 11, 2006
Grades due by noon June 18, 2006
Instructional Period B June 12 - July 16, 2006
Grades due by noon July 23, 2006
Instructional Period C July 17 - Aug 20, 2006
Grades due by noon August 27, 2006
Break Aug 28 - Sept 3, 2006

Fall I 2006: 9/04/06 – 12/24/06

Term Registration/Refund Schedule

Application deadline August 25, 2006
Regular Registration deadline August 28, 2006
Late Registration begins August 29, 2006
100% refund period September 4 - 10, 2006
75% refund period September 11 - 17, 2006
50% refund period September 18 - 24, 2006
0% refund period Sept 25 - Dec 24, 2006

Instruction/Grade Calendars

16 Week Classes

Instruction begins September 4, 2006
Instruction ends December 17, 2006
Final Exam Schedule December 18 - 22, 2006

8 Week Classes

Instructional Period A Sept 4 - Oct 29, 2006
Grades due by noon November 5, 2006
Instructional Period B Oct 30 - Dec 24, 2006
Grades due by noon December 31, 2006

5 Week Classes

Instructional Period A Sept 4 - Oct 8, 2006
Grades due by noon October 15, 2006
Instructional Period B Oct 9 - Nov 12, 2006
Grades due by noon November 19, 2006
Instructional Period C Nov 13 - Dec 17, 2006
Grades due by noon December 24, 2006
Christmas Break Dec 25 - Jan 7, 2007

Spring I 2007: 1/08/07 – 5/06/07

Term Registration/Refund Schedule

Application deadline December 29, 2006
Regular Registration deadline January 1, 2007
Late Registration begins January 2, 2007
100% refund period January 8 - 14, 2007
75% refund period January 15 - 21, 2007
50% refund period January 22 - 28, 2007
0% refund period Jan 29 – May 6, 2007

Instruction/Grade Calendars

16 Week Classes

Instruction begins January 8, 2007
Spring Break March 5 - 11, 2007
Instruction ends April 29, 2007
Final Exam Schedule Apr 30 - May 3, 2007

8 Week Classes

Instructional Period A Jan 8 - Mar 4, 2007
Grades due by noon March 11, 2007
Spring Break March 5 - 11, 2007
Instructional Period B Mar 12 - May 6, 2007
Grades due by noon May 13, 2007

5 Week Classes

Instructional Period A Jan 8 - Feb 11, 2007
Grades due by noon February 18, 2007
Instructional Period B Feb 12 - Mar 25, 2007
Spring Break March 5 - 11, 2007
Grades due by noon April 1, 2007
Instructional Period C Mar 26 - Apr 29, 2007
Grades due by noon May 6, 2007

Track II Schedule

Summer II 2006: 7/03/06 -10/29/06

Term Registration/Refund Schedule

Application deadline June 23, 2006
 Regular Registration deadline June 26, 2006
 Late Registration begins June 27, 2006
 100% refund period July 3 - 9, 2006
 75% refund period July 10 - 16, 2006
 50% refund period July 17 - 23, 2006
 0% refund period July 24 - Oct 29, 2006

Instruction/Grade Calendars

8 Week Classes

Instructional Period A July 3 - Aug 27, 2006
 Grades due by noon September 3, 2006
 Break Aug 28 - Sept 3, 2006
 Instructional Period B Sept 4 - Oct 29, 2006
 Grades due by noon November 5, 2006

5 Week Classes

Instructional Period A July 3 - Aug 6, 2006
 Grades due by noon August 13, 2006
 Instructional Period B* Aug 7 - Sept 17, 2006
 Grades due by noon September 24, 2006
 Instructional Period C Sept 18 - Oct 22, 2006
 Grades due by noon October 29, 2006
 *Break Aug 28 - Sept 3, 2006

Fall II 2006: 10/30/06 - 3/04/07

Term Registration/Refund Schedule

Application deadline October 20, 2006
 Regular Registration deadline October 23, 2006
 Late Registration begins October 24, 2006
 100% refund period Oct 30 - Nov 5, 2006
 75% refund period November 6 - 12, 2006
 50% refund period November 13 - 19, 2006
 0% refund period Nov 20, 2006 - Mar 4, 2007

Instruction/Grade Calendars

8 Week Classes

Instructional Period A Oct 30 - Dec 24, 2006
 Christmas Break Dec 25 - Jan 7, 2007
 Grades due by noon December 31, 2006
 Instructional Period B Jan 8 - Mar 4, 2007
 Grades due by noon March 11, 2007

5 Week Classes

Instructional Period A Oct 30 - Dec 3, 2006
 Grades due by noon December 10, 2006

Instructional Period B* ... Dec 4, 2006 - Jan 21, 2007
 Grades due by noon January 28, 2007
 Instructional Period C Jan 22 - Feb 25, 2007
 Grades due by noon March 4, 2007
 *Christmas Break Dec 25 - Jan 7, 2007

Spring II 2007: 3/12/07 - 7/01/07

Term Registration/Refund Schedule

Application deadline February 23, 2007
 Regular Registration deadline February 26, 2007
 Late Registration begins February 27, 2006
 100% refund period March 12 - 18, 2007
 75% refund period March 19 - 25, 2007
 50% refund period Mar 26 - Apr 1, 2007
 0% refund period Mar 26 - Jul 1, 2007

Instruction/Grade Calendars

8 Week Classes

Spring Break March 5 - 11, 2007
 Instructional Period A Mar 12 - May 6, 2007
 Grades due by noon May 13, 2007
 Instructional Period B May 7 - July 1, 2007
 Grades due by noon July 8, 2007

5 Week Classes

Spring Break March 5 - 11, 2007
 Instructional Period A Mar 12 - Apr 15, 2007
 Grades due by noon April 22, 2007
 Instructional Period B Apr 16 - May 20, 2007
 Grades due by noon May 27, 2007
 Instructional Period C May 21 - June 24, 2007
 Grades due by noon July 1, 2007

Campus Holiday Schedule

New Year's Day*
 Martin Luther King Day*†♦
 President's Day*†♦
 Good Friday*♦
 Memorial Day*†♦
 Independence Day*♦
 Labor Day*†♦
 Veteran's Day †♦
 Thanksgiving and the following Friday*♦
 Christmas Day*

† Evening Classes Meet
 ♦ Online Classes Meet
 * Campus Offices Closed

Degrees Offered

The University offers curricula leading to the degrees of Master of Arts, Master of Arts in Teaching, Master of Education, Master of Business Administration, Master of Science, Bachelor of Arts, Bachelor of Science, and Bachelor of Science in Nursing.

Graduate Programs

Master of Arts in Teaching

The Master of Arts in Teaching degree is in the Online format and has been designed to promote a high quality graduate education experience in the convenience of a community or school without residency requirements. This program meets the needs of the practitioner in the field who does not intend to pursue further degrees. Rather, the primary focus is upon improving the quality of instruction for the certified teacher.

Master of Education

The Master of Education degree is granted to those students who have completed a bachelor's degree from a regionally accredited institution and are seeking certification at the elementary or secondary level. An advanced Program of Study is included in that preparation or can be obtained after certification requirements are completed. This degree is available in the following specialized areas:

- Curriculum and Instruction
 - Reading[€]
 - Technology[€]
- Education Administration*
 - Emphasis in Organizational Leadership[€]
 - Emphasis in School Leadership[€]
- Elementary Education*[€]
- School Counseling
 - Elementary*
 - Secondary*
- Secondary Education*[€]
- Special Education*[€]
- Special Education For Certified Special Educators[€]
- Teaching English to Speakers of Other Languages[€]

* Eligible for Institutional Recommendation/Credential

€ Not Eligible for Institutional Recommendation/Non-Credential

Master of Business Administration

The Master of Business Administration is granted to those students who have completed a bachelor's degree from a regionally accredited institution. The program is designed for completion in two years if all prerequisites have been met prior to enrollment.

Emphases in:

- Accounting
- Finance
- General Management
- Health Systems Management
- Leadership
- Management of Information Systems
- Marketing
- Six Sigma

Additional Degree Program

- Executive Master of Business Administration

Master of Science

The Master of Science is granted to those students who have completed a bachelor's degree from a regionally accredited institution and are seeking a Master of Science degree. The program is designed for completion in two years if all requirements and prerequisites have been met.

- Executive Fire Service Leadership
- Leadership
- Nursing

Post Master of Science – Nursing Certificates

Post Master's Certificates are granted to those students who have completed a graduate degree from a regionally-accredited institution and are seeking to improve their skill levels in the following areas:

- Family Nurse Practitioner
- Clinical Nurse Specialist
- Clinical Nurse Specialist with Education Focus
- Nurse Educator

Undergraduate Programs

Bachelor of Arts

The Bachelor of Arts degree is granted to majors in the following areas:

- Christian Studies
 - Emphasis in Biblical and Theological Studies
 - Emphasis in Pastoral Ministry
 - Emphasis in Worship Ministry
 - Emphasis in Youth Ministry
- Communications
 - Emphasis in Digital Media
 - Emphasis in Graphic Design
 - Emphasis in Public Relations
- English Literature[§]
- English for Secondary Teachers
- History[§]
- International Studies[§]
- Political Science[§]
 - Emphasis in Political Thought[§]

[§] Minor Required

Bachelor of Science

The Bachelor of Science degree is granted to majors in the following areas:

- Accounting
- Applied Management
- Athletic Training
- Biology (General)
- Biology (Human)
- Biology (Secondary Teaching)
- Business Administration
 - Emphasis in Health Care Management
 - Emphasis in Management of Information Systems
- Chemistry (Secondary Teaching)
- Corporate Fitness and Wellness
- Elementary Education
 - Emphasis in English*
 - Emphasis in Math*
 - Emphasis in Science*

- Entrepreneurship
- Justice Studies[§]
- Marketing
- Mathematics (Secondary Teaching)
- Physical Education[§]
- Physical Education for Educators
- Psychology[§]
- Public Safety Administration
- Recreation[§]
- Sociology[§]
- Special Education/Elementary Education*

* Eligible for Institutional Recommendation/Credential

[§] Minor Required

Bachelor of Science in Nursing

The Bachelor of Science in Nursing is granted to majors in nursing (and RN/B Track).

Minors Offered

Students should refer to their degree program in the college section of the catalog to determine if their Program of Study requires a minor and from which minors they may choose.

- Athletic Coaching
- Behavioral Sciences
- Business
- Critical Thinking & Expression
- Exercise Science
- Family Studies
- Health Education
- History
- Justice Studies
- Philosophy
- Physical Education
- Political Science
- Psychology
- Recreation
- Social Sciences
- Sociology
- Spanish

Admission Policies and Application Procedures

Admission Overview

Grand Canyon University welcomes applications from qualified students at least 16 years of age with the potential to benefit from our educational programs. Although the University seeks to integrate Christian faith and practice into all aspects of campus life, no statement of faith or religious affiliation is required of prospective students. Applications for admission are considered primarily in light of the applicant's academic qualifications. Any qualified student willing to uphold the University's vision and mission and open to the possibility of spiritual as well as intellectual development is encouraged to apply.

Grand Canyon University does not discriminate on the basis of age, race, color, national origin, gender, or handicap in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: General Counsel, 3300 West Camelback Road, Phoenix, AZ 85017, (602) 639-6656.

Standards for Undergraduate Admission

Undergraduate applicants may be accepted for admission by submitting official evidence from, at least, one of the criteria below.

1. Secondary (high school) transcript, documenting no less than 75% of the coursework needed for degree completion, with an unweighted grade point average (GPA) of 2.25 or above
 - Degree-bearing transcript must be submitted when conferred.
 - If final transcript negatively impacts admissibility, acceptance status may be rescinded or modified to include specifications.
2. Degree-bearing, secondary (high school) transcript with an unweighted GPA of 2.25 or above
3. Passing scores of 520 (2002 Series or later) on the tests of General Education Development (GED); and transcripts of all credit-bearing course work
4. Average of 15% above the minimum passing scores (tests preceding 2002 Series) on the tests of GED; and transcripts of all credit-bearing course work
5. 24-59 undergraduate credits with an unweighted GPA of 2.25 or above; and a degree-bearing, secondary (high school and/or GED) transcript
6. 60 or more undergraduate credits with an unweighted GPA of 2.00 or above; and a degree-bearing, secondary (high school and/or GED) transcript
7. Degree-bearing associate's transcript with an unweighted GPA of 2.00 or above
8. Composite score of 19 or above on the ACT; and a degree-bearing, secondary (high school and/or GED) transcript
9. Composite score of 920 or above on the Scholastic Aptitude Test (SAT); and a degree-

bearing, secondary (high school and/or GED) transcript

10. Score of 62/80/80 on Accuplacer examination; and degree-bearing, secondary (high school and/or GED) transcript
 - 62 – Reading
 - 80 – Sentence Skills
 - 80 – Arithmetic

Upon approval of the Office of Academic Records, students with grade point averages between 2.0 and 2.25 may be admitted to Grand Canyon University undergraduate programs with specification. (See the Standards for Admission with Specification section of the catalog.)

Non-degree Programs

The University offers single-course registration to applicants who meet the general admissibility standards, yet do not wish to enroll in a specific Program of Study. Applicants who wish to enroll in undergraduate courses must complete the Application for Admission and fulfill the Standards for Undergraduate Admission. Applicants who wish to enroll in graduate courses must complete the Application for Admission and fulfill the Standards for Graduate Admission.

Direct Transfer Plan

Students who complete a transfer-oriented Associate of Arts degree at a regionally accredited community college are considered to have fulfilled the University's Grand Experience (general education) requirements, with the exception of the Christian Studies requirements. The Associate of Arts degree must include at least six (6) hours of college-level composition. The same is true of the Arizona General Education Curriculum (AGEC) from Arizona's public community colleges.

Recommended Undergraduate Preparation

Some programs of study at GCU require a higher GPA for admission to their particular programs. A student desiring to be admitted into these programs should review the appropriate college section of the catalog for additional admission details.

Although not strictly required for admission, Grand Canyon University recommends a certain level of academic preparation to provide a solid foundation for undergraduate success. See the appropriate college section of the catalog for additional details.

High School Scholars Program

A high school student with an outstanding academic record may apply for early admission to Grand Canyon University with the permission of his or her high school principal or counselor. Such a student may begin taking courses at the University during the summer preceding his or her senior year. Credit earned in this way may later be applied toward a degree program at Grand Canyon University, provided the student graduates from high school, applies, and is accepted for regular admission to the University. Applications for early admission will be evaluated on an individual basis.

Standards for Graduate Admission

In addition to baccalaureate degrees, Grand Canyon University also offers master's degrees in several areas. Applicants to the graduate programs may be accepted for admission by meeting one of the criteria specified below.

1. Undergraduate degree from a regionally accredited college or university with a grade point average of 2.8 or better on the degree-bearing transcript
2. Graduate degree from a regionally accredited college or university

Students with grade point averages below 2.8 may be admitted to Grand Canyon University graduate programs with specification. These students may be asked to take a reduced course load to ensure their success at GCU.

Special Programs

Some programs of study at Grand Canyon University require a higher GPA and/or other criteria to qualify for admission. A student desiring to be admitted into these programs should review the appropriate college section of the catalog for additional admission details.

Standards for Admission with Specification

Students who do not meet the qualifications for admissions may submit an appeal for admissions

with specifications. A student being considered for admission with specification may be asked to submit additional information such as personal references and an essay addressing academic history. Students may also need to schedule an interview to help clarify academic goals and help the University make an informed decision.

Acceptance under this plan will be accompanied by an individualized Program of Study to increase the student's potential for success at Grand Canyon University. Admission with specification will require a student to limit the first semester's course work to no more than 12 credits, meet regularly with an Academic Advisor, take courses designed to develop competency in areas where improvement is needed, and participate in a cohort program.

After the student has completed 12-credit hours, the equivalent of one full-time semester at Grand Canyon University, his or her academic records will be reviewed. If the student has achieved a minimum GPA of 2.00 for undergraduates or 3.00 for graduates, the specification will be removed. If not, the student will have one more semester with specification to demonstrate his or her ability to be successful in the academic program. At the end of the additional semester, the student may be refused continued enrollment if the above criteria remain unmet.

Application Procedures

General

In order to be considered for admission, all prospective students will need to remit the following:

1. Application for Admission
Prospective students must complete and sign the Application for Admission, and submit all requested information. Incomplete applications may be returned.
2. Non-refundable Application-Processing Fee
The processing fee should accompany the application. Any Application for Admission received without an application processing fee will not be considered until the fee is received.
3. Official Transcript(s)
Prospective students must provide official transcripts of all credit-bearing course work from all of the secondary and regionally-accredited, post-secondary institutions that they have attended. Applicants are not permitted to disregard their records of enrollment at other institutions. Transcripts records must be mailed directly from the issuing school to the Office of Academic Records. Transcripts mailed or hand-carried by applicants are unacceptable unless

they are delivered in a sealed envelope from the issuing institution.

- a. If applicants have completed work at an institution outside of the United States, they must have the work evaluated by an approved evaluation service selected by the University (see the section entitled Evaluation of Transfer Credit).
 - b. Applicants who have not graduated from high school but have passed the Test of General Educational Development (GED) will need to submit their GED scores and an official transcript of all high school work they have completed. GED applicants must be at least 18 years of age.
4. Official Standardized Test Scores

Applicants who would like to have their official standardized test scores (ACT/SAT or ACCUPLACER) evaluated in the determination of admissibility must have their scores submitted to the Office of Academic Records directly from the testing organization or with the official high school transcripts. These examinations are offered on a regular basis throughout the country and in several locations overseas and should be taken as early as possible. Information, test dates, and additional score report request forms are available from high school counselors. The ACT code for Grand Canyon University is 0092, The SAT code for Grand Canyon University is 4331.

Although applicants may be conditionally accepted for admission based on incomplete records, final records are required in order to complete the admission file. If accepted, prospective students will need to submit a final transcript showing their graduation date.

Information and application forms are available on campus and on the Grand Canyon University Web site.

Post-acceptance Requirements

Traditional and Off-site Students

Students who attend classes on campus or at off-site locations must provide verification of current immunity to measles, mumps, and rubella (MMR). Evidence of two MMRs as a child (one at 15 months of age and one after age five), two MMRs as an adult (not less than 30 days apart), or lab tests demonstrating immunity may be submitted to the University Health Center. The MMR immunization requirements are waived for those students who were born before January 1, 1957.

Students without confirmation of or exemption from immunization will not be permitted to register for classes. Further, in the event of an outbreak of measles, mumps, or rubella for which students

cannot provide proof of immunity, permission to attend school and live or remain on campus will be rescinded until the risk period ends, even if an exemption were previously granted. Students participating in short-term residencies or other periodic, low-repetition activities may be exempt from the immunization policy. All exemptions are issued at the sole discretion of Grand Canyon University.

All Students

Please refer to the specific college and program sections for additional post-acceptance requirements.

International Student Admission

General Information

An international student is defined as any student attending Grand Canyon University on a student visa issued by the United States government. Students may study either online or at the main campus.

International students attending the campus on student visas are required to be enrolled in at least 12 credits per semester in undergraduate programs or in the University's American Language program. International students pursuing master's degrees must be enrolled in at least nine credits each semester. Students with student visas may apply only three credits from online courses to their full-time status. All international students must carry health insurance. International students will be required to purchase the University policy when they register for classes. (Refer to the [Student Health Insurance](#) section for further information.)

Application for campus housing is a separate procedure from admission. If prospective students plan to live on campus, they should contact the Director of Residence Life, listed in the Contact Information section of the Academic Catalog.

International students may seek admission to the University under the following categories:

1. Pursuit of degree. This category is for students who desire to pursue a bachelor's or master's degree and meet the minimum qualifications for admission to the University, including the minimum English-language proficiency requirements.
2. American Language Program. This category is for students desiring to study in the United States who have not attained the minimum language proficiency requirements. After satisfactory completion of the American Language Program (ALP), students may receive a recommendation from the ALP faculty to have the English-language proficiency examination requirement waived for Grand Canyon University admission.

Application Procedures

In order to be considered for admission, international students must submit the following to the Center for International Education:

1. Signed and Completed Application for Admission

It is important that international students provide all the information requested on the Application for Admission. Incomplete applications may be returned.

2. Official Transcript(s)

a. Secondary School

All international students must have completed, or be in the process of completing, a secondary school program that is equivalent to the 12th grade (high school) in the United States. An official transcript of students' secondary school work, written in English, must be sent directly from the school to the University. If an original document is not available, a certified copy will be accepted. Students who have not completed secondary school at the time of application must submit their transcripts upon graduation from the 12th-grade equivalent. In some cases, students may be asked to send their secondary school transcript to an approved evaluation service; they will be notified if this is necessary.

b. College and/or University

Official transcripts of students' college or university work, (i.e., delivered in a sealed envelope from the issuing institution), written in English, must be sent directly from the college or university to Grand Canyon University. If original documents are not available, certified copies will be accepted.

c. University-approved Transcript Evaluations

In order to evaluate foreign credentials accurately and consistently, Grand Canyon University requires all international college or university transcripts to be evaluated by a University-approved evaluation service. All international transcripts must be evaluated by one of the approved evaluation services, which is listed below. The fee for evaluation is the responsibility of the student.

- AACRAO
- Academic and Professional International Evaluations, Inc.
- Academic Credentials Evaluation Institute, Inc. (ACEI)
- American Education Research Corporation (AERC)
- CGFNS
- Educational Credential Evaluators, Inc.
- Educational Records Evaluations Service, Inc.

- Evaluation Service, Inc.
- Foreign Credentials Services of America
- Global Credential Evaluators
- Institute for International Credentials Evaluation at CSU Fresno
- International Consultants of Delaware, Inc.
- International Education Research Foundation, Inc.
- Lisano International: Foreign Educational Credential Evaluation (LI)
- World Education Services, Inc.
- Any National Association of Credential Evaluation Services (NACES)-approved Organization

If the evaluation agency is unable to translate the transcripts into English, applicants may be able to obtain official translations at many consulates, embassies, or university language departments.

Grand Canyon University will not award any transfer credit from foreign credentials without an evaluation from an approved evaluation service.

3. Language Proficiency Scores

If English is not the native language of a prospective student, his or her official score reports for a language proficiency test must be sent directly to Grand Canyon University from the testing center. The table below specifies the minimum scores that student must present in order to be considered for admission to various categories of programs. Grand Canyon University will accept the following forms of language assessment:

- Test of English as a Foreign Language (TOEFL);
- Test of English for International Communication (TOEIC);
- International English Language Testing System (IELTS); and
- Berlitz Global Test of English Competency (GTEC).

Minimum Scores	Category		
	I	II	III
TOEFL Paper-based	500	550	575
TOEFL Computer-based	173	213	233
TOEFL Internet-based	61	79	90
TOEIC	625	750	815
IELTS	6	6	7

Category I

- General Undergraduate Programs

Category II

- Undergraduate Education Programs

- Undergraduate Nursing Programs
- General Graduate Programs

Category III

- Master of Education: Teaching English to Speakers of Other Languages (TESOL)
- Graduate Business Programs
- Graduate Nursing Programs

The language-proficiency requirement cannot be satisfied through experience in English programs at other schools.

4. ACT and SAT Scores

Grand Canyon University does not require scores from these tests for international students; however, international athletes may be required to submit scores if planning to participate in athletic programs at Grand Canyon University.

Admission Procedures

After all the applicable application documents have been received, they will be reviewed and prospective students will be notified of their status.

If accepted for admission to Grand Canyon University, students will need to provide the following before their Certificate of Eligibility (I-20) can be issued:

1. Financial guarantee

International applicants must furnish evidence of full financial support while in the United States, which means they have sufficient funds to meet one year of expenses. A bank statement or a letter on letterhead completed and signed by an officer of a known bank must be submitted.

After the Certificate of Eligibility (I-20) has been granted, students must provide the following before they can be registered for classes:

2. Proof of Immunization

Verification of two (2) Measles, Mumps, and Rubella (MMR) immunizations or documented evidence of immunization against or immunity to measles, mumps, and rubella before they will be allowed to register for classes. University policy requires a doctor's statement, a blood titre showing immunity, or a copy of a health department card as proof of immunization. MMR records must include proof of two immunizations – one at 15 months of age and one after age five. If no proof of immunization is available, then two MMRs not less than 30 days apart will be required. MMR immunization records should be returned to the Health Center.

Students will not be allowed to reside on campus or engage in any activities if proof of immunization is not on record.

3. Confirmation deposit

As a final confirmation of intent to attend Grand Canyon University, students are required to make a \$6,000 (US dollars) deposit, which will be applied to their first semester's expenses. If a student is unable to attend Grand Canyon University, his or her deposit will be refunded upon request. The deposit may be paid by check, money order, or credit card. Students may also wire the funds. The following is the information necessary to wire a deposit:

J. P. Morgan Chase Bank, N.A. (AZ)
201 N. Central Ave., Phoenix, AZ 85004
(602) 221-1281
Bank ABA Routing number: 021000021
Account number: 707504932
Student name

American Language Program (ALP)

The American Language Program (ALP) offers pre-college English preparation courses for international students who have some English training but lack the minimum language proficiency score for entrance into academic programs at Grand Canyon University. (See [Language Proficiency Scores](#).) The ALP is designed to assist international students in studying English and acquiring the skills necessary for entrance into a full academic program. Students who do not plan to complete a full academic program may also enroll in the ALP.

To apply for the ALP, students should complete the application process and indicate that they are non-degree seeking students who wish to enroll in the ALP. Note: Acceptance into the ALP does not guarantee acceptance into a degree program. Students receive a certificate but do not earn credit hours toward a degree for this program. Student may not be enrolled in the American Language Program more than two years.

Evaluation of English Proficiency

At the end of each semester, students will be evaluated in English proficiency and a determination will be made on their readiness to enroll in courses for academic credit. Grand Canyon University may choose to waive the English-proficiency requirements for students who receive a recommendation from the ALP faculty after successful completion of the ALP. This recommendation will satisfy Grand Canyon University's English-language-proficiency requirement only and cannot be used as an English skill endorsement for another school. At the discretion of the Center for International Education, some students are allowed to enroll simultaneously in the ALP and academic courses.

General Academic Regulations

Overview

This section of the Grand Canyon University Catalog contains general academic policies intended to assure a consistent, high quality educational environment for GCU students and to reflect that quality to accrediting agencies, state licensing/certifying agencies, individuals and groups who provide scholarships or otherwise support the University, graduate schools, and potential employers of GCU graduates. The University recognizes that individual circumstances may necessitate exceptions to these policies. The University will make every reasonable effort to accommodate those exceptional circumstances, provided the purpose of the policy or regulation is not being defeated, by making available a grievance process by which the student may request an exception to policy or a decision based on University policies and regulations. The University has no right to change policies or procedures of another organization for which it is merely acting as an agent.

Students are responsible for following all applicable University policies and procedures. Students should note some Programs of Study have specific policies in addition to general University policy. A careful review of policies and other requirements for a given program is strongly recommended. All policies and procedures herein apply to both undergraduate and graduate students unless explicitly stated otherwise. Please contact your Enrollment Counselor or Academic Advisor for clarification and details.

Communication of Policy

Upon enrollment, all students receive a Grand Canyon University email address. This email address is used for all official communication with students including, but not limited to, policy updates, notification of changes in University procedures, and general announcements. It is the student's responsibility to check this email on a regular basis and be informed about published University policy.

Academic Advisement

Every GCU student is assigned an Academic Advisor (or Enrollment Counselor, if a new student) for the purpose of assisting the student with proper academic planning and guidance on policies and procedures at GCU. International students are assigned an International Academic Advisor. It is the student's responsibility to become familiar with and adhere to GCU policies and degree requirements as stated in the Catalog. Students are encouraged to communicate regularly with their Enrollment Counselor or Academic Advisor throughout their tenure at GCU to ensure that they are on track with degree requirements and progressing toward graduation. A degree audit, showing a student's record of coursework completed to date, is available through WebAdvisor.

Academic Calendar

GCU operates on the semester plan, offering three 16-week semesters during the calendar year. Credit for coursework is expressed in terms of semester hours. Regardless of the length of a course or the specific time frame of when the course is offered within the semester, the policies for the term are applied when considering application, registration, and/or withdrawals. For more information, please see

the Grand Canyon 2006-2007 Academic Calendar section of this catalog.

Grand Canyon University is a term based institution. As such, students enrolled in programs of study are enrolled in a semester/term sequence. Students may enroll in one of two semester/term sequence options:

Track 1: Summer / Fall / Spring
Track 2: Summer II / Fall II / Spring II

Grand Canyon University policy does not permit students to jump, change, or overlap tracks.

Code of Conduct and Academic Standards

Student Code of Conduct

Grand Canyon University works to create an atmosphere of value-based liberal arts education. All students who enroll in the University are expected to accept the responsibilities of university citizenship and to show consideration and respect for personal freedom and property rights of members of the civic and academic community. Students are expected to abide by ethical, professional, and academic standards that are conducive to a positive learning experience. These expectations include, but are not limited to the fact that the student:

1. Gives appropriate attention to college level work.
2. Attends class, exercises, and engagements as required.
3. Acknowledges and accepts the responsibility of honorable adherence to the University's standards, rules, policies, and procedures.
4. Supports and exhibits ethical behavior with fellow students, faculty, and staff.

5. Recognizes and embraces the diversity and personal values of others.
6. Exhibits self-direction and self-reliance as a college student and in the pursuit of individual and collaborative learning objectives and goals.
7. Acknowledges and accepts personal responsibility and accountability for his or her actions, interactions, and communication in all forms with fellow students, faculty, and staff.
8. Upholds confidentiality and respect for personal or professional information communicated in the classroom.
9. Adheres to University policies and standards of academic honesty.

The following are examples of violations of the Code of Conduct. This list is not exhaustive and is intended only to provide examples.

1. Communicating in any form that threatens or violates the personal safety of any fellow student, faculty member, or member of the University staff
2. Communicating in any form that interferes with the educational process or any institutional function
3. Harassment in any form that creates a hostile or offensive educational environment for a student, faculty member, or staff member
4. Behaving in any way that disrupts or interferes with the educational process
5. Failing to comply promptly with any reasonable directive from a faculty member or University official
6. Failing to cooperate with officials in a University investigation
7. Using, distributing, or being under the influence of alcohol or illegal drugs while involved in a University class, setting, or sanctioned function or event
8. With the exception of authorized persons, permitting anyone access to one's classroom, attend class in one's stead, or attending class for another
9. Sharing one's password or using someone else's password for any University system or network

Reporting Code of Conduct Violations

The University may take disciplinary action against a student who does not meet the University's Code of Conduct. Such action may take the form of a reprimand, restriction of certain privileges, suspension, or final dismissal.

Acts in violation of the Student Code of Conduct will be reported to the University and to the offending student(s) immediately upon discovery. Depending on where the incident occurs, the Code of Conduct

violation will be reported on the Classroom Incident Report (classroom-related incidents), the Student Life Incident Report form (for campus housing issues), or the Security Incident Report (for general campus incidents). See the Student Handbook for more details about reporting non-classroom-related Code of Conduct violations, or visit Canyon Cruiser at <http://my.gcu.edu>.

Academic Dishonesty

As indicated in the Code of Conduct, all students and instructors are expected to possess a high standard of conduct and personal integrity in the classroom. Academic dishonesty is defined as any act of deception in an academic setting. Academic dishonesty has many forms and includes but is not limited to the following:

1. Cheating, attempting to cheat, or assisting others to cheat, including dishonest activity or unauthorized use of any resource or materials in any academic exercise
2. Fabricating or inventing any information that applies to an academic exercise or University investigation
3. Plagiarizing, intentionally or unintentionally, the words, works, or ideas of others and representing them as one's own in any academic exercise
4. Knowingly violating copyright laws and regulations
5. Violating the University's policies and regulations pertaining to the use and propriety of the Grand Canyon University network, networking facilities, computer use, or platform access
6. Falsely representing one's identity or the identity of another as one's own and to include but not limited to incorporating ideas or verbatim use of published materials without proper citations and acknowledgement, paraphrasing or summarizing another person's work without proper citation and acknowledgement, using electronically stored or transmitted work without proper citation and acknowledgement, or submitting works stored or transmitted electronically as one's own

Acts of academic dishonesty, including plagiarism, are to be reported to the University and to the offending student(s) immediately upon discovery. The in-class penalty for academic dishonesty is determined by the instructor, and the instructor may recommend a University-level penalty. An in-class penalty may include, but is not limited to, requiring a rewrite of the assignment or paper with or without point deductions, awarding no or limited credits for a specific assignment or paper, or awarding a failing grade for the course. Note that an instructor may not prevent a student from attending or completing a course as this would be a University-level decision. A University-level penalty may include, but is not limited to, awarding a failing grade for the course,

removing a student from class, or suspension or expulsion from the University.

All reports of academic dishonesty are filed with the Office of Academic Affairs, which reviews the report as well as any history of prior reports of academic dishonesty. This office then notifies the student if the University intends to take further action as a result of the particular report or as a result of the history of offenses. For more information, visit Canyon Cruiser at <http://my.gcu.edu>.

Academic Probation

Academic probation restricts student eligibility for grants and scholarships administered by the University, as well as eligibility for an office in a University organization, and prevents a student from graduating during the semester in which the academic probation is imposed. Undergraduate students are placed on academic probation if their cumulative GPA drops below 2.00. Graduate students are placed on academic probation if their cumulative GPA drops below 3.0. GPA is calculated at the end of each semester.

Probationary status is removed when the minimum cumulative grade point average is regained. Students may be placed on academic probation no more than three times. After the third incident, the student will be suspended from the University.

Academic Suspension

Students who are placed on academic suspension are not permitted to enroll in courses following the semester in which the grade point average falls below the minimum allowances. Undergraduate students will be suspended at the end of the second consecutive semester in which their cumulative GPA falls below 2.0. Graduate students will be suspended at the end of the semester in which their cumulative GPA falls below 2.5.

A student who has been suspended may apply for reinstatement by submitting a formal appeal through an Academic Advisor. A student subject to academic suspension for the third time is normally given final dismissal.

Grievance Procedures: Code of Conduct and Academic Standards Violations

The grievance process described herein relates only to the classroom-related Code of Conduct violations or Academic Dishonesty issues. For more information about how non-classroom-related incidents are handled, please refer to the appropriate section of the Student Handbook.

A student may grieve an academically related University policy or decision, including a Code of Conduct or an Academic Dishonesty charge. Such grievances may involve, but are not limited to, final grades, charges of inappropriate conduct in class, discrimination or harassment, or issues pertaining to enrollment or tuition payment reimbursement.

Plagiarism is an act of academic dishonesty that faculty may choose to handle in the classroom but may only be grieved after the final course grade is posted.

To file a grievance, the grieving party must contact his or her Academic Advisor to receive and complete a Grievance Form. This form must be submitted with all supporting documentation that clearly and explicitly describes the grievance and be able to demonstrate that he or she attempted in good faith to resolve the issues with the involved parties, where reasonably possible.

The appeal process is designed to offer the student two opportunities to be heard as illustrated in the table below. If the student is not satisfied with the outcome of his or her first level appeal, the student may grieve the first level appeal by filing a second grievance. As is true with the first grievance, the second grievance must be initiated with the assistance of the Academic Advisor. The second grievance is escalated, depending on the issue, to the next level of authority.

Issue that is Grieved	1st Appeal Level	2nd Appeal Level
End of course grades	Program chair or equivalent in the appropriate college	Dean of the appropriate college
A published policy	Policy Grievance Committee	Vice President of Academic Affairs
A Code of Conduct violation that may result in sanctions up to and including suspension from GCU	Dean of the appropriate college	Vice President of Academic Affairs
A Code of Conduct violation that results in expulsion from GCU	Vice President of Academic Affairs	Provost and Chief Academic Officer

Note: A code of conduct violation that is also a violation of state or federal law may be turned over to the appropriate authorities for action and is not under the jurisdiction of the University.

A second appeal decision level grievance requires the student, with the assistance of his or her Academic Advisor, to submit additional documentation to justify a re-submission of the grievance. This two-tiered procedure is designed so that the student has an opportunity to provide additional information and is assured of fresh reanalysis of his or her grievance. The second level of appeal decision is the final decision of the University.

If the student complaint cannot be resolved after exhausting the Institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Post-Secondary Education. The student must contact the State Board for further details. The State Board address is:

1400 W. Washington, Room 260

Phoenix, AZ 85007.

Phone: 602/542-5709

Website: <http://azppse.state.az.us>

Grievance Timelines

Grievances for both academic and non-academic concerns must be filed no later than five weeks after grades are posted for the term involving the grieved issue. Grievances received after this deadline will not be considered. If the student chooses to grieve the first appeal decision, the second grievance must be filed with the University within five weeks after the notification of the first appeal decision is issued to the student.

The University makes every effort to come to a decision and notify the student within 15 business days of receipt of the grievance. However, in some cases the investigative process may lengthen this timeframe.

Grievance Communication

Grievance decisions are normally communicated to the student via their GCU email address. Any questions regarding the grievance must be communicated to the Academic Advisor.

Classification of Students and Courses

Student Classification Based on Credits

- Freshmen are students who have not yet completed 30 credit hours.
- Sophomores are students who have completed 30 to 59 credit hours.
- Juniors are students who have completed 60 to 89 credit hours.
- Seniors are students who have completed a minimum of 90 credit hours. (Note: Undergraduate students must have a cumulative 2.00 grade point average at the beginning of their final term in order to graduate.)
- Fifth Year Students are students who have completed a bachelor's degree from a regionally accredited institution and are accepted for a program of specified upper division courses to secure standard teacher certification.
- Graduate Students are students who have completed a bachelor's degree from a regionally accredited institution and have been admitted into the graduate program.

- Second Degree Students are students who have completed a bachelor's degree from a regionally accredited institution and are completing the requirements for a second bachelor's degree.
- Unclassified Students are students who are not working toward a degree and/or are not placed in a classification.

Course Classification Based on Course Number

Courses are numbered from 000 to 699. The course numbering system is as follows:

- 000-099 are remedial courses designed for students with deficiencies in specific content areas. Credits earned for these courses cannot be applied toward a degree program.
- 100-299 are lower division courses designed for freshman and sophomore students.
- 300-499 are upper division courses designed for juniors and seniors students.
- 500-699 are graduate level courses.

Note: Students are expected to take required courses according to the course level that is appropriate for the student classification level.

Program of Study and Course Availability and Cancellation Policy

A Program of Study (POS) defines the courses required for a particular degree. If the University cancels a POS and/or courses, the university will make every reasonable effort in allowing the student to complete the POS as published in his or her Catalog of Record. The Catalog of Record is defined as the Academic Catalog published in the academic year and edition (Fall, Spring, or Summer) under which the student enrolled, unless state or federal law and/or accrediting bodies mandate POS and/or course changes.

When the University retires a POS and/or courses, students will have access to finish the degree as published in their Catalog of Record under the following conditions:

The student must be considered to be continuously enrolled in the program with any breaks in enrollment defined/documented by the [Leave of Absence](#) Policy and Procedure.

For an undergraduate student, the POS is determined by the Catalog of Record in effect when the student declares a major. Undergraduate students will have access to their POS for six years after the start date of their Catalog of Record.

Graduate students will have access to the POS for four years after the start date of their Catalog of Record.

Course Length

The length of a course may be four, five, eight, or sixteen weeks, depending on program and/or delivery modality. However, regardless of the course length, the academic calendar and other term-based deadlines apply to the course in the term in which the course is delivered. For example, if a course runs during the last eight weeks of the term and the student chooses to drop the course without penalty, the student must initiate the withdrawal action within the allotted timeframe as prescribed by the Academic Calendar.

Course Enrollment for Full-Time Status

Undergraduate students who are enrolled in 12 or more credits during a term are considered full-time students. To enroll in more than 18 credits per term, undergraduate students must possess a GPA of 3.0 and file an official appeal that is approved by the Provost.

Graduate students who are enrolled in five or more credits during a term are considered full-time students. To enroll in more than six credits per term, graduate students must possess a GPA of 3.5 and the recommendation of an Academic Advisor. To enroll in more than 12 credits per term, graduate students must possess a GPA of 3.5 and file an official appeal that is approved by the Provost.

Note: Part-time students enrolled in courses that are five or eight weeks in length must have the permission of their Academic Advisor to enroll in two or more courses that are offered concurrently.

Students may enroll in courses according to the dates established on the Grand Canyon University 2006–2007 Academic Calendar. To enroll in courses, a student must contact their Enrollment Counselor (new students) or Academic Advisor (current students).

Academic status may affect financial aid eligibility. Please see the Financial Aid section of the catalog for details.

Modality Ratio

While traditional campus students are expected to enroll in campus-based courses, campus students may be permitted to enroll in three to six online credits per term. International Students may only enroll in three online credits per term.

Athletes

At minimum, National Collegiate Athletic Association (NCAA) student athletes must maintain enrollment in 12 credits per term to maintain NCAA eligibility. Nine of the 12 credits must be taken on the main campus. The remaining credits may be taken online. Additional academic requirements may apply to NCAA student athletes. Student athletes should confer with an Academic Advisor and the Grand Canyon University NCAA Compliance-Eligibility Coordinator for further information.

International Students

- Undergraduate international students must be enrolled in a minimum of 12 credits each semester in order to maintain the student status required for the F-1 visa. Only three of the 12 credits may be taken online.
- Graduate international students must be enrolled in a minimum of nine credits each semester in order to maintain the student status required for the F-1 visa. Only three of the nine credits may be taken online.
- The International Academic Advisor must approve international student schedules for each semester.
- The International Academic Advisor must approve any schedule changes
- The International Academic Advisor must approve any changes to change majors or specializations.
- International students may not take more than 18 credit hours a semester without special permission. (12 – 16 credits is the recommended schedule for most students)
- International students may not take courses at another college or university without special permission from Center for International Education. This permission must be obtained before you attempt to register for courses at another school.

Electives

An elective is any course that is not specifically prescribed by a Program of Study but is taken by students seeking to fulfill credit requirements for graduation or to satisfy a personal interest. The University may recommend Preferred Electives for some Programs of Study, so students with particular academic or professional interests may benefit from targeted increases in the scope and foundation of their learning.

Special Study Courses

Certain course numbers have been reserved for special study courses that departments of the University wish to approve. These fall into three categories: independent study, practicum/internship, and student teaching. To register for a special study course, students must obtain and complete appropriate forms with their Academic Advisor. Once approved by the college, these forms are submitted to the Office of Academic Records where they are reviewed to determine student eligibility. A Special Study Request Form must be submitted no later than the last day of the regular registration period.

Independent Study

Independent study courses are numbered 499 (undergraduate) or 599/699 (graduate). Independent study courses allow a student to work closely with an instructor on a special topic that may involve research, seminars, or readings. A student may earn

up to four credit hours, depending upon the amount of time and work involved. A student may take up to four hours of independent study per subject area unless otherwise specified for a specific major. Independent study is reserved for junior and senior students with a cumulative GPA of at least 3.00, with approval of the Dean, Provost, and instructor. Independent study for Online students is restricted to a case-by-case need that must be approved by the College Dean and the Provost.

Practicum

Practicum courses are numbered 399 in each department/college except the College of Nursing and the College of Education and may be taken for up to four credit hours. A practicum is a supervised practical experience in the student's major area of interest. Between 45 and 60 hours of practical experience equates to one University credit. Arrangements must be made between the agency, organization, or individual and the College Dean/designee to design and evaluate the student's experience. Practicum is reserved for junior and senior students with at least a cumulative 2.00 GPA and approval is required from the College Dean and/or Department Chair. Practicum courses are restricted to the lock-step programs of study in the Online modality.

Internship

The internship is the culminating course in an academic Program of Study. The internship provides students the opportunity to work as independent practitioners within their field and to practice principles learned in their major area of study by working in an outside organization under the supervision of a professional.

Student Teaching

Student teaching provides students with the opportunity to demonstrate their mastery of knowledge and skills in a live classroom setting. GCU requires full-time placement of student teachers for one complete semester in classrooms associated with their major area(s) of interest under the direct supervision of a certified educator. For an entire semester, student teachers will assume all teaching duties and responsibilities necessary for effective teaching of students, including assessing students, planning and teaching lessons, and evaluating students' progress.

Auditing Courses

Students are not permitted to audit Grand Canyon University courses.

Repeating Courses

A grade of D or F earned at Grand Canyon University may be removed from an undergraduate student's GPA only by repeating the course at Grand Canyon University. Undergraduate students must repeat any

upper division courses completed in which a grade of less than C was earned.

A grade of C, D, or F earned at Grand Canyon University may be removed from a graduate student's GPA under the same conditions and with the same results as stated above.

Students may repeat any given course only once. The last grade earned is considered the grade of record as it pertains to credit toward graduation and the student's cumulative GPA. The original grade and the grade earned in the repeated course are reflected on the transcript. A course in a Program of Study may not be repeated once the degree has been awarded. The student should note that graduate schools or other institutions may calculate grades in an alternate fashion.

This policy does not apply to special topics and independent study courses that have different content from semester to semester.

Textbooks

Students may secure University-approved course materials through the campus bookstore.

Technology Requirements for Online and Web-enhanced Courses

Students participating in online and Web-enhanced courses must have access to the following minimum hardware and software:

	Microsoft Windows PC	
	Minimum	Recommended
Operating System	Windows 2000	Windows XP
Processor Speed	500 Mhz Pentium II, or equivalent	800 Mhz Pentium III, or equivalent/better
CPU Memory	64 MB of RAM	256 MB of RAM or more
Internet Connection	56 kbps dial-up	Cable Broadband or DSL
Internet Browser	Internet Explorer 5.5; Mozilla Firefox 1.0.x	Internet Explorer 6.0; Mozilla Firefox 1.5
Hard Disk Space	20 MB Free	100 MB Free
Audio Card	16-bit	24-bit or better
Software	<ul style="list-style-type: none"> Microsoft Office Suite 97 (Word, Excel, and 	<ul style="list-style-type: none"> Microsoft Office Suite 2003 or higher

Microsoft Windows PC		
	Minimum	Recommended
	PowerPoint) • Real Player or QuickTime • Adobe Acrobat Reader • An updated anti-virus software	(Word, Excel, and PowerPoint) • Real Player or QuickTime • Adobe Acrobat Reader • An updated anti-virus software

Macintosh		
	Minimum	Recommended
Operating System	OS 10.2	OS 10.3
Processor Speed	350 Mhz G3	800 Mhz G4, or better
CPU Memory	64 MB of RAM	256 MB of RAM or more
Internet Connection	56 kbps dial-up	Cable Broadband or DSL
Internet Browser	Mozilla Firefox 1.0.x; Safari 1.1	Mozilla Firefox 1.5; Safari 1.2
Hard Disk Space	20 MB Free	100 MB Free
Audio Card	16-bit	24-bit or better
Software	• Microsoft Office 2001 Suite (Word, Excel, and PowerPoint) • QuickTime • Adobe Acrobat Reader • An updated anti-virus software	• Microsoft Office 2004 Suite (Word, Excel, and PowerPoint) • QuickTime • Adobe Acrobat Reader • An updated anti-virus software

Grades/Grading System

Undergraduate Grading Scale

The 100-point grading scale is the standard for all GCU undergraduate courses (except any College of Nursing undergraduate courses). The grade or symbol, point equivalent (scale), the GPA value of the

course letter grade, and the interpretation of the level of performance are as follows:

Letter Grade	Point Scale	GPA Value	Interpretation of Level of Performance
A	93-100	4.0	Superior; extraordinary scholarship; outstanding performance
A-	90-92	3.7	
B+	87-89	3.3	
B	83-86	3.0	Above average; good work
B-	80-82	2.7	
C+	77-79	2.3	
C	73-76	2.0	Average; standard performance; acceptable college work
C-	70-72	1.7	
D+	67-69	1.3	
D	63-66	1.0	Passing but below standard
D-	60-62	0.7	
F	< 60	0.0	Failure or unauthorized withdrawal
I	NA	Incomplete	Course work is incomplete
W	NA	0.0	Authorized withdrawal; no credit
WF	NA	0.0	Late withdrawal; failure
CR	NA	0.0	Campus Only: Credit given, but no grade or GPA value
S	NA	0.0	Campus Only: Satisfactory completion of audit or non-credit course
U	NA	0.0	Campus Only: Additional work needed to meet requirements in non-credit or non-grade course
NR	NA	0.0	Grade status not reported by instructor
IP	NA	0.0	Course currently in progress

Graduate Grading Scale

The 100-point grading scale is the standard for all GCU graduate courses. The grade or symbol, point equivalent (scale), the GPA value of the course letter grade, and the interpretation of the level of performance are as follows:

Letter Grade	Point Scale	GPA Value	Interpretation of Level of Performance
A	95-100	4.0	Superior; extraordinary scholarship; outstanding performance
A-	92-94	3.7	
B+	90-91	3.3	
B	87-89	3.0	Above average; good work
B-	84-86	2.7	
C+	80-83	2.3	
C	76-79	2.0	Average; standard performance; acceptable college work
D	72-75	1.0	Below standard
F	<72	0.0	Failure or unauthorized withdrawal
I	NA	Incomplete	Course work is incomplete
W	NA	0.0	Authorized withdrawal; no credit
WF	NA	0.0	Late withdrawal; failure
CR	NA	0.0	Campus Only: Credit given, but no grade or GPA value
S	NA	0.0	Campus Only: Satisfactory completion of audit or non-credit course
U	NA	0.0	Campus Only: Additional work needed to meet requirements in non-credit or non-grade course
NR	NA	0.0	Grade status not reported by instructor
IP	NA	0.0	Course currently in progress

Note: In graduate courses, students will be evaluated by the grading scale shown above. If a graduate student earns a grade below C, he or she will be required to repeat the course and bring up the grade in order to continue in the program.

Class Attendance and Participation

Grand Canyon University believes that students are primarily responsible for class attendance. Online

students mark attendance by posting to the Blackboard classroom each week of class. All other students demonstrate attendance by their physical presence within the classroom. Class attendance is distinctly different from class participation in that class participation may be graded. The course syllabus contains written statements of expectations for participation and attendance. Failure to meet attendance expectations may result in an administrative withdrawal.

Grade Point Average (GPA)

Grade points are assigned to specific grades according to the grading system and are used to compute a grade point average (GPA). Only those courses in which a letter grade (A through WF) is earned are included in the calculation of the GPA. The semester hours of each course are multiplied by the grade points for the grade earned in each course. The sum of these products is divided by the number of semester hours in which a letter grade (A through WF) is earned. The GPA that appears on the GCU transcript is based only upon coursework completed at Grand Canyon University. Certain courses earn credit toward fulfilling academic requirements but are not included in the computation of the GPA. These courses are denoted by a grade of CR or S. A grade of U earns no credit.

Undergraduate GPA

Undergraduate students must earn a minimum grade point average of 2.0 for a minimum of 128 semester hours, of which 45 hours must be upper division credit. Undergraduate students must have at least a cumulative GPA of 2.0 in upper division requirements and only those courses with grades of C or higher may be applied toward degree program requirement. Candidates for secondary teaching certification must have a minimum grade point average of 2.5 in their teaching major. Undergraduate students must earn a grade of C in courses in their majors and minors.

Graduate GPA

Graduate students must maintain a GPA of 3.0 or higher to be eligible for graduation. Graduate students must earn a grade of C or better in all of their courses.

Incomplete Grades

An incomplete may be granted by an instructor during the last week of a course if 1) the student is experiencing a physical/extreme circumstance that prevents him or her from completing the assignments by the course end date, and 2) the student is passing the course at the last week of the class, and 3) the student has no outstanding incompletes, and 4) the course fees and tuition are paid in full. Incompletes are not intended for students who have fallen behind in their studies and request an extension past the last day of class solely to submit materials.

The decision of granting an incomplete contract falls solely on the instructor. If the instructor grants an

incomplete, the instructor and the student must complete an Incomplete Contract Form completed by the instructor, which lists all eligible assignments to be completed by the student and the deadline date. The student must submit all assignments within four weeks of the last day of the course. The instructor must submit a final grade for the student, or the grade of I will be changed to a failing grade. Neither the incomplete nor the failing grade may be changed to a W. A student with more than one outstanding Incomplete may not register for any additional courses until the requirements for all outstanding Incompletes have been fulfilled.

Grade Changes

A final grade may be changed by the instructor of the course within five weeks of the last day of the course for the following reasons:

A miscalculation or error in grading has been detected by the instructor/student after final grades have been submitted.

A final grade may be changed after the five-week deadline only if a University investigation of a grade dispute grievance supports a change of grade or an instructor fails to submit a final grade to replace an Incomplete grade by the deadline.

To change a student's final grade, an instructor must complete and submit a Grade Change Form to the Office of Academic Records.

Course Grade Disputes

A final grade for a course may be disputed within five weeks of the last day of the course. Students may not file a grade grievance with the University for a grade/score on an individual assignment during the course. Students are expected to employ and demonstrate open and respectful communication with the instructor to resolve a grade dispute prior to submitting a grade grievance to the University.

Withdrawal

The implications of discontinuing course registration differ greatly during various points of a term. The academic and financial consequences of the specific types of withdrawals are outlined below.

Course Drop

When students seek to remain active in a term, yet reduce the number of credits for which they are registered, the option to drop a course is available. Students who drop a course prior the twenty-first day of the term will not earn a grade for the course, neither will that instance of course registration be reflected on their transcripts. The refund schedule for dropped courses is outlined in the [2006-2007 Academic Calendar](#). Tuition refunds are determined by the date that the student submits the Schedule Change Form. Students are responsible for all non-refundable charges published in the [Refund](#)

[Policy](#) section of the Catalog. Before dropping a course, students are strongly advised to speak with a Finance Aid Advisor to understand the financial ramifications associated with dropping a course.

If students drop courses after day 21 of the semester, they will receive a grade of WF for in-session courses and a grade of W for courses that have not begun. Students who delay exercising the course-drop option until after the deadline retain financial responsibility for all registered courses, both in-session and pre-session.

Administrative Withdrawal

Class attendance is an important element of learning that also impacts continued course registration. Students who neglect to notify the University of their intent to withdraw from classes retain financial responsibility for all registered courses.

Full-term Withdrawal

Students who do not attend any of their registered classes within the first week of the term may be withdrawn from all classes, in both the current and subsequent terms.

Single-course Withdrawal

Students who fall below 75% attendance may be administratively withdrawn from their classes and issued a grade of WF.

- Students who are enrolled in Web-enhanced classes may use attendance in the online environment neither as their sole form of attendance nor as a venue to replace physical class attendance.
- Students who are enrolled in online will satisfy the weekly attendance requirements by following the course participation guidelines outlined in the syllabus.
- Students who are administratively withdrawn from classes retain financial responsibility for those classes.

Term Withdrawal

Term withdrawal refers to the point at which students withdraw from all courses in a term. When students are not registered for any classes, they are considered inactive for that term only. Since students may already be registered for subsequent terms, students who choose to extend their withdrawal must complete the Leave of Absence form or the Complete Withdrawal form, as appropriate. Prior to making such a decision, students are strongly encouraged to speak with both an Academic Advisor and a Finance Aid Advisor.

The types of grades that students receive, either W or WF, will depend upon the point at which students officially notify the University of their decision.

Military Deployment

In support of those students who are in any branch of the U.S. military service, the University permits students who are deployed for active duty while enrolled in courses to withdraw from each class without financial penalty. Students seeking this option must present an official copy of military orders to the Office of Academic Records.

If deployment occurs before 87% of the course is completed, students may choose a tuition refund or a tuition credit. Refunds and credits are applied upon return to GCU and with the expectation that students will re-take the affected courses at their next opportunity. A grade of W will appear on the student transcript for each class.

If deployment occurs after 87% of the course is completed, the instructor will calculate the final grade pro rata and submit that grade at the end of the term. The student is considered on a leave of absence, and all policies and procedures related to withdrawing from one course, all courses, or the University apply.

Leave of Absence

The decision to take a leave of absence must be made prior to the start of the term, and it must be accompanied by the submission of a Leave of Absence form. The Leave of Absence form allows the Office of Academic Records to withdraw students from all of the courses for which they may have been registered during the specified term of their leave. Although the leave of absence places students in an inactive status for the term, students on leave retain their admitted status within the University and should remain in contact with an Academic Advisor, who will guide them through the process of registering for future terms.

Students who do not register for classes for two consecutive years will be automatically withdrawn from the University and must reapply for admission.

Official University Withdrawal

In the event that students choose to discontinue their enrollment at GCU permanently, they must officially withdraw from the University. Students in this situation lose all of the rights and privileges associated with being GCU students. Officially withdrawn students must reapply for admission to the University if they decide to return.

To officially withdraw from the University, students must notify an Academic Advisor, who will direct them to the Complete Withdrawal Form. When submitting the Complete Withdrawal Form, students will be asked to identify the reason for withdrawing from the University and to participate in an exit interview.

Academic Honors

Freshman Honor Roll

At the close of each semester, GPAs for freshman students carrying 12 or more semester hours with a minimum of eight semester hours of graded courses are calculated to determine eligibility for this honor. Those freshman students whose semester GPA is 3.00 or above qualify for the Freshman Honor Roll.

Sophomore Honor Roll

At the close of each semester, GPAs for sophomore students carrying 12 or more semester hours with a minimum of eight semester hours of graded courses are calculated to determine eligibility for this honor. Those sophomore students whose semester GPA is 3.25 or above qualify for the Sophomore Honor Roll.

Dean's List

At the close of each semester, GPAs for all undergraduate students carrying 12 or more semester hours with a minimum of eight semester hours of graded courses are calculated to determine eligibility for this honor. Students whose semester GPA is 3.50 or above qualify for the Dean's List. (Note: The Dean's List recognition supersedes Freshman and Sophomore Honor Roll recognitions.)

Junior Marshals

Special recognition is given to the two juniors with the highest GPA at the end of the Fall semester of their junior year. This honor is restricted to those who have transferred in no more than 12 semester hours.

Ray-Maben Scholars

This recognition represents the highest scholarship honor awarded by Grand Canyon University. Criteria are established by the faculty, and the honor is bestowed each year at graduation. The criteria consist of a cumulative and Grand Canyon University GPA of at least 3.90, with no more than 12 transferable semester hours.

Graduation with Honors

Undergraduate students who have earned at least 60 hours at Grand Canyon University may qualify for honors at graduation by maintaining one of the following GPAs:

- 3.40 to 3.59 may qualify for graduation cum laude;
- 3.60 to 3.79 may qualify for graduation magna cum laude;
- 3.80 to 4.00 may qualify for graduation summa cum laude.

Students must meet or exceed the GPA requirement for that honor both on work done at GCU and on all college work attempted. Transfer students may not graduate with an honor higher than that for which their GPA at Grand Canyon University would qualify them. Second degree and graduate students are not eligible for honors.

For walking purposes for graduation, honor candidates will be decided by using the GPA from the December semester before the May graduation ceremony. Students will be informed regarding whether or not they are a walking honors candidate during the Spring graduation ceremony. Walking honors does not guarantee actual honors will be granted and displayed on your transcript or diploma. True honors will be determined at the time of the posting of the degree.

Other Honors

Wall Street Journal Award

The Wall Street Journal Award is given annually to an outstanding business student recommended by the Ken Blanchard College of Business and approved by the faculty. The award includes an inscribed medallion and a one-year subscription to the Wall Street Journal.

Who's Who Among Students In American Colleges and Universities

Each year, the honor recognizes approximately 15 seniors with outstanding records of campus activities, community service, and academic achievement. Nominees must have a cumulative and Grand Canyon University GPA of at least 3.00 and have attended for at least two semesters as a full-time student. Selections are made by the faculty and student body.

Student Records

Family Educational Rights and Privacy Act (FERPA)

Annually, Grand Canyon University informs students of the Family Educational Rights and Privacy Act of 1974. The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. Questions concerning the Family Educational Rights and Privacy Act may be referred to the Office of Academic Records.

These rights are as follows:

The right to inspect and review educational records within 45 days of the day the University receives a request for access. Students should submit written requests that identify the record(s) they wish to inspect to the Office of Academic Records, Dean, Executive Director of Academic Affairs, or Provost.

The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

The right to request an amendment of education records that the student believes are inaccurate or misleading. Students may ask the University to amend a record that they believe is inaccurate or misleading. They should write the University official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the University decides not to amend the record as requested by the student, the University will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit, personnel, and health staff); a person or company with whom the University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Executive Cabinet; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the University discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

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

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Ave., SW.
Washington, DC, 20202-4605

Grand Canyon University has designated certain information in the education records of its students as directory information for the purposes of the Family Educational Rights and Privacy Act (FERPA).

Students are required to complete a form in the Office of Academic Records to control release of such information with respect to student records. Notification must be given prior to the twelfth class day of the Fall and Spring semesters and the fourth class day of each Summer term. This request remains permanently with the student's record unless the student later requests in writing that the control be lifted.

The following information will be released to those requesting it unless the student specifically requests otherwise on the form provided or by submitting written notification to the Office of Academic Records.

- Student's name
- Local address and telephone number
- Permanent address and telephone number
- Canyon Cruiser login
- Email address
- Date and place of birth
- Hometown
- Degrees and awards received and dates
- Dates of attendance (current and past)
- Full or part-time enrollment status
- Participation in officially recognized activities or sports
- Weight and height of members of athletic teams
- Most recently attended educational institution
- Major field of study
- Academic levels
- Residency status
- Photographs

Student Access

Title IV

Grand Canyon University complies with Title IX, the federal law that prohibits educational institutions in receipt of federal funds from participating in or perpetuating gender bias and discrimination.

Please direct any inquiries pertaining to the University's compliance with the regulations of Title IX of the Educational Amendments of 1972 to the University Athletic Director, Keith Baker, in the Salmon Baseball Clubhouse, (602) 639-6054, or kbaker@gcu.edu.

Academic Disability Services

GCU values all of its students. In order to provide reasonable accommodations for specific needs of students with disabilities, we invite self-declaration of disabilities upon acceptance of admissions. Records are confidential and the information is shared only with those who need to know for accommodation purposes. The University reserves the right to ask for any documented verification of need.

It is the student's responsibility to request the exception/modification by completing an

Accommodation Request Form prior to the date services are expected. To allow the University sufficient time to make appropriate plans, requests should be submitted no later than two (2) weeks (10 working days) prior to the start of the term. Processing of accommodations begins after complete information is received. A new request must be submitted for each term. The University cannot provide accommodations that are not requested.

The University will respond in writing to all requests. If the request is granted, the appropriate professors will receive a confidential communication outlining the accommodations granted for the student for the course. The details of the disability or special needs are not disclosed to the professors unless the information is required for making appropriate accommodations.

Accommodation steps:

Complete the Accommodation Request Form.

Obtain disability and/or special needs documentation from a medical provider (such as a doctor, psychologist, psychiatrist, etc.) or from testing services (such as WAIS and other testing).

Turn in a copy of the above items to the appropriate office listed below.

Campus students submit requests by:

Mail

Grand Canyon University
Student Life Office, Disabilities Coordinator
3300 W. Camelback Road
Phoenix, AZ 85017

Fax

(602) 589-2759.

All documents must contain the student's name and be addressed: Attn: Campus Student Disabilities Coordinator.

Email

Grounddisabilitiesoffice@gcu.edu.

The subject line of the email is the student's name (last, first).

In person

Delivering the paperwork at the Disability Services office in the Student Life Office in the Student Union.

Online students submit requests by:

Mail

Grand Canyon University
Online Disabilities Office
Smithey-Parker Building
3300 W. Camelback Road
Phoenix, AZ 85017

Fax

(602) 589-2458.

All documents must have the student's name and Attn: Online Student Disabilities Coordinator.

Email

Onlinedisabilitiesoffice@gcu.edu

The subject line of the email is the student's name (last, first).

After receiving accommodations, a student who is dissatisfied with the accommodations provided by the University may make a request for further investigation by submitting a written appeal to the disabilities office that handled the original request. These appeals will be reviewed by the VPAA or Provost. The decision of the Provost is final.

Grand Canyon University does not discriminate on the basis of age, race, color, national origin, sex, or handicap in its programs and activities.

International Students

- The International Academic Advisor must approve international student schedules for each semester.
- The International Academic Advisor must approve any schedule changes
- The International Academic Advisor must approve any changes to change majors or specializations.
- International students may not take more than 18 credit hours a semester without special permission. (12 – 16 credits is the recommended schedule for most students)
- International students may not take courses at another college or university without special permission from Center for International Education. This permission must be obtained before you attempt to register for courses at another school.
- Any exceptions to policies about classes, schedules, or other academic requirements must be discussed with the International Academic Advisor.

Intellectual Property Rights

Introduction

The Digital Millennium Copyright Act (DMCA) amends federal copyright law to provide certain liability protections for online service providers, when their computer systems or networks carry materials that violate (infringe) copyright law. To qualify for liability protection, the University is required to have a policy under which the computer accounts of users will be terminated if they repeatedly infringe the copyrighted works of others.

The objectives of this policy are to minimize liability while also providing support for the activities of students, faculty and staff. In the context of copyright and other intellectual property, this means that the

Chief Information Officer should be advised as soon as possible of any suspected infringement. The Chief Information Officer will work with the University content provider to establish any defenses. However, if there is inadequate information to provide a defense, or it appears that no defense exists, the best route to minimize University damages will be prompt removal of the allegedly infringing material.

Policy Statement

Compliance with federal copyright law is expected of all students, faculty, and staff at Grand Canyon University. "Copyright" is legal protection for creative intellectual works, which is broadly interpreted to cover just about any expression of an idea. Text (including email and Web information), graphics, art, photographs, music, and software are examples of types of works protected by copyright. The creator of the work, or sometimes the person who hired the creator, is the initial copyright owner.

You may "use" all or part of a copyrighted work only if (a) you have the copyright owner's permission (in writing—either email or letter), or (b) you qualify for a legal defense (the most common defense is called "fair use"). "Use" of a work is defined for copyright purposes as copying, distributing, making derivative works, publicly displaying, or publicly performing the work.

Copying, distributing, downloading, and uploading information on the Internet may infringe the copyright for that information. Even an innocent, unintentional infringement violates the law. Violations of copyright law that occur on or over the University's networks or other computer resources may create liability for the University as well as the computer user. Accordingly, repeat infringers are subject to the appropriate disciplinary review procedures as set forth in the disciplinary policies for students, faculty or staff. Violations of law may also be referred for criminal or civil prosecution.

The University has a legal duty to insure that official web sites, official email, and other official communications and expressions do not violate the intellectual property rights of third parties. The most common intellectual property rights found on the Internet involve copyright and trademark/service marks.

"Official" Web sites and communications include those that are funded or otherwise sponsored by the University for a University purpose, or which are created by an employee or agent of the University who is acting within the authorized scope of employment or agency on behalf of the University (e.g., posting course materials on the web for educational use of enrolled students).

Removal of official University content, especially course materials, can be harmful to academic freedom, to teaching effectiveness, and to the

University's educational mission. Therefore, faculty and staff are encouraged to secure copyright permission, a license, or a legal basis for use of someone else's intellectual property, before using the material.

Procedures

A. Notice and Counter Notice for material that may infringe on Intellectual Property Rights

Notice: A copyright owner, or person acting for the owner, must provide the University's designated agent, the Chief General Council, with written notice that information residing on the University's computer systems or networks is an infringement of the copyright. The notice requirement also applies to information in system cache and to information location tools (e.g., hypertext links) that infringe copyright.

If a person working for the University has independent knowledge of a copyright violation on a University computer system or network, the University may have a duty to remove the infringing material. This is true even if there is no "notice" from the copyright owner and this person should report the violation to the General Council as soon as possible.

The University has "notice" of possible infringement when a third party advises a University official that there is an infringement, or when it appears to a University official that material is likely to be infringing based on the circumstances (e.g., copies of nationally syndicated cartoons appear on a University web site without any statement of copyright permission).

When the University has notice of a possible intellectual property infringement in official University-provided content, it will in good faith:

- Attempt to establish who truly owns the copyright (or other intellectual property) through consultation with the author of the University content and the party claiming ownership.
- Attempt to determine if any legal defense (e.g., "fair use") exists to allow the material to be used by the University.
- Attempt to negotiate a permission or settlement if it appears that the content is infringing or if it appears that settlement is preferable to litigating an unclear claim. If permission or settlement is not feasible and it appears that the material is infringing, the University will promptly remove the material and the designated agent will notify the computer user and the person who complained of infringement.
- When copyright ownership is clear and sharing of the copyrighted material on the University's network appears to violate the law, the University

will take appropriate, interim actions to discontinue sharing of the copyrighted materials on the University's network.

- Determine if any disciplinary action is appropriate against the person who posted infringing content. In the case of repeated infringement or bad faith infringement, disciplinary action may include suspension or termination of computing privileges, disciplinary review, termination of employment, and/or legal action.

Residence Network Use

To assure reliable operation of the Grand Canyon University computer network in a manner compliant with all applicable federal, state, and local laws and regulations, the Information Technology Services department enforces each of the policies listed below. All network users must agree to abide by these policies. Use of the network or any portion thereof for any purpose implies such consent.

To comply with the Grand Canyon University Residence Network Use Policy, sign your initials where indicated. By signing your initials you understand and agree to all the terms and conditions stated within the Grand Canyon University Residence Network Use Policy.

Network Goals and Priorities

The Grand Canyon University Information Technology Services department operates and maintains the computer network for the purpose of facilitating the timely transfer of digital information relevant to and essential for the research and educational activities of Grand Canyon University. In particular, the network is intended to enable information transfer among students, faculty, staff and administrators as necessary to observe the following goals:

1. To facilitate student and faculty research;
4. To enable access to published literature relevant to teaching and research efforts at Grand Canyon University;
5. To allow the receipt and transmission of electronic mail both within the campus and between the campus and off-campus institutions and individuals; and
6. To provide access to internet-based information resources of value to teaching and research efforts at Grand Canyon University.

For all students, faculty, and administrators of Grand Canyon University Information Technology Services, all networking activities not directly related to one of the above goals are considered to be of secondary importance and should not impede or interfere with activities which serve the stated goals of the network.

Software Licensing and Compliance with Copyright Protection Legislation

It is strictly forbidden for any employee or agent of Grand Canyon University to engage in any illegal activity while on Grand Canyon University property or during performance of any duties related to their employment with the University. Because unauthorized copying of software is a form of theft, and theft is illegal, the illegal copying or "pirating" of software is forbidden by Grand Canyon University policy.

Software Purchase and Installation

To fully comply with Grand Canyon University policy governing software copyright protection, each registered network user must agree in writing that (s)he will not install or use any software on any computer that is not legally purchased and registered.

Discipline and Consequences of Policy Violation

If there is discovery of illegally installed software, the user may be subject to disciplinary action which may include but is not limited to the loss of network access privileges, suspension, dismissal, and/or criminal prosecution. The individual involved shall be held responsible to fully reimburse the Grand Canyon University for all losses resulting from such discovery.

Standards for Network Etiquette and Security

Installation and Detachment of Network Devices

No device may be connected to the network without authorization of the network manager for the Information Technology Services department. This includes hardware or software, routers, printers, modems, servers, wireless access points and new computers. Violation of this policy that results in network crashes, or other downtime, may result in loss of network privileges.

Computer Virus Protection

All computers connected to the Grand Canyon University Residence Network will be required to have anti-virus protection provided by and installed by the Grand Canyon University Information Technology Services department. Students with computers that use an operating system other than Windows will be required to purchase and install separate anti-virus protection. The software must be configured to check for updates on a daily basis.

User-Caused Network Service Interruptions

Any user who repeatedly causes service interruptions in any network segment, either through knowingly or unknowingly performing disruptive procedures, introducing viruses, or by attempting procedures for

which the user is unqualified, can lose the privilege of access to the network. It is incumbent upon the individual user to use reasonable care to make sure that his/her computer is free of computer viruses that may infect other network computers before each attachment to the network. In cases of malicious vandalism of the network and/or tampering with other user files, the perpetrator may be financially liable for all damages, and can be subject to criminal prosecution.

Hacking

It is expressly forbidden to make any attempt to defeat any security system in operation on the network. It is also forbidden to reconfigure any common use machine without the express authorization of the network manager responsible for supporting that machine. No computer attached to the network may be used for any illegal activities, including attempts to penetrate the security of other networks. Any user who knowingly or negligently attempts to defeat security may be subject to discipline including but not limited to loss of network access.

Desktop Support

Definition

Desktop support is defined as the support required to keep a desktop personal computer up and running. This includes the installation, set-up and troubleshooting of desktop hardware including hard drives, computer cards, monitors, modems, printers, memory upgrades, etc.

Students will not receive desktop support from the Grand Canyon University Information Technology Services department.

Software Support

Students will not receive software support from the Grand Canyon University Information Technology Services department.

Network Access and Support

The Grand Canyon University Information Technology Services department will provide support for student computers to connect to the Residence network and access the Internet.

*The Grand Canyon University Information Technology Services department assumes no responsibility for the loss of any data that resides on student owned computers.

Student computers must have a network interface card (NIC) in order to connect to the GCU network.

Students are required to be present when a representative from the Information Technology Services department is working on a student owned computer.

Warranties

It is a recommendation that students maintain manufacturer warranties for the computer and any software installed.

Financial Information

Preface

The financial information presented in this catalog was current when published. Many of the policies, interest rates, limitations, etc., are set by organizations (private or governmental), which may change after this catalog is published. We strongly urge students to confirm all such information with the University's Office of Financial Aid and/or Business Office before making financial decisions or commitments.

Payment Policy

Methods of Payment

The University offers students the option of one or more of the following methods of payment:

1. Cash
2. Direct Bill
3. Financial Aid

Students choose primary and secondary methods of payment upon completing the application for admission. Students are expected to clear their account balances using the specified methods of payment, unless other arrangements are approved. Upon clearing their account, students may contact the Office of Financial Aid or the Business Office to arrange different methods of payment for future terms.

Cash Payment Options

Cash

For the protection of Grand Canyon University students and employees, cash payments are only accepted at the University Business Office. Students should not send cash through the mail.

Check

The University accepts personal checks, traveler's checks, bank money orders, and cashier's checks. When paying by check, students must include their full name and GCU Student ID on the face of the check.

Remit payments to:

Grand Canyon University
Attn: Business Office
PO Box 11097
Phoenix, AZ 85061-1097

A service fee of \$35.00 is charged for each check returned by a bank for any reason. The University may refuse future payments by check for individuals whose payment is returned by a bank.

Charge

The University accepts Visa, MasterCard, Discover and American Express. All credit card payments are subject to authorization by the issuing bank. If

authorization is denied, payments cannot be processed.

Credit card payments can be made online via WebAdvisor, available at <http://my.gcu.edu>. WebAdvisor displays student balances by semester. Enter payment information and submit. An email will be sent to the Canyon Cruiser email address with confirmation of payment received.

Monthly Installment Plan

Grand Canyon University has entered into an arrangement with TuitionPay, a Sallie Mae company. The TuitionPay Interest-Free Monthly Payment Plan enables the student to spread tuition payments equally without interest or finance charges. With convenient monthly payments through current income and savings, the student can limit borrowing and keep the overall cost of education down. Because it is not a loan, there are no interest or finance charges. There is a one-time set-up fee. The Monthly Payment Plan is available to all families, regardless of financial need. The set-up fee and first payment must be paid to TuitionPay by deadline date of starting semester. For additional information, please visit the website at www.tuitionpay.com or call TuitionPay at 1(800) 635-0120.

Deferred Payment

GCU will offer a deferred payment plan to those students who are eligible for their employer's Tuition Reimbursement plan. To benefit from this option the students must complete a Deferred Payment Voucher with current and valid Credit Card information and the signature of a company representative, confirming the employee is eligible for the Tuition Reimbursement plan. Students need to be aware that when an employer offers tuition reimbursement, the student is liable for payment of the tuition to the University. The reimbursement relationship is between the student and the employer, not between the school and the employer. Students expecting reimbursement from their employers will be marked as cash paying with Grand Canyon University.

Direct Bill Payment Options

Corporate

Students may have employers that pay school tuition directly (this is different from Deferred Payment). In this situation, the Employer will create an account with GCU, and the Business Office will send a billing statement directly to the Employer. This payment

relationship bypasses the student; however, the student must have their employer complete a Direct Bill Voucher, and submit with their application.

In addition, any balance not covered by the Employer or defaulted on by Employer must be paid by an alternative payment option before the end of each term.

Military

GCU offers a scholarship program to active and veteran military personnel, regardless of the program they enter. There are numerous military benefits from the government based on military status at the time of departure from the service as well as for active duty. There are several VA educational benefits a student may utilize at GCU such as ROTC, the Montgomery GI Bill, Tuition Assistance (Top-Up), and Vocational Rehabilitation. For additional information, please call 1-888-442-4551 or visit www.gibill.va.gov.

Financial Aid Payment Option

Students who opt to use financial aid to pay their student account must complete the application for financial aid by day 21 of the term or the method of payment will default to cash and the policies associated with this form of payment.

Self-Help Aid (Federal Loans)

Students must submit a FAFSA (Free Application for Federal Student Aid) online and contact a Finance Advisor. All required paperwork must be completed by day 21 of the term in order to receive Federal Funds in a timely manner on the account. Students should visit the GCU Web site to learn more about how to apply for Federal funds.

Gift Aid (Scholarships and Grants)

This money does not need to be repaid. There are strict requirements to receive this type of aid, and it is not available to everyone. Students should visit the GCU website to learn more about available Scholarships and Grants.

If awarded, these funds will be awarded to the student in the Financial Aid department, but transmitted to the account in the Business Office.

Payment Deadlines

Tuition and fees are assessed when the student registers for a term.

All cash payment options must be paid in full by Day 30 of the term, where day one is the official term-start date. Balance notices will be generated and emailed to the student account upon registration.

All direct-bill payment options must be paid in full by Day 37 of the term, where day one is the official term-start date. Balance notices will be generated and e-mailed to the liable employer on Day 7 of the term, after all rosters have been confirmed.

Payments must be received by the due date, whether the student receives a Billing Statement or not. The Business Office does not send paper statements, but rather sends e-mail reminders to the Canyon Cruiser account with instructions to go to WebAdvisor to view account and make payments. It is the sole responsibility of the student to adhere to payment deadlines of his/her tuition and fees.

Failure to Pay

Failure to pay balance does not cancel registration or responsibility for tuition and fee charges. Non-attendance does not cancel registration or responsibility for tuition and fee charges.

All cash and direct-bill payment options must be received in full by their due date of the current term or a hold will be placed on the Student Account.

****** The only exception to this rule includes CASH paying students who are making regular and consistent payments to TuitionPay or students with a Deferred Payment Voucher. These students will not receive holds on their accounts in the active term.

A Business Office hold will prohibit any future class registration as well as prohibit the purchase and distribution of any official Grand Canyon University transcripts or diploma. Any student who has a hold placed on his/her account will be subject to Grand Canyon University Collection Policy.

Failure to comply with the stated policies of the University's Business Office may result in an administrative withdrawal from classes and/or submission to an outside collection agency. Students will not receive transcripts or a diploma until all accounts are satisfied in the University's Business Office, at the discretion of the University.

Refund Policies

Refund Schedule

Grand Canyon University is a term-based school. All tuition refunds are based on the term start dates, not the course start date. Please make sure you are familiar with the Academic Calendar and the drop dates for each term.

- First week of the semester, 100 percent of the tuition and fees is refunded.
- Second week of the semester, 75 percent of the tuition is refunded; none of the fees are refunded.
- Third week of the semester, 50 percent of the tuition is refunded, and none of the fees are refunded.
- Fourth week and up to the end of the semester, none of the tuition is refunded, and none of the fees are refunded.

Refund Check Policy

Student refund checks are processed according to federal regulations and University policies. For further details, please contact the University's Business Office.

Add/Drop

If students drop and add courses of equivalent credits simultaneously, there will be no tuition or fee penalty.

A tuition refund for dropping a course is subject to the Refund Schedule for the specified semester. Tuition refund is calculated on the date the completed Drop Form is received in the Office of Academic Records.

A Drop fee of \$15.00 will be charged to the student.

Complete Withdrawal

Students who withdraw from the term must submit a Schedule Change Form to the Office of Academic Records. This form is available in the Office of Academic Records, on the University Web site, and in the Advisement Center.

Tuition refunds are subject to the Refund Schedule and are calculated on the date that the Schedule Change Form is received by the Office of Academic Records.

A Withdrawal fee of \$25.00 will be charged to the student.

Students are responsible for non-refundable charges based on the tuition Refund Schedule.

Residence Hall/Apartment Move Out

See the [Check In/Check Out](#) section of the Academic Catalog.

Federal Loan Refund Checks

Many times students are awarded loans in excess of the total amount of the account charges. Once the funds post to the student account, the excess funds create a credit on the account. When the Business Office determines that there is no existing balance from previous terms, in compliance with Federal Regulations, the BO will mail a refund check within 14 days from the date the credit was created on the account. This date is typically 1 week into the term, however, that date is subject to change.

Refund checks will not be expedited for any reason. It is University policy to mail all refund checks to the current address on file; they will not be held for personal pick-up or mailed via special instruction, i.e. Federal Express.

Student refund checks are processed according to federal regulations and University policies. For further details, please contact the University's Business Office.

Refund Grievances

In the event that a student must withdraw from the University because of sickness or unavoidable cause, he or she may grieve the refund amount by completing a Grievance Form. Please see the General Academic Regulations/Grievance Procedures section of this catalog. The student is required to provide additional documentation to support the appeal (e.g., doctor's verification of illness). Appeals cannot be considered until a Complete Withdrawal Form is submitted to the Office of the Registrar.

Title IV Calculations

Any federal financial aid recipient who withdraws from all classes is subject to a Federal Return of Title IV Aid Calculation. This calculation determines the amount of federal aid that the student and the school are eligible to retain and the amount that must be returned to the student's lender and/or the federal government. Title IV financial aid includes subsidized and unsubsidized Stafford Loans, Perkins Loans, Federal Plus Loans, Pell Grants, and Federal Supplemental Education Opportunity Grants (FSEOG).

The Office of Financial Services regularly runs reports that identify students who have completely withdrawn from classes. Official withdrawal occurs when the student submits a Complete Withdrawal Form to the Office of the Registrar.

The date of withdrawal for students is the date that the student submits the Complete Withdrawal Form to the Office of the Registrar. If a student does not apply for official withdrawal, there are two categories of unofficial withdrawal. First, if the school determines that a student did not begin the withdrawal process or otherwise notify the school of the intent to withdraw due to illness, accident, grievous personal loss, or other circumstances beyond the student's control, the withdrawal date is determined by the school from its consideration of circumstances beyond the student's control. The second category of unofficial withdrawal encompasses all other withdrawals where official notification is not provided to the school. For these withdrawals, commonly known as drop-outs, the withdrawal date is the midpoint of the payment period or period of enrollment, as applicable.

The federal calculation for the return of Title IV aid follows these regulations:

- In the case of withdrawal before the first day of classes, 100% of the student's Title IV aid must be returned.
- In the case of withdrawal prior to the 60% point in the semester, the Office of Financial Aid will calculate the percentage of the semester actually completed by the student. That percentage will be applied to the student's Title IV aid and will be

considered earned aid. The student may retain any earned aid. For example: If the semester is 100 days long and the student attends class for 45 days, they have completed 45% of the semester and, therefore, have earned 45% of any Title IV aid that was awarded them. In this instance, 55% of the student's aid would be returned to the federal government or to the student's lender.

- If the withdrawal occurs at or after the 60% point in the semester, 100% of the student's Title IV aid is considered earned. The University will retain 100% of its institutional costs for the semester, and the student may retain any remainder.

Students in their first year at Grand Canyon University may be subject to a different refund schedule and should contact the Office of Financial Aid for information.

Room and Board Refunds

See the Residence Life housing contract for specific information on room and board refunds.

Lopes Card/ Account

The University offers the Lopes Card/Account, convenient debit card system, to all students. This benefit enables students to make purchases at multiple locations on campus, including the Bookstore, Coffee House, AV Lab, Health Center, Library and Copy Center. These funds may also be used online at the University bookstore website. When the student purchases a meal or a textbook, etc., the cost of the item is deducted from the credit available on the account.

Traditional students receive an actual Card attached to the Account, which serves as the student identification card and contains the student's photo to deter unauthorized use. The Card is issued in the Public Safety department. For Online students, the Card is optional and may be requested; this Card will be mailed without a picture. Regardless of the Card, Online students are provided a Lopes Account, from which they may withdraw funds only at the University bookstore website.

Per a student request, the Business Office will apply funds to a student's Lopes Account. This credit must be purchased and the funds must be received at the time of the request, for example, a student wanting to add twenty dollars to their account must pay twenty dollars at the Business Office upon request. These funds will then be applied to the Lopes Account immediately and available on the Card.

Students receiving financial aid may also utilize the Lopes Account. A student wishing to have Financial Aid monies applied to their Lopes Account must make this request directly to the Business Office AND they must be financially "cleared" through the

Financial Aid department. Specifically, students must have completed all their Financial Aid paperwork and are ready for certification by the Financial Aid department. After the student has been cleared, a maximum amount of \$400.00 will be applied to their Lopes Account per semester. This charge will then be covered with excess Financial Aid funds coming in for that semester. Please note this is not an automatic application each semester. The University may not utilize Financial Aid monies without the permission of the student; this permission must be obtained each semester the student attends. Also, the student must be financially "cleared" each semester through the Financial Aid department. Once the student has made the request for Lopes funds AND is financially "clear", the funds should be available in 24 hours, with the exception of a Friday/Monday time period. Students will receive an email notification to their Canyon Cruiser account.

Any unused credit will remain on the card and can be used in future semesters or credited to the student's University account. This credit can also be refunded.

Some students are required to have funds applied as part of their living arrangements on campus. Board (meal) plans are required for some dorm residents and are optional for students living in the apartments and commuter students. There are no refunds for unused meals. Board plans are valid only during the semester in which they are purchased.

Whether required or requested, the amount is charged to the student's account at the Business Office and must be paid for under the same guidelines as tuition, fees, housing or other charges.

Room and Board

See the [Residence Life](#) section of the Academic Catalog for specific information on room and board.

Tuition and Fees

Tuition and fee information may be found on the University website. Please see the Student Life section for more information on housing.

- | | |
|---|----------------------|
| ▪ Graduate Online and Professional Studies | \$390/credit hour |
| ▪ *Graduate Nursing students | \$475/credit hour |
| ▪ Undergraduate Online and Professional Studies | \$360/credit hour |
| ▪ Undergraduate Traditional | |
| ▪ Credits 1-11 | \$500/credit hour |
| ▪ Block Tuition (12-18 credits) | \$6,000 |
| ▪ Credits 19+ | Block + \$500/credit |

	hour
▪ Application fee	\$100
▪ Graduation Fee	\$100
▪ Facilities Fee	\$250/term
▪ E-Portfolio Fee	\$ 65
▪ Health Insurance	\$653/term*
▪ Drop Fee	\$15
▪ Complete Withdrawal Fee	\$25
▪ Late-Add Fee	\$15

*\$653.00/term is the rate for students who are purchasing health insurance for a full academic year. The rate for the Spring term only is \$756.00 for International Students and Athletes, and \$804.00 for all other students.

Special Class Fees

Certain University classes require payment of fees or deposits for materials, breakage, and/or rental. Refer to the Program Director in the pertinent College for specific information.

All Traditional undergraduate students taking 9+ credits will be charged a \$250 Facilities Fee per semester.

All College of Education students must purchase the e-Portfolio fee through GCU. The fee covers two years of service and contains specific GCU curriculum.

All Traditional undergraduate students taking 12+ credits must purchase or choose to waive mandatory Health Insurance.

All students will need to purchase textbooks and other materials for courses and these expenses are in addition to the tuition & fees listed above.

Student Health Insurance

Mandatory Student Health Insurance

All traditional on-campus undergraduate students taking 12 credits or more and all student athletes, regardless of registered credits, are required to carry health and accident insurance. Students will be charged for the University-sponsored student health insurance upon registration.

In addition, all international students must carry health insurance, regardless of academic level or number of registered credits.

Those students taking less than 12 credits, professional studies students, off-site students, and graduate students are exempt from this University requirement and will not be automatically charged at the time of registration.

Student Health Insurance is provided by The Chickering Group, an Aetna Company. This

University-sponsored plan provides in-and-out patient coverage up to the limit (see current brochure for limit) of reasonable and customary charges. Insurance brochures are available in the Cooke Health and Wellness Center.

Waiving Health Insurance

A student with comparable health insurance, including coverage for acute and follow-up health care in the Phoenix area, may apply to waive the student health insurance. (An insurance policy with emergency only care in Phoenix is not considered comparable insurance.)

When submitting a waiver, students must complete the Insurance Waiver form, attach front and back copies of their insurance cards and return these documents to the Business Office on campus by the posted term deadline, September 11, 2006 for Fall, and January 15, 2007 for Spring. A new waiver and a copy of insurance card are due each academic year. All waivers are subject to verification and approval.

International students may not waive the mandatory student health insurance.

The University cannot waive student health insurance later than the deadline.

Voluntary Purchase

Those students taking less than 12 credits, professional studies students and graduate students are exempt from this University requirement, but may choose to enroll in the student health insurance. Off-site students may not choose to enroll in the student health insurance plan. The enrollment deadline is the same as the waiver deadline.

Information concerning coverage for additional family members may be obtained from the Cooke Health and Wellness Center.

Financial Aid

The purpose of student financial aid is to provide resources to students who otherwise would be unable to pursue a postsecondary education. The primary responsibility for meeting University costs lies with the student and his or her family.

Eligibility

To receive financial assistance, undergraduate and graduate students must be admitted to the University, be enrolled in a degree Program of Study, be in good academic standing, and be making satisfactory academic progress. Students who are admitted to a degree program on a provisional/conditional basis may be eligible for financial assistance according to the University's admission policy.

According to federal regulations, financial aid recipients must not 1) owe a refund on grants

previously received under the Federal Pell Grant, the Federal Supplemental Educational Opportunity Grant, or the Leveraging Educational Assistance Partnership Program; or 2) be in default or be delinquent on any federal student loans borrowed from federal, state, or institutional funding.

Application Process

The University uses the Free Application for Federal Student Aid (FAFSA). Students are encouraged to complete the FAFSA on the Internet at

<http://www.fafsa.ed.gov>. If a student does not have Internet access, they may complete a paper FAFSA that may be obtained from the Office of Financial Aid or from most high schools. The University does not require any of the supplemental forms processed by the College Scholarship Service (CSS) or American College Testing (ACT), for which there is a fee charged.

Students will need to allow four to six weeks for processing on any of the listed application processes.

Preference/Deadline Dates

Students, new and returning, are strongly encouraged to submit initial or renewal FAFSA applications as soon as possible after January 1st of each year.

Some types of financial aid have limited funding. Students whose FAFSA applications are delayed run an increased risk of receiving reduced awards. Only students who have applied for admission to Grand Canyon University will be issued a financial aid award.

Financial Need Assessment

After the Office of Financial Aid has received all appropriate documentation to complete a student's financial aid file, the student's financial need and the types of awards that he or she may qualify for will be determined according to the information received.

Financial need equals the student's Cost of Attendance (COA) less the sum of the Parent Contribution (PC) and the Student Contribution (SC).

$$\text{COA} - (\text{PC} + \text{SC}) = \text{Financial Need}$$

The student's COA includes, but is not limited to, tuition, fees, room, board, transportation, books, supplies, and personal/miscellaneous expenses. The amount of the Student Contribution and Parent Contribution, if applicable, is determined according to the information provided on the FAFSA. Please contact your Finance Advisor if you have unusual circumstances that may affect the determination of your financial need. The primary goal for the Office of Financial Aid is to assist students in paying for their educational investments by evaluating the student's family's ability to pay for educational costs,

distributing limited resources in an equitable manner, and providing a balance of gift aid and self-help aid. Financial aid staff are available to discuss the student and/or parent contribution and any other questions that may arise regarding a student's financial aid package.

Please be aware that any changes made to any of the answers originally provided on a FAFSA may change financial aid award amounts. Likewise, if your financial aid record is selected for verification, any changes made during the verification process may also change financial aid award amounts.

Award Procedures

Students who are interested in participating in the Federal Work Study program must contact Career Services at careerservices@gcu.edu for information on the application procedure for jobs on- and off-campus. See the Student Employment section for more detailed information.

Financial Aid and Enrollment

Undergraduate students must be enrolled in at least 12 credits per semester to be considered full-time students and receive full financial aid benefits. Graduate students must be enrolled in at least five credits per semester to be eligible to receive full financial aid benefits. Undergraduate students enrolled part-time may be eligible for a prorated portion of their financial aid. Some undergraduate programs require at least six credits per semester and all graduate programs require at least five credits per semester to receive federal aid. Students who receive any institutional scholarship (i.e. academic, departmental, endowed, and/or merit) must maintain continued full-time enrollment status. Refer to the specific requirements for your scholarship that are available in the Office of Financial Aid. Courses taken at other colleges do not count as enrollment at Grand Canyon University for financial aid/scholarship purposes.

Inform the Office of Financial Aid

Students who receive additional outside assistance must report this fact to the Office of Financial Aid at once. Any changes that are made to your enrollment status (withdrawals, grade option, etc.) must be reported to the Office of Financial Aid in addition to the Office of Academic Records and the Business Office.

Satisfactory Academic Progress

Satisfactory academic progress is evaluated at the end of each spring semester for all students who attended Grand Canyon University during that academic year. Every academic year begins with the Summer semester, continues through the Fall semester, and ends with the Spring semester. All

students are required to maintain satisfactory academic progress toward the completion of their degree to maintain their eligibility for all institutional, state, and federal financial aid awards. In addition, all athletic award recipients must maintain their eligibility according to the NCAA regulations and this Satisfactory Academic Progress Policy. Satisfactory academic progress includes two equal components that are referred to as qualitative and quantitative measurements.

Qualitative: Undergraduate students must maintain a minimum cumulative GPA of at least a 2.00 for all Grand Canyon University coursework. Graduate students must maintain a minimum cumulative GPA of a 3.00 for all Grand Canyon University coursework.

Quantitative: Students receiving financial aid must demonstrate progress toward degree completion. Federal regulations require students to complete their Program of Study within a measured maximum time frame that cannot exceed 150% of the published length of the program. To determine the quantitative satisfactory academic progress component, the number of required credits to earn a degree is multiplied by 150%. (For example, if 128 credit hours were needed to earn a degree, multiply 128 by 150%, which would equal 192 credit hours.) The sum of the number of earned credits multiplied by 150% will be the maximum number of attempted credit hours for which a student can receive aid.

At the end of each year, students must complete and earn at least 67% of the credit hours attempted during each academic year. Failed grades (F) will be counted as attempted credits but will not be counted as earned credits. Incomplete courses and withdrawals do not count as earned credits but are counted as attempted credits. Credits earned for repeated coursework, in addition to the original credits, will be counted as earned and attempted credits.

Transfer and readmitted students must follow the above referenced Satisfactory Academic Progress Policy. Accepted prior credits and transfer credits will be calculated as part of the measured maximum time frame component.

Students who fail to maintain the minimum requirements of either the qualitative and/or quantitative component of the Satisfactory Academic Progress Policy will be placed on probation status but will still be eligible to receive financial aid during their probationary period. However, if those students fail to meet any one or all of the minimum satisfactory academic progress components at the end of their probationary status, they will be placed on financial aid suspension and will not be eligible to receive any financial aid during their suspension period. Students on suspension status who had extenuating circumstances that prevented them from

maintaining satisfactory academic progress eligibility may submit a Grievance Form to the Office of Financial Services for review. All students suspended from financial aid who rectify the deficiencies outlined in their notice of suspension must inform the Office of Financial Services so that relevant information may be reviewed to determine the student's eligibility status.

Student Responsibilities

Each student should do the following:

Accurately complete and return all applications, additional documentation, verification forms, corrections, and/or new information that is requested by the Office of Financial Services or any other agency providing financial assistance. Errors or omissions may delay the disbursement of eligible funds.

Read and understand all documentation and/or agreements that he/she signs and submits to any department and/or agency.

Review the award letter and all other notices sent to him/her regarding the responsibilities and conditions that must be adhered to by students receiving financial aid.

Understand what portion of his/her financial aid package is gift-aid (it does not have to be repaid or earned) and what portion is self-help aid (it must be repaid or earned). If any portion of the self-help aid is in the form of a student loan, the student must know the total amount of the loan, the interest rate assessed to the amount borrowed, the repayment schedule, the time-frame of the repayment schedule, and the start date for the repayment schedule.

Notify the lender(s) of any changes to his/her name, address, and enrollment status if the student is a loan borrower.

Review and understand the amounts pertaining to the cost of attendance and the Refund Policy for Grand Canyon University as stated in the Financial Information section of the University Catalog.

Review and comply with all rules and regulations pertaining to academic, financial aid, and University conduct policies.

Know that any intentional misrepresentation of information on applications and/or documentations submitted for federal financial aid is a violation of law and is considered a criminal offense subject to penalties under the U.S. Criminal Code.

Be aware of the appeal process and procedures.

Scholarships

The University makes an effort to provide scholarships and awards to students based on outstanding performance. For clarification purposes,

the terms scholarships and grants-in-aid will be used when achievement and/or merit are the primary consideration in determining eligibility.

The purpose of the academic scholarship program is to enable undergraduate students to complete their bachelor degree. GCU scholarships are not awarded for summer courses. GCU scholarships do not apply to second degrees or double majors. Most baccalaureate programs at Grand Canyon University require 128 hours to complete. If a student declares a major that requires more than 128 credit hours to complete, then the academic scholarship may apply for the necessary additional hours required to earn the degree. A Financial Aid Appeal Form must be completed to request this. However, scholarships would not be applicable if a student chooses to change majors necessitating additional courses above the 128 hours required for a degree.

Endowed and academic scholars must enroll in at least 12 credit hours each semester at Grand Canyon University in which the scholarship is used unless the student is graduating at the end of the semester and needs less than 12 credits to graduate. In this case, the scholarship may be prorated for the number of hours required to complete the degree for the last semester of the study only. A Financial Aid Appeal Form must be completed to request prorating. Students may not receive more than 50% of their tuition costs in scholarships generated by institutional funds, with the exception of grants-in-aid and Scholars 100 scholarships.

If students use the scholarship award to pay the tuition for a course and then withdraw, the award will be adjusted accordingly; students are advised to check with the Business's Office for information regarding the effect of the scholarship adjustment to their student account balance. Recipients of any Grand Canyon University scholarship that requires full-time enrollment will lose that scholarship if they drop below full-time enrollment. The scholarship will be revoked for the semester that the student dropped below full-time status and for all future semesters. Students can appeal any scholarship by completing a Financial Aid Appeal Form.

If students lose an academic scholarship because their GPA falls below the requirement or because their enrollment drops below full-time status, the scholarship may not be regained. If the scholarship was lost due to GPA only, students may qualify for other scholarships.

Scholarship Requirements

Unless otherwise specified, the minimum requirements for a Grand Canyon University scholarship are listed below.

Enrollment. Register and complete the minimum credit hours each semester at Grand Canyon University, depending on the individual requirements

of the scholarship. Audited classes do not count towards credit hour requirements. The taking of audit classes may adversely affect your financial aid. It is strongly recommended that you contact the Office of Financial Aid before choosing to audit a class.

GPA. Maintain a minimum Grand Canyon University cumulative grade point average (GPA) of at least 2.0.

Undergraduate credit hours. Traditional, undergraduate scholarships may be renewed for up to 128 undergraduate credit hours at Grand Canyon University. If you declare a major that requires more than 128 credit hours, please contact the Office of Financial Aid.

Students may receive only one GCU Academic Scholarship during a given academic year.

Academic Excellence Scholarship

Students with a demonstrated record of academic excellence are eligible to apply for this scholarship. Once earned, the scholarship is renewable for four years, provided the renewal criteria are satisfied. The deadline to apply for this scholarship is May.

Students who would like more information about this scholarship may contact the Office of Enrollment at 800-800-9776, ext. 6478 to request an application.

ROTC Scholarships

Army ROTC scholarships are available to Grand Canyon University students. Scholarships vary in amount and provide an allowance for tuition, fees, textbooks, and living expenses. For information, contact the Grand Canyon University Army ROTC Scholarship Officer at (602) 639-6340 or rotcofficer@gcu.edu.

High school students applying for the 4-year scholarship should log onto <http://www.armyrotc.com> and follow the 4-year scholarship link. For more information, contact the GCU ROTC Scholarship Officer.

Current college students may apply for a scholarship based on the time remaining to complete their degree by contacting the GCU ROTC Scholarship Officer.

Christian Service Scholarships

The purpose of the Christian Service Scholarship (CSS) is to develop Christian student leaders through the various Grand Canyon University ministries so that greater ministry impact can be achieved in the GCU, local, and global communities. Scholarship assistance will be provided to selected full-time undergraduate students in good academic standing with the University. These students will represent GCU and fully support its Mission, Guiding Principles, and Five Pillars in addition to the University's Christian heritage. The deadline to apply for this scholarship is April.

Students who are interested in learning more about this scholarship should contact the Office of Spiritual

Life to obtain an application. Applicants can call 800-800-9776.

Resident Aide Scholarships

The position offers an excellent opportunity for those interested in helping students solve their problems and meet the challenges of college life, as well as offering an opportunity to begin developing leadership and management skills and to stretch your spiritual growth.

Students who are interested in learning more about this scholarship should contact the Office of Residential Life to obtain an application. Applicants can call 800-800-9776.

Associated Students of Grand Canyon University (ASGCU) Representative Scholarships

ASGCU Representative Scholarships are open to all current and new students who desire to serve the student body in their student government through leadership, community building and ownership in student activities. Each ASGCU Representative will be required to serve on one of the 6 below committees:

- ASGCU Events;
- ASGCU Communications;
- ASGCU Athletic Support;
- ASGCU Intramurals;
- ASGCU Marketing; or
- ASGCU Community Service.

The application deadline for positions is March. Students who are interested in learning more about this scholarship should contact the Office of Student Life to obtain an application. Applicants can call 800-800-9776.

Associated Students of Grand Canyon University (ASGCU) Cabinet Scholarships

ASGCU Cabinet Scholarships are open to all current students who desire to serve the student body in their student government through leadership, community building and ownership in student activities. Cabinet Positions are:

- ASGCU President (Elected Position)
- ASGCU Vice President (Elected Position)
- ASGCU Event Coordinator
- ASGCU Communication Coordinator
- ASGCU Intramural Coordinator
- ASGCU Marketing Coordinator
- ASGCU Community Service Coordinator
- ASGCU Student Voice Coordinator

The application deadline for positions is March. Students who are interested in learning more about this scholarship should contact the Office of Student Life to obtain an application. Applicants can call 800-800-9776.

Men's and Women's Athletics Grants-in-Aide

Interested scholar-athletes may contact the Office of Enrollment at 800-800-9776, ext. 6478 to request an application.

Loan Programs

Loans are often part of a financial award package and are considered self-help aid. They provide students with an opportunity to defer part of their educational costs by borrowing now and paying later.

Please note that the FAFSA must be submitted each academic year and is required to establish the student's eligibility for federal student loans. Likewise, eligibility for certain loans and loan amounts may change according to the information reported on all required documentation.

Federal Carl D. Perkins/National Direct Student Loan Program (NDSL)

The Federal Perkins Loan provides low interest, long-term loans for graduate and undergraduate students who are United States citizens or permanent residents. The amounts awarded vary, depending on financial need and the availability of limited funds. No interest is charged nor is repayment required while the borrower is enrolled at least halftime. Nine months after the borrower ceases to be enrolled at least half time, payments begin at an interest rate of 5%. Loan repayment must be completed within a ten-year period at a minimum repayment rate of \$40 per month. Under certain circumstances, a portion of the loan may be canceled for designated public service. To be considered for this loan, a student must file the application for Federal Student Aid. The application procedure is described in the Financial Aid Application Process section.

All financial records pertaining to Federal Perkins Loans awarded to Grand Canyon University students are maintained by the Grand Canyon University Business Office. They may be reached at 1-800-800-9776 ext 2880 or locally at 602-639-6605. For questions on award amounts only, please contact the Grand Canyon University Office of Financial Aid at 1-866-343-3734 or locally at 602-639-6600.

Federal Perkins Loan Requirements

Recipients of the Federal Perkins Loan must sign a Promissory Note.

The Federal Perkins Promissory Note must be signed before the Perkins Loan will credit your student account. Loans for any Summer semester cannot credit your student account before July 1.

Undergraduate students must be enrolled for at least 6 credit hours a semester in an eligible program at Grand Canyon University to qualify for this loan.

(Audited classes do not count towards the 6 credit hours.)

Graduate students must be enrolled for at least 5 credit hours a semester at Grand Canyon University to qualify for this loan. (Audited classes do not count towards the 6 credit hours.)

Federal Family Education Loans (FFEL)

These loans are secured from an off-campus lending agency such as a bank, credit union, savings and loan association, or insurance agency. To be considered for this loan, a student must file an Application for Federal Student Aid.

Both subsidized and unsubsidized loans have the same terms and conditions, except unsubsidized loan borrowers are responsible for interest that accrues during all in school, grace, and deferment periods.

A student must be enrolled at least halftime in order to be eligible for a Stafford loan.

Annual and Aggregate Loan Limits

	Academic Year Dependent Status Maximum Federal (Subsidized & Unsubsidized)	Academic Year Independent Status Maximum Federal (Subsidized & Unsubsidized)
Annual Limits		
Year 1	\$2,625	\$6,625
Year 2	\$3,500	\$7,500
Year 3, 4, & 5	\$5,500	\$10,500
Graduate/ Professional		\$18,500
Aggregate Limits		
Undergraduate	\$23,000	46,000
Graduate/ Professional	n/a	\$138,500

The interest rate for all borrowers is determined each year and is announced during the month of July.

See the Office of Financial Services for the most current interest rate that applies to Federal Student Loans.

Borrowers must meet the general eligibility requirements and be enrolled at least halftime each semester in an eligible program.

Repayment on the principle loan balance and the interest begins six (6) months after the borrower drops below half-time enrollment status or graduates.

Monthly loan payments will not be less than fifty dollars (\$50) and must be repaid within the time-period specified by the terms of your repayment contract.

Applications for Federal Student Loans are available from the Office of Financial Aid for Grand Canyon University.

PLUS Loans

PLUS Loans are for parent borrowers. This loan provides additional funds for educational expenses and, like the Stafford, is made by a lender such as a bank, credit union, or savings and loan association. The PLUS Loan enables parents to borrow up to the full cost of attendance less any other financial aid for each eligible dependent. This rate may vary from year to year. Call your lender to obtain the current interest rate. PLUS Loan borrowers must begin repayment within 60 days after the loan is disbursed. Before the PLUS Loan can be awarded, a determination must be made to see if the student is eligible for the Stafford. To be considered for the PLUS loan, a student must file an application for Federal Student Aid.

Graduate PLUS Loan

The Federal Graduate PLUS loan is a low-interest federal student loan, guaranteed by the US government. Like its undergraduate counterpart, the Graduate PLUS loan can be used to pay for the total cost of education, less any aid that you have already been awarded. Also like the undergraduate version of the loan, eligibility for the Graduate PLUS loan is largely dependent on the credit rating and history of the borrower, as opposed to the purely financial-need based Graduate Stafford Loan.

Disbursement of Student Loans

The United States Department of Education requires that there be multiple disbursements of loans. If the loan period is for one semester, the loan must be disbursed in equal amounts; the first half to be disbursed at the beginning of the semester and the second half to be disbursed after the mid-point of the semester. The loan disbursement dates are dependent upon the receipt date of the loan application and the federal regulations. According to federal regulations, first-time, first-year undergraduate borrowers may not receive their first loan disbursement for the academic year until after 30 days have passed from the first day of classes. Contact the Office of Financial Services for more information regarding disbursement of federal student loans.

Students Receiving Over-awards

Federal regulations require all schools to return the amount of federal assistance disbursed to a student that is greater than the amount earned by the student according to the number of days the recipient

is enrolled as a student. (Refer to the Refund Policies listed earlier in this catalog for more details.) Therefore, the University will withhold and promptly return to the lender the federal loan disbursement not yet delivered to the student that exceeds the eligible amount of assistance, including all financial aid awards. The school may only return to the lender the calculated ineligible portion.

Student Employment

Student employment at Grand Canyon University seeks opportunities to provide academic or career oriented jobs, develop life skills, and meet college expenses. Employment opportunities include Federal Work Study (FWS), Non-Federal Work Study (NFWS), community service, and off-campus jobs. Positions are posted daily on the northeast outside wall of the Office of Student Life. Information regarding work-study positions may be obtained from Career Services.

Employment Guides are also available from the Human Resources Office to assist students with employment procedures.

Federal Work Study Programs (FWS)

Federal Work Study is a federally funded program that provides job opportunities to students who are eligible to participate in need-based financial aid.

Eligibility: Students must be a US citizen and be registered at least halftime to apply for a work-study job. Students must also complete a FAFSA and will be eligible according to their cost of attendance and estimated family contribution.

Hours: GCU generally recommends students work no more than 20 hours per week while classes are in session.

Remuneration: Students are paid hourly minimum wage unless the employer states differently.

Restrictions: Students must not earn more than the awarded amount of Federal Work Study. Appeals to increase your award can be obtained in the Financial Services Office.

Community Service Jobs: Federal Work Study students are able to apply for a community service position. Community service employers provide services designed to improve the quality of life for community residents, particularly low-income individuals. The majority of community service positions are located off campus.

Non-Federal Work Study

Non-Federal Work Study is funded by the employing department at GCU and provides job opportunities to students needing to earn money during their enrollment.

Eligibility: The employer determines if a student is qualified to perform the duties a position requires. The FAFSA and proof of financial need is not required.

Remuneration: The employer determines the rate of pay for each position.

How to Apply: A student completes a Student Employment Application available from the Office of Student Life. The front desk assistants will make copies of the application for you to distribute to potential employers and the original must remain on file in the Office of Student Life, which has listings of current positions available to assist in your search. The student is responsible for distributing their application and setting up interviews for the desired positions. When the student is hired for a position, the student will be required to complete a Payroll Authorization Form available from the Office of Student Life. The form will be sent to Accounting and then returned to Student Life upon approval. Student Life will contact the student to pick up the approved authorization. The student will then be responsible to submit the approved Payroll Authorization Form to the Human Resource Department and will be required to complete an I-9 and W-4 forms. At this time, the student will be required to present a government issued picture ID and a Social Security card. After the student's identification has been received, the student will receive a Work Permit that the student will submit to their employer before working.

On campus Federal Work Study and Non-Federal Work Study employees will not be able to work without a completed Work Permit and Payroll Authorization Form. Federal and Non-Federal Work Study positions are paid bi-monthly. Paychecks are available from the Business Office. A student employed by GCU must be registered for at least six credit hours in order to maintain his/her exemption from Social Security taxes. Students are unable to receive state unemployment upon termination of their position.

Student Responsibilities

Students are expected to do the following:

- Report to work promptly.
- Notify supervisors in advance if they will be late or absent from work.
- Refrain from conducting personal business and schoolwork on the job.
- Accurately report the hours worked (sign time sheet).
- Dress appropriately according to position.
- Monitor earnings in relation to their Federal Work Study award.

Give two weeks notice before resigning.

General Information

The Office of Student Life hours are 8AM to 5PM, Monday through Friday. To contact by phone, please call (602) 589-2847.

Off-Campus Jobs

The Office of Student Life is also available to assist in the search for employment off campus. Students can view available job listings and acquire job information from the Job Binder. Students are then responsible for contacting the employer to schedule an interview and to submit their resume.

Approvals

Grand Canyon University is approved for training eligible students in the following government programs: the Department of Education Title IV programs, Veterans Education, Indian Health Service, Vocational Rehabilitation, Tribal Agencies, and the Bureau of Indian Affairs.

International Student Employment

International students who wish to work while in the U.S. must be aware of and comply with federal employment regulations. Working illegally while in the U.S. is a serious offense that can result in loss of immigration benefits or deportation. All international students must confer with the staff of the Center for International Education before accepting or beginning any employment.

Students must maintain legal immigration status in order to be eligible to work. Employment is limited to 20 hours per week during periods of enrollment and may not interfere with the student's full-time study. During periods of non-enrollment students may work full-time.

On-campus Employment

International students with F-1 status may be employed on campus without obtaining special permission from the U.S. Citizenship and Immigration Services (USCIS) provided they are maintaining legal immigration status. Nonetheless, international students should check with the Center for International Education to be sure the prospective job is permissible.

Off-campus Employment

After being enrolled full time for one academic year (two semesters), international students may be eligible for employment off-campus; however, opportunities are limited. Consult with the Center for International Education for more information.

Below is a listing of the three primary types of off-campus employment that are available to international students.

1. Practical Training (PT)

PT is a benefit that allows F-1 students to gain practical experience working in the US in their

field of study. There are two types of PT, Optional Practical Training (OPT) and Curricular Practical Training (CPT).

- a. OPT may be taken either during or following completion of the degree program, but is most feasible following completion because of the amount of time it takes to apply. Students are allowed a total of 12 months of OPT.

The International Student Coordinator in the Center for International Education will determine eligibility for OPT and may recommend to USCIS that work authorization for OPT be given. Prior to submitting an application for OPT, students must have completed full-time enrollment in two terms of the degree program, and the application must be submitted to USCIS prior to completion.

USCIS will review the application and upon approval will issue an Employment Authorization Document (EAD) card as legal permission to work. Students must have the EAD in their possession before they begin to work. Students are not required to have a job offer to apply for OPT.

- a. CPT may be authorized for those F-1 students who have enrolled in an internship course and have an internship job (firm offer) that has been certified through the college and the Center for International Education. Any time up to 12 months on full-time CPT does not detract from a student's OPT. Students who complete 12 or more months of full time CPT, however, are not eligible for OPT.

7. Severe Economic Relief

Students must be in legal status and enrolled full-time for at least one academic year before becoming eligible for employment to promote severe economic relief. Students must be able to prove to USCIS that employment is necessary due to severe economic hardship caused by circumstances beyond his or her control that arose after obtaining F-1 status. Severe economic hardship may be difficult to prove, and most students do not take advantage of this type of employment.

8. Employment with an International Organization

This type of employment is very limited and must fit within the guidelines of the International Organization Immunities Act. It may require a change of status that could be detrimental to the student's status.

International Student Tax-Reporting Responsibilities

International students have some responsibilities for reporting to the Internal Revenue Service each year. Students may be subject to U.S. taxation based on the source and type of income and the number of years they have been present in the U.S.

Each tax year, all international students must file Form 8843. Those who earned income from a U.S. source must file Form 1040NR or 1040NR-EZ. Grants and scholarships may be subject to taxation. Generally, tax forms must be filed by April 15 for the previous tax year (January 1 – December 31).

It is student's responsibility to determine tax liabilities and file the appropriate forms in a timely manner.

The Center for International Education will provide tax information and resources for international students. However, the staff is not trained as professional tax consultants and cannot complete and/or file the forms for you.

Social Security Number

The Social Security Number (SSN) has in many cases taken the role an identification number that is routinely requested by businesses and other institutions. In recent years, the issuance of Social Security Numbers has been limited, particularly for international students.

A Social Security Number (SSN) is required in order to be employed in the U.S. For F-1 students to obtain an SSN, they must have employment on-campus or have other work authorization like Curricular Practical Training or Optional Practical Training. To apply for a SSN on the basis of an on-campus job, students must provide a letter from the campus

department and the Center for International Education, verifying the job and eligibility.

The following documentation will be necessary to present when applying:

- Unexpired passport containing F-1 visa
- Form I-94 Arrival/Departure record
- I-20 form
- One other piece of identification – a student ID card, driver's license, etc.
- Letter of eligibility from the Center of International Education
- Letter from campus department where you will be working

To apply on the basis of Curricular Practical Training (CPT), after approval for the internship and registration for an internship course, the staff in Center for International Education will generate a new I-20 that lists your work permission for that specific employment. In the case of Optional Practical Training (OPT), you will apply for it in your last semester of study and upon approval from U.S. Citizenship and Immigration Service (USCIS) you will receive a card showing your work authorization. Please see staff in the Center for International Education for these types of employment.

After obtaining one of the above types of authorization and hold the documentation, you may apply for a Social Security Number. Go in person to the Social Security Administration office, located at 5907 W. Kings Avenue, Glendale, AZ 85306, which is one block south of Bell Road at the southwest corner of 59th and Kings Avenues.

Evaluation of Transfer Credit

General Policies

If the Office of Academic Records is unable to determine specific applicability for an acceptable course, general elective credit will be granted. It is then the student's responsibility to provide additional documentation if he or she wishes to receive specific credit for the course. If a student disagrees with the way credit has been awarded, he or she may appeal to the faculty of the department or college in which credit is desired. The evaluation may be adjusted upon receipt of written instructions signed by the department chairperson (and dean, if applicable).

Students transferring from GCU to another educational institution are subject to that institution's transfer credit policy. All institutions reserve the right to refuse credits for transfer; therefore, students are encouraged to consult that institution's policy. Grand Canyon University cannot control how, or if, other institutions accept credits earned at GCU. The following policies apply to credits students have earned at other institutions and wish to transfer to GCU.

The following guidelines are used in determining acceptability of courses:

The University generally accepts courses from regionally accredited colleges and universities provided the work is not of a highly specialized nature and a grade of C or better is earned. Transfer Credit Practices of Designated Educational Institutions, published by the American Association of Collegiate Registrars and Admissions Officers, is used as a general guide in determining acceptability. No course with a grade below C will count toward the required number of hours for graduation for an undergraduate degree.

In order to accurately and consistently evaluate foreign credentials, Grand Canyon University requires all international college or university transcripts to be evaluated by a University-approved evaluation service. Obtaining an evaluation is an additional step to awarding college or university credit from foreign transcripts. The fee for evaluation is the responsibility of the student.

The University will recognize a maximum of 83 hours of lower division and 15 hours of upper-division credit from regionally accredited colleges or universities. Among the 83 lower division credits may be community college credit, technical credit, military service credit, professional/life learning credit, and/or credit by examination. Credit will be granted only for courses with grades of C or better. See the section entitled Direct Transfer Plan for additional

information regarding the acceptability of associate degrees earned at community colleges.

Credit earned at colleges and universities that are not regionally accredited will not be accepted.

A Guide to the Evaluation of Educational Experiences in the Armed Services is used as a resource in evaluating credit earned while serving in the armed forces. Four hours of physical education credit will be awarded upon submission of the DD-214. Other credit will be granted only for work in liberal arts areas. No technical credit will be accepted. All work will be considered lower division. Credit will not be awarded if a student has earned 83 or more college credits prior to completion of the military training program.

A maximum of 16 hours technical credit earned at a regionally accredited college or university will be accepted as general elective credit toward graduation.

The University does recognize and award some credit for life experience and/or professional training. Students should contact their Academic Advisor for details. The University will award no more than 30 credit hours for life/professional training and such credit is only available at the undergraduate level.

The University reserves the right to require students to validate certain credits by testing, if necessary.

When coursework is equivalent, transfer credit from a semester system institution is evaluated and placed onto the academic record on a 1:1 ratio, e.g., 3 semester hours are evaluated as 3 semester hours on the academic record.

When coursework is equivalent, transfer credit from a quarter system institution is evaluated and converted to semester hours on a 1:.66 ratio (See equivalency table below).

Quarter Hours	Equivalency in Semester Hours
5	3.33
4	2.66
3	2.00
2	1.33
1	.66

Courses that are evaluated and converted to a fractional amount of credit (e.g., 2.66) will be rounded up or down accordingly in content to satisfy the content requirement of a given GCU course.

Example A:

If a student completed 4 quarter hours of ENG 101, the hours would be converted to 2.66 semester hours of ENG 101 at GCU. For purposes of fulfilling the course content requirement, this would be rounded

up to 3 credit hours and the student would then fulfill GCU's 3 semester hour ENG 101 content requirement. However, the student would earn only 2.66 semester hours toward the overall requirement of 128.

Example B:

If a student completed 3 quarter credit hours of ENG 101, the hours would be converted to 2.00 semester hours of ENG 101 at GCU. The 2 credit hours would count toward the overall requirement of 128 hours, but would not fulfill GCU's 3 semester hour ENG 101 content requirement. The student would have to take ENG 101 at GCU because there is no 1-hour course equivalent to ENG 101.

Undergraduate Students

All undergraduate students accepted to Grand Canyon University with prior college or university course credit will receive an official transfer credit evaluation from the Office of Academic Records showing how the courses completed at each previous school will transfer. Evaluations will include the total number of credits accepted, as well as a course-by-course breakdown indicating how each class may be applied toward University graduation requirements. Courses may be accepted as upper or lower division general electives, upper or lower division major or minor electives, or as directly equivalent University courses. Students who wish to substitute credit for a course taken either externally or internally toward the completion of a degree program must complete and submit a Special Study Request Form.

Graduate Students

Graduate students accepted to Grand Canyon University who wish to have transfer credit evaluated must submit a Graduate Transfer Credit Request Form, official transcripts, and in some cases, course descriptions to the Office of Academic Records for review. Upon review the Office of Academic Records will provide an official credit evaluation to the student showing the total number of credits accepted, as well as a course-by-course breakdown (if applicable) indicating how each class applies toward University graduation requirements.

The following guidelines are used in determining acceptability of graduate course:

The University generally accepts courses from regionally accredited colleges and universities provided the work is equivalent to a Grand Canyon University graduate level course, has been earned in conjunction with the completion of a 500 level or higher course, and a grade of B or better was earned.

The University will accept up to 12 credits or 1/3 of the total program requirements in transfer (whichever is less).

College of Education Graduate Transfer Restrictions

The first course of the graduate-level Education Programs of Study cannot be satisfied by transferred credits.

Transfer Credit

Record of previous experience or work transferred from another institution must be filed with the Office of Academic Records prior to enrollment in the final semester before graduation.

In order for course work, completed at another institution while the student is enrolled at GCU, to be considered for graduation purposes, transcripts must be received by the Office of Academic Records prior to enrollment in the final semester before graduation. After transcript evaluation, the student will be notified if the credits may be applied to his or her degree at GCU.

Students who can document work experience and/or formal training may submit that documentation for evaluation to determine if they are eligible for academic credit.

The University will recognize no more than 83 hours of lower-division credit, plus an additional 15 hours of upper-division credit, if appropriate. Transfer students who received credit by examination at a previous college must submit an official score report to Grand Canyon University's Office of Academic Records for evaluation. Credit given for experience or testing does not automatically transfer from one school to another.

Additional Transfer Credit Options

Many students who come to Grand Canyon University have achieved college-level mastery of certain subjects through advanced high school programs or by other means not generally recognized for college credit. For this reason, the University actively participates in the following:

- Advanced Placement (AP);
- College Level Examination Program (CLEP) of the College Entrance Examination Board;
- American Council on Education (ACE);
- Professional Schools and Training (PST); and
- Life Learning Papers (LLP).

Upon receipt of official score reports for these assessments, up to 30 semester hours of college credit may be awarded as indicated by the tables that follow.

Certain restrictions apply to these programs. Credit will only be given when it does not duplicate credit previously earned and is not for a course more elementary than one for which the student has

earned college credit. CLEP credit will be given only for examinations completed after July 1965.

Advanced Placement Requirements (AP)

Exam	Score	Hours	Equivalency
Art History	5/4 3	6 3	ARH 233/234 ARH 233 or ARH 234
Art Studio – Drawing	5 4	6 3	Humanities Electives Humanities Elective
Art Studio – General	5 4	6 3	Humanities Electives Humanities Elective
Biology	5 4 3	8 4 4	BIO 181/182 BIO 181 BIO 100
Chemistry	5 4 3	8 4 4	CHM 113/115 CHM 113 CHM 101
Computer Science A	5/4	3	CSC 100
Computer Science AB	5/4 3	6 3	CSC Electives CSC Elective
Economics – Intro Macro	5/4	3	ECN 201
Economics – Intro Micro	5/4	3	ECN 202
English – Language/Comp	5/4	6	ENG 101/102
English – Literature/Comp	5/4	6	ENG 101/102
Environmental Science	5/4	3	Science Elective
French – Language	5/4	12-16	FRE 101/102/201/202 + dept conference
French – Literature	5/4	12-16	FRE 101/102/201/202 + dept conference
German – Language	5/4	12-16	GER 101/102/201/202 + dept conference
History – American or European	5/4 3	6 3	HIS 107/108 HIS elective
Mathematics – Calculus AB	5/4	8	MAT 270/271
Mathematics – Calculus BC	5/4 3	12 4-8	MAT 270/271/272 possible LD MAT credit + dept conference
Music	5/4	3	Humanities

Exam	Score	Hours	Equivalency
Physics B	5 4 3	8 4 4	PHY 111/112 PHY 111 PHY 101
Physics C – Electricity/Magnetism	5/4	4	PHY 112
Physics C – Mechanics	5/4	4	PHY 111
Political Science – Am Govt & Pol	5/4	3	POS 252
Political Science – Co Govt & Pol	5/4	3	POS 380 LD credit
Psychology	5/4	3	PSY 101
Spanish Language	5/4 3	12-16	SPA 101/102/201/202 + dept conference Possible LD SPA credit + dept conference
Spanish Literature	5/4 3	12-16	SPA 101/102/201/202 + dept conference Possible LD SPA credit + dept conference
Statistics	5/4	3	MAT 213

College Level Examination Program Requirements (CLEP)

General Examination:	Score	Hours	Equivalency
English Composition w/Essay:			
1978 Scale	610+	6	ENG 101/102
1986 Scale	500+	6	ENG 101/102
CBT Scale	50+	6	ENG 101/102
Humanities	50+	6	Humanities Electives
Mathematics	50+	3	MAT 120
Natural Sciences	50+	8	Elective Credit
Social Sciences and History	50+	6	Elective Credit
Subject Examination:	Score	Hours	Equivalency
American Government	50+	3	POS 252
American History – Early Col. To 1877	50+	3	HIS 103
American History – 1865 to Present	50+	3	HIS 104
American Literature	50+	3	ENG Elective
Analysis and Interp.of Literature	50+	3	ENG Elective Credit

Calculus with Elementary Functions	60+	4	MAT 270
College Algebra (1993) (Replaces College Algebra {1979})	50+	3	MAT 121
College Algebra and Trigonometry	50+	3	MAT 121
College French	42-51	8	FRE 101/102
College French	52-80	16	FRE 101/102/201/202
College German	42-51	8	GER 101/102
College German	52-80	16	GER 101/102/201/202
College Spanish	42-51	8	SPA 101/102
College Spanish	52-80	16	SPA 101/102/201/202
English Literature	50+	3	ENG Elective
Freshman College Composition with Essay (Replaces College Composition and Freshman English)	50+	6	ENG 101/102
General Biology	50+	8	BIO 181/182
General Chemistry	50+	8	CHM 113/115
Human Growth and Development	50+	3	PSY 341 LD credit
Information Systems and Computer Applications	50+	3	CIS 180 A, B, C
Introduction to Educational Psychology	—	0	No Credit
Introductory Accounting	50+	6	ACC 211/212
Introductory Business Law	50+	3	Bus Elective
Introductory Psychology	50+	3	PSY 101
Introductory Sociology	50+	3	SOC 101
Principles of Macroeconomics (Replaces Introductory Macroeconomics)	60+	3	ECN 201

Principles of Management	—	0	No Credit
Principles of Marketing	—	0	No Credit
Principles of Microeconomics (Replaces Introductory Microeconomics)	60+	3	ECN 202
Trigonometry	50+	3	MAT elective
Western Civilization – Ancient Near East to 1648	50+	3	HIS 105
Western Civilization – 1648 – Present	50+	3	HIS 106

International Baccalaureate Credit (IB)

Many students wish to attend Grand Canyon University after completing the International Baccalaureate program at their high school. Official transcripts will need to be sent to the Office of Admission. Upon receipt of transcripts, credit will be awarded as designated below.

Subject (Higher level exams only)	Score	Hours	Equivalency
Biology	4 5,6,7	4 4 4	BIO 181/181L BIO 181/181L AND BIO 182/182L
Chemistry	4 5,6,7	4 4 4	CHM 113/113L CHM 113/113L AND CHM 115/115L
Economics	4 5,6,7	3 3 3	ECN 201 ECN 201 AND ECN 202
English A	4 5,6,7	3 3 3	ENG 101 ENG 101 AND ENG 102
English B			No Credit
Geography	5,6,7	3	GEO 121
German A OR	4	4	GER 101
German B	5,6,7	4 4	GER 101 AND GER 102
History – American	4 5,6,7	3 3 3	HIS 103 HIS 103 AND HIS 104
History – European	4	3	HIS 105

	5,6,7	3	HIS 105 AND HIS 106
Math Methods	4,5,6,7	3	MAT 270
Advanced Math	4	3	MAT 270
	5,6,7	3	MAT 270 AND MAT 271
Music	4	3	MUS 252
Philosophy	4,5,6,7	3	PHI 101
Psychology	5,6,7	3	PSY 101
Russian	4	4	RUS 101
	5,6,7	4	RUS 101 AND RUS 102
Spanish A OR	4	4	SPA 101
Spanish B	5,6,7	4	SPA 101 AND SPA 102
		3	

American Council on Education (ACE)

Students should contact ACE for a transcript of professional training if applicable
(<http://www.acenet.edu/>).

Professional Schools and Training (PST)

Students may create and submit a PST by documenting contact hours required for experiences of professional schooling and training such as seminars, workshops, certificate training programs, formalized on-the-job training, licenses and apprenticeships. Grand Canyon University will award, when equivalent, one semester hour of credit for every 15 seat hours of training for the related college course you challenge. The PST can be used to fulfill a general education or an elective requirement. Students should submit PSTs by using the cover pages.

Completed PSTs with accompanying fees may be sent to:

Grand Canyon University
Office of Academic Records / PST
PO Box 11097
Phoenix AZ 86061-1097

Students should note that incomplete PSTs will be not be reviewed and will be returned to the student. Students will be notified of the outcome of the review within 3-4 weeks of receipt of the PST. Students are notified through their Canyon Cruiser email account.

PST Submission Fees: \$75 per credit submitted for review.

If awarded, PST credit may only apply to general education or elective requirements at Grand Canyon University, and these credits are not transferable to another institution in the way credit for actual courses completed at GCU would be.

Lifelong Learning Papers (LLP)

Students may create and submit an LLP by documenting life experience in the form of an essay. Grand Canyon University will award credit to students for life experiences when such experiences are deemed equivalent to a GCU course by the evaluator. Credit earned through the LLP process can only be used to fulfill lower-division general education or elective requirement. Students must include the LLP cover pages as the cover sheets of the essay. The LLP cover pages must be included when the paper is submitted for review.

Complete LLPs with accompanying fees may be sent to:

Grand Canyon University
Office of Academic Records / LLP
PO Box 11097
Phoenix AZ 86061-1097

Students should note that incomplete LLPs will be not be reviewed and will be returned to the student. Students will be notified of the outcome of the review within 3-4 weeks of receipt of the LLP. Students are notified through their Canyon Cruiser email account.

LLP Submission Fees: \$75 per credit submitted for review

If awarded, PST credit may only apply to general education or elective requirements at Grand Canyon University, and these credits are not transferable to another institution in the way credit for actual courses completed at GCU would be.

Graduation Requirements

Overview

The completion of the required 128 semester hours for a baccalaureate degree usually requires four years of 32 semester hours each. The freshman and sophomore years are usually spent in general or introductory courses in diversified liberal arts areas. During the remaining two years, the student may concentrate in the field of major interest. The work for the entire program consists of [The Grand Experience](#) requirements (general education requirements), major and minor subjects, and elective courses.

Students completing a graduate program must meet the curricular requirements per the Program of Study.

An academic advisor will help each student select a combination of major, minor, and elective studies appropriate for that individual. However, it is the ultimate responsibility of the student to plan their course of study appropriately.

Choice of Catalog

University, college, and department requirements may change and are often upgraded.

A candidate for a degree from Grand Canyon University may elect to meet the requirements for graduation as outlined in the catalog in effect at the time of his/her original matriculation or those of any subsequent catalog, provided the student has remained in continuous enrollment at Grand Canyon University. Continuous enrollment is defined as consecutive terms; enrollment in the Summer session is not relevant for the traditional campus student. Any changes of catalog year need to be reported and changed on your Graduation Application in the Office of Academic Records to ensure correct degree evaluation.

A student who has been readmitted after a period of non-attendance or after attending an institution other than Grand Canyon University (including an Arizona community college) will graduate under the requirements for graduation as stated in the catalog at the time of readmission. This provision applies whether the period of non-attendance at Grand Canyon University was voluntary or due to academic suspension.

Students who complete one degree program and then wish to pursue a second degree do not necessarily do so under the same catalog as their first degree. These students must meet the catalog requirements in effect at the time they begin work toward the second degree, unless they have remained in continuous enrollment for both degrees and both degrees will be posted at the same time.

Students who transfer directly to Grand Canyon University from an Arizona community college will be permitted to follow the degree requirements specified in the Grand Canyon University catalog in effect at the time they were initially enrolled in an Arizona community college, providing their college attendance has been continuous and they remain continuously enrolled at Grand Canyon University after

transferring. (Such a student may instead elect to graduate under any subsequent catalog issued while the student is in continuous enrollment.)

Grade Requirements for Graduation

Undergraduate: To graduate at the end of a given semester, an undergraduate student must have a cumulative 2.00 GPA (C) at the beginning of the final semester.

Major Grade Point Average: Undergraduate students must also have at least a cumulative 2.00 GPA in their majors and are not permitted to count any course with a grade below C toward their majors. Higher GPAs are required by specific departments and colleges.

Minor Grade Point Average: Undergraduate students must have at least a cumulative 2.00 GPA in their minors and are not permitted to count any course with a grade below C toward their minors.

Graduate: To graduate at the end of a given semester, a graduate student must have a cumulative 3.00 GPA (B) at the beginning of the final semester. Graduate students must maintain a cumulative 3.00 GPA.

Residency Requirements

Undergraduate students must complete at least 30 semester hours at Grand Canyon University to satisfy residency requirements.

Students with a minor are required to complete:

- 21 semester hours in the major; 15 of which must be upper division.
- 9 semester hours in the minor, 3 of which must be upper division.

Students without a minor are required to complete:

- 30 semester hours in the major; 18 of which must be upper division.
- Graduate students must complete a minimum of two thirds of the courses required in their

Program of Study in residence at Grand Canyon University.

Graduation Credit

The minimum number of semester hours required for a baccalaureate degree is 128 with a minimum cumulative GPA of 2.00, indicating an average of C, on all coursework taken at Grand Canyon University.

The minimum number of semester hours required for a masters degree is specified by the Program of Study. See the College sections for further details.

Upper Division Credit

For a baccalaureate degree, a student must earn a minimum of 45 semester hours in upper division (300 or above) courses. Undergraduate students must have at least a cumulative 2.00 GPA in upper division requirements and are not permitted to count any course with a grade below C.

Writing Intensive Course Credit

As a graduation requirement, all students must complete successfully four (three for those students who substitute ENG 103 for ENG 101 and 102) courses that have been designated as Writing-Intensive. The purpose of the Writing-Intensive courses is two-fold: to introduce students to genres and styles of writing appropriate to their own disciplines; and to give students continued practice in writing standard academic English in structuring, drafting, and revising compositions effectively. Two of these courses must be ENG 101 and 102 (or ENG 103, which replaces both). At least one of the Writing-Intensive courses must be upper division and from the student's major. Only those courses designated as Writing-Intensive in the catalog descriptions will count toward meeting this requirement. While each college designates which courses are Writing-Intensive, the student in one of these classes can expect to produce significant amounts of writing, complete multiple drafts which may be reviewed by peers and receive a grade for the effectiveness of the written assignments.

The University has always accepted comparable courses from other regionally accredited institutions that, in the judgment of the faculty, meet the intent of the requirements as specified. The faculty teaching a specific discipline will be consulted when the Office of Academic Records cannot establish whether or not a particular transferred course is substantially similar to the GE requirement.

The criteria the writing-intensive course designation are as follows:

- 50% or more of the grade depends on critical inquiry writing assignments that emphasize gathering, organizing, and evaluating information, and communicating findings that are appropriate in format and language for a given discipline.

- At least two substantial research writing assignments that extend beyond, but are reinforced by, the information provided in lectures.
- All writing assignments add up to a minimum of 10 pages of text (3000 words) over the course of a term.
- At least one writing assignment involves a revision opportunity after students receive feedback on a first draft.
- Writing assignments require use of academic or professional publications.
- Students are required to use electronic tools effectively, (e.g., Microsoft Word®, electronic library resources).

Second Degree*

A student who has earned a baccalaureate degree from a regionally accredited college or university may be granted an additional baccalaureate degree from Grand Canyon University upon completion of the following:

- Meet the admission criteria for that degree.
- File an Intent to Graduate Form with the Office of Academic Records for the degree sought.
- Select a major field not used as a major for the previous degree (see specific major for number of hours required).
- Complete a minimum of 30 additional credit hours in the major area at Grand Canyon University after the conferral of the previous baccalaureate degree(s).

*Note: Second Degree students do not qualify for honors at graduation.

Double Degree*

A student wishing to pursue two degrees simultaneously from Grand Canyon University must meet the following requirements:

- Obtain permission from the Office of Academic Records and the dean(s) of the college(s) under which the degrees are offered.
- File an Intent to Graduate Form with the Office of Academic Records noting each degree sought.
- Fulfill the GE requirements, all degree prerequisites and requirements, and all other University requirements for each degree sought.
- The two degrees must be different (e.g., B.A. and B.S. or B.S. and B.S.N.). A minor only needs to be completed in one of the two degrees.
- Complete a minimum of 30 credit hours at Grand Canyon University beyond the requirements for the first degree (e.g., a minimum of 158 credit

hours if the requirements for the first degree were completed after 128 hours).

- Complete the requirements for both degrees before being granted either degree.

*Note: Double degree students may only earn honors on their first degree.

Graduation Application

Students must file a Graduation Application with the Office of Academic Records to initiate the graduation-audit process. Before submitting the Graduation Application, which can be downloaded from the GCU Web site, students must pay a one-time, non-refundable fee. Degrees are conferred only after successful completion of the graduation audit, wherein student transcripts are evaluated to verify that all graduation requirements have been completed. Proof of the following are required to complete the graduation audit successfully:

- GCU receipt of all official transcripts from colleges/universities where additional courses have been completed to satisfy GCU degree requirements.
- All necessary Course Substitution Forms received and approved by the Office of Academic Records.

Degree posting will only occur at the end of the term.

Students who wish to participate in the Commencement Ceremonies in May must file the Graduation Application with the Office of Academic Records by December 31st of the preceding year. Although degrees are conferred throughout the year, students who file the Graduation Application after the December 31st deadline may be subject to late fees and/or forfeit eligibility to participate in the Commencement Ceremonies.

Commencement

Academic Regalia for Commencement

Degree candidates participating in the commencement exercises are required to wear the prescribed academic regalia obtained through the University Bookstore.

Attendance at Commencement

A candidate for graduation is expected to attend public commencement exercises that are held annually in May. Information regarding graduation is available at <http://my.gcu.edu>.

Eligibility to Participate in Commencement

Prospective graduates who have filed a Graduation Application in the established timeframe mentioned above and have been deemed eligible will be invited to participate in the May commencement exercises. Students must provide proof of registration from colleges/universities where additional courses will be completed in the Spring 2006 term to satisfy GCU degree requirements. Also, students planning to complete requirements in the Summer sessions must file a written plan with the Office of Academic Records to account for all outstanding requirements. If the plan has been approved by the Office of Academic Records, the student may participate in the May commencement exercises. Summer graduates with more than 12 hours to complete in the Summer sessions will not be allowed to participate in the May commencement exercises.

Academic Services and Resources

University Learning Center

Academic support is available to any Grand Canyon University student at the University Learning Center (ULC). The ULC, located online and in the GCU Library, offers tutoring services in writing, mathematics, and selected science courses. Tutors are trained to provide assistance to students and encourage self-directed critical evaluation to promote academic excellence and develop critical thinking skills. Students who are having difficulty in their classes are encouraged to consult with their instructors in conjunction with visiting the ULC. Tutoring services are available during open time periods and by appointment. The ULC also provides make-up exam proctoring services and ACCUPLACER exam services by appointment. Contact the ULC at learningcenter@gcu.edu.

Grand Canyon University Library

The GCU Library offers a study and research environment to students, faculty, and staff. A GCU ID card with a current semester sticker is required for students to check out library materials.

Library Services include:

- Research Assistance (online and campus)
- Library and database use instruction (online and campus)
- Wireless web access
- Course reserved materials
- Interlibrary loan (online and campus)
- Audio/visual equipment
- Copiers/FAX machine

Collections include:

- Books – paper and electronic
- Journals – paper, microfiche, electronic
- Full-text journal databases
- Curriculum resource room
- Music CDs
- Videos/DVDs

Campus Computer Center

There are 2 computer labs on campus, both outfitted with new Dell OptiPlex computers and 17" monitors. The computer labs offer Internet access and a host of applications for use outside of the classroom. Each student has an individual login which includes secured space on a server to store personal files. In

addition to the lab computers, wireless access is available for students with laptops.

Office of Graduate Studies

The Office of Graduate Studies reinforces the University's commitment to excellence in graduate study by defining the graduate experience and identifying those qualities expected of GCU graduate students. Information on online and campus graduate programs of study and accreditation is available through the Office of Graduate Studies as well as policy information specific to the graduate experience that facilitates the successful completion of graduate study at GCU.

Institutional Review Board

The purpose of an Institutional Review Board (IRB) is to protect human subjects involved in research from unnecessary or excessive physical or mental harm and prevent risk to reputation or financial status as a result of participating in research. Research protocols must be reviewed and approved by the IRB if human subjects participate in the study and the data are intended for publication or public presentation outside of a closed University setting. Of particular focus is research that involves vulnerable populations or imposes risk to the subjects. IRB approval to conduct human subject research follows the Belmont Report guiding principles, and it is the responsibility of the researcher to ensure that all research is compliant with the Federal Policy established by the Department of Health and Human Services (DHHS) and the Office of Human Research Protections (OHRP).

All research conducted at or affiliated with Grand Canyon University (GCU) that involves human subjects must be on file with the GCU IRB. Those studies in which novel data are collected from human subjects and are part of the curriculum for a course must be on file with the IRB prior to the start of a course and is exempt from IRB review. However, any research that involves risk in any form to subjects or involves vulnerable populations must be reviewed for approval by the IRB, regardless of whether the research is curriculum-based. Assessments in which the purpose of the research is to improve teaching strategies do not require IRB review nor must the protocol be on file with the IRB, providing there is no risk to the subjects in the assessment (e.g., identification that would lead to physical, personal, reputation, or financial harm).

The GCU IRB is registered with the OHRP and has Federalwide Assurance for the Protection of Human Subjects. Therefore, research at GCU is eligible for

federal funding from the DHHS and the Federal Drug Administration to conduct research using human subjects.

Contact the GCU IRB at IRB@gcu.edu.

Career Services

GCU Career Services is a career counseling and resource center dedicated to empowering students as active participants in their own career development. Through career exploration and experiential opportunities, students are motivated to expand their knowledge of themselves and the world of work in a dynamic global community.

Career Services encourages the discovery and refinement of students' work values, interests and skills, and their relationship to academic and career planning. With Career Services resources, professional knowledge and support, students become responsible for their transition to productive academic endeavors and satisfying employment. This mission is accomplished through collaboration with students, faculty, staff, employers, the general public and the use of state of the art technology.

In addition to assisting with internships, resumes, cover letters, and employer connections, GCU Career Services advertises employment opportunities on job boards and in employment books located in the Student Union across from the Fitness Center, and on the GCU Canyon Cruiser webpage (www.gcu.edu).

Students can access the services and resources of GCU Career Services Center, situated within the Office of Student Life located in the Student Union. The Career Center is accessible during the usual university hours of operation. Career Counseling is by appointment. To make an appointment with a Career Counselor phone 602-589-2512.

Career Services observes the University's alternative hours schedule during the summer. Some special programs and events also are available during evening and weekend hours, as scheduled. Currently enrolled GCU students and GCU alumni are eligible for all services.

Students taking GCU classes at distant locations or on online also are eligible for all services. They may visit the GCU campus offices, access our web services, and contact our Career Center at 623-298-5501.

Center for International Education

Immigration Documents

Keep your immigration documents valid at all times.

Passport

Know your passport expiration date. Do not allow your passport to expire. You are required to have a valid passport with an expiration date that is no less than six months hence, except in those cases where your country has an agreement with the U.S. To find out how to extend the validity of your passport, contact your country's consulate in the U.S. The Center for International Education has a list of foreign consular offices in California. You may also find a list of foreign consular offices in the U.S. at www.state.gov.

F-1 Visa

The visa is a permit which allows you to apply for entry to the U.S. at the port of entry. It shows your immigration status (should be F-1), the number of times you may enter the U.S. (shown as single, double, or multiple entry), and the last day on which you can enter the country. It does not show how long you may stay in the U.S.

While it is not illegal to be in the U.S. with an expired visa, if you are within the borders of the U.S. and your visa expires, you will be required to obtain a new visa if you leave and want to re-enter the U.S. (Exception: If you travel to Canada, Mexico, or any of the islands in the Caribbean except Cuba and return within 30 days, and you have a valid passport, an unexpired I-20 and your I-94 card, you may enter with an expired visa.) It is not possible to obtain a visa in the U.S. If you will be traveling outside the U.S. and wish to re-enter after your visa has expired, you should plan to visit a U.S. consulate to apply for a new visa.

Form I-20

The I-20 authorizes you to attend Grand Canyon University (GCU). International students are required to read the I-20 and indicate acceptance of its terms by endorsing the document.

Form I-94 Arrival and Departure Record

The I-94 demonstrates that you have been lawfully admitted to the U.S. The I-94 is distributed on the airplane prior to landing. When you pass through immigration check station at the port of entry, the border agent will make a notation of the date of entry and your visa status and will usually staple the form into your passport. In most cases a notation of "D/S" (duration of status) will be marked on the card, indicating that you may stay in the U.S. until you have finished your academic program, as long as you are maintaining status. If a specific date is noted on this form instead of D/S, notify the staff of the Center for International Education because you must either exit the country by that time or file an extension.

Do not lose the I-94. Only one will be issued and replacements are expensive and take a long time to receive. When you travel overseas, you must surrender the card at the airport. Few exceptions exist to this requirement, including travel to Mexico, Canada, or the Caribbean Islands (verify this

information with the Center for International Education). When you re-enter the U.S., you will be issued a new I-94.

Safeguarding Immigration Documents

Do not lose or destroy any documents that you receive from the U.S. government or school officials. Keep all documents issued to you in a safe and accessible place in the event you need to show them to the authorities.

Change of Address

You are required to report a change of residence within 10 days of your move. Contact the staff of the Center for International Education, so the University can officially update your SEVIS record.

Authorization to Work

See the [International Student Employment](#) section of the Academic Catalog.

Travel in F-1 Status

Always consult with the Principal Designated School Official (PDSO) in the Center of International Education before you plan your travel abroad. Since the circumstances of each student will differ, the information in this section is meant to provide general guidelines for students. It may not be all that you need to determine whether or not it is appropriate to travel or whether or not you will be readmitted to the United States. Please remember that the U.S. Customs and Border Protection (CBP) officer at the Port of Entry (POE) decides whether or not a person is admissible to the United States. This decision is based upon the facts and circumstances presented at the time that you apply to enter, therefore it is important to know your situation and carry the proper documentation.

Inside the U.S.

On and near campus

While you are on-campus or in the surrounding area, you do not need to have your passport and I-20 with you. Keep them safely stored, however, and know where to get them quickly, if necessary.

Away from the campus in the Phoenix area

You should carry your passport, I-94 card and I-20 with you in case authorities ask you for proof of your identity.

Outside the U.S.

Students who travel abroad must show proper documentation to re-enter the U.S. They must not have been gone from the US more than 5 months for the following guidelines. At the port of entry, you must present

- Valid passport with expiration date at least six months from the date of entry. For exceptions, see the Passport agreement list below for

countries with agreements with the US for shorter expiration dates.

- Valid F-1 visa stamp in passport
- I-20 that has been endorsed by the PDSO in the Center for International Education within the last 6 months. (Technically, the signature is valid for one year, but many agents at the port of entry prefer to see the endorsement from the school more frequently.)
- Other recommended documents: Financial guarantee documents showing you have funds to pay for your educational and living expenses while here, copy of recent transcripts, letter from CIE verifying you are a student at GCU.

Exceptions to the travel documentation above apply to travel to Canada, Mexico or adjacent island with the exception of Cuba. If you plan travel to one of these locations for fewer than 30 days, retain your I-94 card. Even if your visa is expired, you may be readmitted based on an automatic revalidation of your visa.

Securing a Validating Signature

If you need a validating signature for your I-20, please take it to the Center for International Education several days before your planned departure for processing.

Passport Agreement List

In most cases, to enter the United States, you must have a passport that is valid for at least six months after the date you enter or reenter. However, the countries listed below have an agreement with the United States that allows you to enter on a current passport up to the actual date of expiration.

Algeria, Denmark, Israel, Nicaragua, Slovenia, Antigua and Barbuda, Dominica, Italy, Nigeria, South Africa, Argentina, Dominican Republic, Jamaica, Norway, Spain, Australia, Ecuador, Japan, Oman, Sri Lanka, Austria, Egypt, Jordan, Pakistan, Sudan, Bahamas, El Salvador, Korea, Panama, Suriname, Bangladesh, Ethiopia, Kuwait, Paraguay, Sweden, Barbados, Finland, Laos, Peru, Switzerland, Belgium, France, Latvia, Philippines, Syria, Bolivia, Germany, Lebanon, Poland, Taiwan, Bosnia, Greece, Liechtenstein, Portugal, Thailand, Brazil, Grenada, Luxembourg, Qatar, Togo, Canada, Guatemala, Madagascar, Romania, Trinidad and Tobago, Chile, Guinea, Malaysia, Russia, Tunisia, Colombia, Guyana, Malta, Senegal, Turkey, Costa Rica, Hong Kong, Mauritius, St. Kitts and Nevis, United Arab Emirates, Cote D'Ivoire, Hungary, Mexico, St. Lucia, United Kingdom, Cuba, Iceland, Monaco, St. Vincent and the Grenadines, Uruguay, Cyprus, India, Netherlands, Singapore, Venezuela, Czech Republic, Ireland, New Zealand, Slovak Republic, Zimbabwe

Drug-Free Campus & Workplace Policy

Grand Canyon University is committed to providing a drug-free campus and workplace environment. As an institution of higher education, the University recognizes the need to establish a drug and alcohol awareness program to educate faculty, staff and students about the dangers of drug and alcohol abuse. This policy is established as required by the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities of 1989.

Description of Health Risks

Drugs and/or alcohol use contribute to:

- 65% of all suicides
- 70% of all drowning deaths
- 83% of all fire deaths
- 50% of all motor vehicle accidents
- 70% of all homicides

Alcohol is a potentially addictive drug of significant physical and psychological consequence. Alcohol is a central nervous system depressant that affects all neurological functions. At relatively low levels it affects one's judgment and decision-making, and at higher levels it impairs the functioning of one's vital organs and can result in a coma or death. Alcohol is an irritant to the gastrointestinal tract and moderate over-indulgence ordinarily results in nausea, vomiting, and diarrhea. Prolonged and excessive use of alcohol usually causes progressively more serious erosion of the gastrointestinal tract lining ranging from gastritis to ulcers and hemorrhage. Damage to the pancreas is frequent among those who have used alcohol.

Interestingly, while 10% of the adult population is estimated to be addicted to beverage alcohol, (i.e., they are alcoholics), this 10% of the population comprises 35% of those hospital in-patients who receive major surgery in any given year. Alcoholism is the third major killer in the United States, second to heart disease and cancer, and acute alcohol intoxication is the second leading cause of death by poisoning.

In addition to these significant physical consequences, there are a number of less obvious consequences to alcohol use. For example, the effects of alcohol on sleep have been well documented. Consuming several drinks before bedtime has been found to decrease the amount of REM (rapid eye movement) or dreaming sleep. The consequences of being deprived of REM sleep are impaired concentration and memory, as well as anxiety, tiredness, and irritability. Additionally, research has demonstrated that alcohol tends to decrease fear and increase the likelihood that an individual will accept risks. This lack of inhibition and judgment is a major contributor to the extraordinarily high percentage of serious accidents and accidental deaths related to alcohol use.

Marijuana (cannabis) (*nicotina glauca*) is an illegal drug that impairs memory, perception, judgment, and hand-eye coordination skills. The tar content in cannabis smoke is at least 50% higher than that of tobacco and thus smokers run the added risk of lung cancer, chronic bronchitis, and other lung diseases. Recently, the medical community has diagnosed the existence of an AA motivational syndrome that affects moderate to chronic users and includes symptoms of loss of energy, motivation, effectiveness, concentration, ability to carry out long-term plans, and performance in school and work.

LSD (Lysergic Acid Diethylamide) is a semi-synthetic drug regarded as a hallucinogenic. Short-term effects of this drug are generally felt within an hour of consumption and may last from two to 12 hours. Physiologically the user experiences increased blood pressure, rise in body temperature, dilated pupils, rapid heart beat, muscular weakness, trembling, nausea, chills, numbness, loss of interest in food, and hyperventilation. Fine motor skills and coordination are usually impaired, as are perception, thought, mood, and psychological processes. Long-term effects may include flashbacks, weeks and even months after taking the drug, mental illness, prolonged depression, anxiety, psychological dependence, and suicidal thoughts.

PCP (Phencyclidine Hydrochloride) is a white crystalline powder that was originally used as a local anesthetic, but due to extreme side effects, was discontinued in 1967. In humans, PCP is a difficult drug to classify in that reactions may vary from stupor to euphoria and resemble the effects of a stimulant, depressant, anesthetic, or hallucinogen. Short-term effects include hyperventilation, increase in blood pressure and pulse rate, flushing and profuse sweating, general numbness of the extremities, and muscular incoordination. At higher doses it causes nausea, vomiting, blurred vision, loss of balance, and disorientation. It produces profound alteration of sensation, mood and consciousness, and can cause psychotic states in many ways indistinguishable from schizophrenia. Large doses have been known to cause convulsions, permanent brain damage, and coma.

Psilocybin is a hallucinogenic drug occurring naturally in about 20 species of Mexican mushrooms and is also produced synthetically. It is a white powder made of fine crystals and distributed in tablet, capsule, or liquid form. Shortly after taking

psilocybin, a user may experience increased blood pressure, rapid heart beat, a rise in body temperature, dry mouth, dilated pupils, and some degree of agitation or excitement. This is followed by a decrease in the ability to concentrate or stay in touch with reality. (Hallucinations, as well as altered perceptions of time and space, may occur.) The effects are usually shorter lasting than those of LSD, yet the dangers are very similar.

Cocaine is a naturally occurring stimulant drug which is extracted from the leaves of the cocoa plant. Cocaine is sold as a white translucent crystalline powder frequently cut to about half its strength by a variety of other ingredients including sugars and cleaning powders. It is one of the most powerfully addictive drugs in use today. Short-term effects of cocaine include constricted peripheral blood vessels, dilated pupils, increased heart rate and blood pressure. It also causes appetite suppression, pain indifference, possible vomiting, visual, auditory, and tactile hallucinations, and occasionally paranoia. Long-term effects include nasal congestion, collapse of nasal septum, restlessness, irritability, anxiety, and depression. Overdoses or chronic use may result in toxicity which includes symptoms of seizures followed by respiratory arrest, coma, cardiac arrest, and/or death.

Cocaine Free-Base or **Crack** is the result of converting street cocaine to a pure base by removing the hydrochloric salt in many of the "cutting" agents. The end result is not water soluble, and therefore, must be smoked. It is much more dangerous than cocaine because it reaches the brain in seconds, and the intensified dose results in a sudden and intense physical reaction. This response lasts a few minutes and is followed by deep depression, loss of appetite, difficulty in sleeping, feeling revulsion for self, and worries and obsessions about getting more crack. Consequently, users often increase the dose and frequency of use resulting in severe addiction that includes physical debilitation and financial ruin. Physiologically, seizures followed by respiratory arrest and coma or cardiac arrest and death may accompany long-term use.

Amphetamines are central nervous system stimulants that were once used medically to treat a variety of symptoms including depression and obesity. They may be taken orally, sniffed, or injected into the veins. Short-term effects disappear within a few hours and include reduction of appetite, increased breathing and heart rate, raised blood pressure, dilation of pupils, dry mouth, fever, sweating, headache, blurred vision and dizziness. Higher doses may cause flushing, rapid and irregular heartbeat, tremor, loss of coordination, and collapse.

Death has occurred from ruptured blood vessels in the brain, heart failure, and very high fever. Psychological effects include increased alertness, postponement of fatigue, a false feeling of well being, restlessness, excitability, and a feeling of power. Long-term effects include drug dependence and the risk of drug induced psychosis. Withdrawal includes extreme fatigue, irritability, strong hunger, and deep depression that may lead to suicide.

Drug & Alcohol Counseling

More information about alcohol and drugs and the risks they pose to health is available in the GCU Cooke Health Center. Outside counseling services and support groups are available. The following is a partial list of these sources:

Alcoholics Anonymous
602-264-1341

Al-Anon and Ala-teen Information
602-249-1251

Alcohol & Drug Abuse Hotline
1-800-444-9999

Alcohol and Drug Abuse
602-258-7714

Alcohol and Drug Recovery Center
1-800-247-2322

Drug & Alcohol Treatment Institute
602-275-3233

Crossroads (Drug & Alcohol Recovery)
602-279-2585

Teen Challenge
602-271-4081

Terros, Inc.
602-249-1749

Institutional Sanctions

The University will impose sanctions (consistent with local, State, and Federal law) upon all faculty, staff and students who violate the standards of conduct set forth in this policy. Such sanctions may include required completion (at the faculty, staff members, or students own expense) of an appropriate rehabilitation program chosen by the University, referral for prosecution, probation, suspension or expulsion of students and suspension or termination of faculty and staff members.

Student Life

Statement of Principle

The words of the Alma Mater summarize the attitude and spirit of Grand Canyon University:

**Hail to thee, Grand Canyon College,
Alma Mater true.
Set amidst the desert's glory,
Highest praise to you.
So to God our hopes aspiring,
This our pledge divine:
Striving, seeking, finding, serving
God and all mankind.**

Student Life Mission Statement

As an integral part of the educational mission of Grand Canyon University, the Office of Student Life seeks to create living and learning opportunities that guide all students toward:

- Christ-likeness
- Academic success
- A lifestyle of personal excellence

Student Handbook

The Student Handbook is published annually in Canyon Cruiser. It provides information and procedures. It is the student's responsibility to become familiar with and adhere to the procedures contained within the Student Handbook.

Student Code of Conduct

Please refer to the [Student Code of Conduct](#) policy under General Academic Regulations/Student Responsibility Guidelines and Code of Conduct in the Academic catalog.

Spiritual Life

The Office of Spiritual Life exists to encourage and equip the University community in the life-long process of being shaped into the image of Christ.

Areas of Ministry

Praise Team

Student-led praise team for Chapel and special event worship.

Prayer

Designated prayer and devotional times taking place Monday – Friday mornings in McKinley Banquet Hall

as well as Tuesdays and Wednesdays in the Office of Spiritual Life.

Community Service

Canyon Kids, Adopt-A-Block, After-School Tutoring, Hospital Volunteerism, Church and Ministry Fair, and the collaborated efforts with Habitat for Humanity, Convoy of Hope, Salvation Army, World Vision, Food for the Hungry.

Missions

Continued development of Global Mission opportunities such as the L.A. Dream Center, India, Kenya, Ecuador, Thailand, Greece, etc.

Worship on the Slab

Monthly praise and worship in casual open-air atmosphere.

Virtual Ministry

Online Ministry to connect and enhance university-wide spiritual life and climate impact. Virtual Ministry, available through Canyon Cruiser, contains Virtual Chapel, Prayer and Praise, Discussion Forum, Calendar of Events, and more.

Small Groups Bible Study

Weekly study groups that meet for additional spiritual growth and accountability (including men's and women's studies, nurses' and athlete's studies, etc.

Discipleship

Weekly one-on-one personal spiritual mentoring and accountability.

Chapel

Weekly fifty-five minute corporate worship service, incorporating praise music, Biblical teaching/preaching, prayer, testimonials, drama, etc.

Chapel Attendance Policy (effective January 8, 2007)

Beginning January 2007, Grand Canyon University will institute a Chapel Attendance Policy for all full-time, traditional, campus students. This policy is in response to the University's desire to maintain its Christian heritage and provide students, faculty, and staff with opportunities for spiritual growth while at GCU. Questions concerning the Chapel attendance policy can be directed to the University Pastor in the Office of Spiritual Life.

1. Attendance requirement

Students must attend a minimum of ten (10) weekly Chapels per 16-week Semester. It is suggested that a student choose the Chapel that best fits his/her schedule and attend that Chapel each week for duration of the Semester.

9. Weekly Chapel Services will be required for all full-time, traditional, campus students
 - a. Chapel attendance excuses may be granted on a per semester basis for students who are participating in a clinical, internship, student teaching courses or who present another hardship that prevents them from attending any of the Chapel services.
 - a. Chapel Attendance Excuse forms are available in the Office of Spiritual Life and may be completed by the student as appropriate.
 - b. Chapel Attendance Excuse forms must be submitted to the Office of Spiritual Life by the end of the second week of the term. The Office of Spiritual Life retains the right to grant an exception for Chapel attendance for any student based upon the arguments presented.

10. Weekly Chapel Services and other Attendance Opportunities

- a. A Community Chapel for students, faculty and staff will be held in Ethington Theatre each Wednesday during the Fall and Spring semesters from 11-11:50 a.m.
- a. Worship at Ethington will be held on Sunday evenings in Ethington Theater at 7:00pm. This Chapel service will be offered in a different style than the Wednesday service, led by students and focused on students.
- b. SALT , a ministry of the Baptist Student Union, will also count as a weekly Chapel service offered on Tuesday evenings at 9:00 p.m. at First Southern Baptist Church.
- c. During Missions Week in the Fall semester and Spiritual Emphasis Week in the Spring semester, students can attend special services that will also give credit towards the Chapel attendance requirement.

Attendance at any of these options will count toward fulfilling the weekly Chapel attendance requirement.

11. Consequences for not fulfilling Chapel Attendance requirement:

- a. A \$50 Chapel fee will be assessed to all full-time, traditional, campus students at the beginning of each semester. Students will be expected to pay the fee with all other outstanding charges according to the University Payment Policy.
- a. At the end of each Semester, the Office of Spiritual Life will determine if the Chapel attendance requirement has been met by each student. This information will be shared with the Business Office, who will in turn credit the \$50 Chapel Fee charge back to the student's account if the requirement has

been met. Since this will likely create a credit on the student's account, these funds will be applied to future term charges, added to the Lopes card, or refunded via a check.

- b. If a student fails to complete the Chapel attendance requirement the \$50 Chapel fee will remain and these funds will be used by the Office of Spiritual Life to help defer the costs of Chapels for the University.
- c. At the end of a semester, a student who has met at least 8 of the 10 the Chapel requirements, falling short of the required 10, may contact the Office of Spiritual Life and request to either serve Community Service hours or complete a project assigned by the University Pastor in order for the Chapel attendance requirement to be considered met. The community service hours or project assigned to the student must be completed by the end of the third week of the semester. If the student completes the community service or the project the Office of Spiritual Life will notify the Business Office that the Chapel attendance requirements have been met and the Chapel fee will be credited back to the student's account. The Office of Spiritual Life retains the right to grant a student exceptions for Chapel attendance.
- d. Upon graduation or departure from the University, students with unpaid Chapel Fee balances will have their records held until all fees are paid in full in accordance with the University Payment Policy.

Spiritual Life Growth Opportunities

Personal Growth

The GCU campus pastor and committed residence life staff are eager to support and help direct students in their spiritual journey. The campus pastor and student life staff often conduct community service ministries in the surrounding neighborhoods in which students are encouraged to participate.

Corporate Worship

Students, staff, and faculty have weekly opportunities to come together for lively worship and uplifting teaching. Guest speakers include the campus pastor, student leaders, as well as well-known pastors, community leaders, and best-selling authors.

Student-led Bible Study

The campus pastor and the residence life staff support and encourage student-led Bible study. Bible studies are a valuable part of the residence life experience.

Student Organizations

Many of the student organizations on campus incorporate a time of worship and devotional teachings within their organizations on campus. Student organizations frequently take on a service ministry to assist the area's needy through food distribution, children's ministries, and adopt-a-block programs.

Campus ID Card

Campus ID cards are issued for accessing GCU services as well as for security on campus. Campus ID cards can be used for your meal plan access, to check out resources and books from the GCU library, to print from computers, and for admission to, or discounts on, certain GCU-sponsored events (sporting events, etc). Students may obtain a campus ID card by visiting the Public Safety Office during normal business hours.

Students are issued one card for use during the entire time at GCU at no charge. There is a \$20 fee to replace a lost or stolen card. If a card is lost or stolen, please notify the Public Safety Office to put a hold on it for protection. If students do not have their ID card at the point of entry in the café area – they will be expected to pay cash for that meal.

Do not give your card to another student or person to use for building access, event admission or for a meal in the café. If a student allows another to use his or her card to access food services, both students will receive disciplinary sanctions.

Dining Services

Breakfast, lunch, dinner, grilled options, and refreshments are available in the Student Union for all students, faculty, staff, and guests of GCU. The dining services may have limited hours and selections during holidays and University breaks.

Students living in the Residence Halls are required to purchase the University meal plan. The meal plan dining options are not available during Thanksgiving Break, Christmas Break, Spring Break, and Summer Break.

Exercise Center

An exercise center is provided to all students inside the Student Union. It offers both aerobic and circuit-training equipment. To ensure against overcrowding, these centers are for use only by GCU students and staff. Use of the facilities and equipment are at your own risk. Please use good judgment when using the equipment. As a courtesy to those waiting, please limit your time on cardio machines to 30 minutes when there are others waiting.

Health Center

The Health Center has a staff of licensed and board certified medical professionals committed to the physical well being and health of the GCU community. All registered students are eligible for a full range of confidential medical services at the center located in the Student Union. Payment is due at the time services are rendered. All undergraduate full time traditional students are required to have health insurance. Those who fail to provide the University with proof each insurance each year will be automatically charged and provided with health insurance. It is the responsibility of the student to make sure they provided proof each Fall by the posted deadline.

The center is open Monday– Friday from 9 a.m.–4:30 p.m. For after-hour or weekend emergencies, contact a Residence Life staff member or the Office of Public Safety.

Residence Life

In addition to endorsing the University's Lifestyle Expectations, the Office of Student Life and Office of Residence Life have established policies and procedures to help create a safe and enjoyable living community. We expect that nearly everyone must adapt his or her lifestyle to some degree in consideration of other individuals or groups. We believe all students have the right at all times to study, sleep and live in an atmosphere of mutual respect. It is important to understand what is expected of students while a member of the GCU community. Standards are designed to allow for the freedom and flexibility of the individual and to ensure the rights and privileges of the community as a whole.

Any traditional-campus student officially admitted to Grand Canyon University is eligible to apply to live in campus housing. All campus-based undergraduate students with less than 60 credit hours, or under the age of 21, who do not live with a parent or guardian in Maricopa County are required to live on campus in Hegel Hall and carry the Cart Blanch meal plan. All campus-based, undergraduate students, under the age of 25 who are attending Grand Canyon University under the auspices of a student visa (F-1 status) are required to live on campus in Hegel Hall and are required to carry the Cart Blanch meal plan. Married students, students with children, those with 60 credit hours or more, or individuals who are 21 years old or older may apply to live in the North Rim Apartments.

Seniors graduating in the Spring term may be eligible to stay in campus housing until July 31st as long as all current students who applied for summer apartment housing are placed.

Residence Halls are closed during Thanksgiving, Christmas, and Spring Break. Summer housing is

provided on a limited basis for those students working on campus or attending summer school in the North Rim Apartment Complex.

Apartments are available in an unfurnished format and are assigned by priority. However, once the priority deadline has passed, the apartments will be assigned on a first come, first serve basis to all those who meet the North Rim Apartment qualifications. All utilities, including local telephone service and basic cable, are included in the semester charge.

Students must maintain full-time enrollment status to be eligible to remain in campus housing. Part-time students over the age of 21 can petition to live on campus in the North Rim Apartments.

If you need special housing accommodations, please complete the Accommodation Request Form and follow the procedures as outlined in the section of the catalog on Academic Disability Services.

Housing Administration

Application for Resident Housing

A completed application and one-time \$200 housing fee is required for placement in campus housing. Roommate assignments for residence hall students will be based on preferences indicated by the student on the Housing Application (Hegel Hall or Campus Apartments). Roommate selections for the apartments are made by the student, not the University, unless indicated on the application.

Suite and apartment selection for returning students will take place during the last week of March. All new residents will be officially notified of their placement by mid-July.

Credit Load

Priority for University housing is given to matriculated (admitted) students registered for twelve or more credits each semester. Students enrolled for less than twelve credits may request housing as space permits. Dropping to part-time status from full time status does not automatically cancel a Room and Meal Plan Contract.

Reapplication for Resident Housing

Housing assignments are made for no more than one academic year. Current residents must notify the Office of Residence Life of their intentions to stay for the following year in writing no later than the published deadline. Missing the deadline will significantly decrease the chances of receiving on-campus housing. Forms may be downloaded from Canyon Cruiser at the beginning of the spring semester. While the Residence Life staff will do its best to meet preferences, housing assignments are at the discretion of the Residence Life staff.

Housing Fee

A one time housing fee of \$200 is required of all residents.

Charges, Fines, and Forfeiture

A list of housing-related charges and fines can be obtained through the Office of Residence Life.

Refunds

See the Residence Life housing contract for specific information.

Special Accommodations

If you require special housing accommodations due to a documented disability, please contact the coordinator for disability support services in the Office of Student Life at 602/ 639-6244. If your disability or impairment requires that you have special assistance in an emergency situation, please note it on your Campus Housing and notify your RA, ARD or RD when you arrive on campus. To make a formal request for other disability support services or accommodations, please contact the coordinator for disability support services at the phone number above.

Subletting

Under no circumstances may a student sell, transfer or sublet his or her contract to any other person, including another student.

Summer Housing

If you wish to live on campus during the summer, you will be required to contract for housing from the end of Spring Semester until Fall Semester begins. To qualify, you must be a continuing residential student and be enrolled for either Summer or Fall semester. If space is available, graduating seniors are also eligible to remain on campus. Summer housing information is available in the Office of Residence Life or through your RD.

Entering Student Rooms

Students can expect reasonable privacy of their rooms and personal property. However, under specific guidelines, rooms may be entered and inspected by GCU staff members without permission. These guidelines include, but are not limited to, emergency cases, need or request for repairs, health/safety inspections, probable cause to believe that a violation of University regulations or federal, state or local laws may be taking place, or has taken place, in the room.

Entrance policy for staff members includes knocking on the door, stating who they are and why they are entering the room, and allowing approximately 30 seconds for a response before keying into the room or apartment. Students who submit a work request automatically give staff permission to enter their room without notice. For unplanned service or work that has not been requested, staff will attempt to notify students 24 hours in advance, but depending on the severity of the issue and the staff's ability to reach the student, advance notice cannot be guaranteed.

Hall Shutdowns

The Residence Hall is closed for Thanksgiving, Christmas, Spring and Summer breaks. The apartments remain open year-round. The apartment residents are encouraged to adopt a residence hall resident during the times when residence halls are closed. The policy of same gender guests continues to apply during these times. The Office of Residence Life will take names of those individuals who want to offer their place during the shutdown times. Students needing assistance should approach their Resident Director or contact the Office of Residence Life, who will attempt to help the students find accommodations.

Housing Committee

Residents may appeal to the Housing Committee in writing for resolution of Housing decisions, including but not limited to, housing probation, late fees, rent and deposit disputes, etc. The Housing Committee consists of selected members of Residence Life and the Executive Director of Student Life. The Housing Committee meets as needed to discuss the resolution of student concerns and proposals and its actions do not negate the rights of GCU pursuant to the Housing Agreement unless University counsel specifically waives those rights. Any waiver of such rights does not waive any remaining right of GCU under the Agreement. Housing Committee decisions are final.

Mail Services

Each residential student will be assigned a mailbox at the time of move in. The box and key are the student's responsibility until check out. Upon checkout, the mail key must be returned to the Mail Center or a fee from the US Postal Service will be charged to your account.

Mandatory Meetings

Residence hall and apartment meetings are mandatory. Times and locations will be posted a minimum of 48 hours in advance. Information contained in these meetings is important. Failure to attend may result in disciplinary action.

Check In/Check Out

Check In

Housing Services – Residence Life serves students by preparing administrative files, assigning roommates, coordinating the apartment roommate process, and creating a campus culture through programming by the RAs. No student is allowed to move in without first contacting the Office of Residence Life. Specified check-in dates and times are posted online at <http://my.gcu.edu/> on the Residence Life page, or students can call Residence Life at (602) 589-2860. Upon arriving on campus, residents should go to the Office of Residence Life or, if applicable, a designated check-in area. If a resident is moving in after the

designated move-in time, he or she should page the RA on duty.

Keys

Room keys are issued to each resident upon check-in. Only one key per student will be issued. Keys are not issued to non-students. The key is the responsibility of the resident and should be carried at all times to avoid lockouts and possible theft. A \$25.00 fine will be charged for each lost door key and a \$10.00 fine for each lost or defaced PassPoint card (this includes cards with stickers). For the Residence Halls, a \$1.00 fine will be charged for lockouts. If a resident of Hegel Hall is locked out, he or she can call the RA on duty; if the resident is unable to locate the RA, he or she can call the RD on duty or the Department of Public Safety at ext. 8100. For the Apartments, a \$5.00 fine will be charged for lockouts. Apartment residents can contact the Department of Public Safety at ext. 8100 in the case of a lockout. There will be an excessive re-keying charge for those students who make copies of any university assigned key.

Check Out

Residence Hall residents are required to vacate their rooms no later than 24 hours after their last final examination (or the time of withdrawal) or by the announced time of hall closing, whichever comes first. Apartment residents must check out of their Apartment by 4 pm the day of their agreement's end date. All residents must properly check out of their room through their RA. Failure to do so may result in an improper checkout fee. A checkout appointment is required with every move.

Students who reside in campus housing and completely withdraw from the University must properly check out of their residence hall room or apartment with University Housing personnel. Failure to check out properly will result in additional fines. Residential fees are non-refundable.

Failure to remove all belongings prior to the check out appointment or failure to clean may result in an improper checkout fine as well as cleaning fees.

Failure to meet your checkout appointment or leaving without following the checkout procedure will result in a minimum fine of \$150.

Withdrawing From Housing

To withdraw from University housing, complete a Withdrawal From Housing form available in Office of Student Life. If you will continue to take GCU classes (i.e., you are withdrawing from housing only), you will be held responsible for the remaining contractual financial obligations for the semester. The form requires you to obtain signatures from your RA, RD and Residence Life Manager. You must also schedule and complete a checkout appointment with your RA prior to moving. (See Checking In/Out.) Students withdrawing for the following semester must

checkout no later than the residence hall closing date and times. This time schedule includes residents of campus houses and apartments.

Room Maintenance

Decorating Rooms

The University will furnish each Hegel Hall suite with the appropriate number of single beds, extra-long twin-size mattresses, desks, dressers, and chairs. All North Rim Apartments are non-furnished. It is the responsibility of the student to furnish these within the set guidelines below. Window treatments are provided in all residential areas. Students must provide their own sheets, towels and furnishings. Within certain guidelines, you are encouraged to make your area a comfortable living environment. You may bring plants, posters, chairs, small tables, etc. The guidelines for decorating residential areas are as follows:

- No contact paper, wallpaper or paneling.
- Use of nails, screws, tape or other adhesives that cause damage to painted surfaces is not permitted. A temporary adhesive (e.g., Plasti-Tak, 3M hooks, Sticky Tak) is permitted for hanging posters, etc.
- You may not remove drapes or mini-blinds. However, you may hang your own decorations over them.
- You may not remove any of the furnishings from your area (if provided).
- Non-University bunk beds, lofts and/or waterbeds are not permitted. Beds must be set on the floor for safety reasons.
- Furniture may not be stacked in any way.
- Items may not be placed on the outside doors of apartments. No large tacks, nails, bumper stickers, or glue may be used to place items on doors in the residence halls. Residents of Hegel Hall may post items on their doors if they use tape or 3M Pull Tab Hooks.
- RAs have the authority to require removal of room decorations if they are deemed offensive in nature. Displays of alcoholic beverage and/or tobacco containers are not permitted.
- Christmas: Cut trees are not permitted in any residential facility. All string lights must be UL approved. Lights may not be hung over doorways or on aluminum trees. All decorations must be removed prior to the end of Fall semester.

Facility Services

Facility Services is responsible for the condition of each residence hall room or apartment upon move-in. They are here to serve students who have any questions, concerns, and requests about repairs and maintenance. Once students accept the condition of

their apartment upon check-in by a Residence Life staff member, students will be responsible for the normal maintenance of items such as light bulbs, toilet paper, and other dispensable items. Apartment requests for maintenance can be submitted online at http://www.gcu.edu/apt_service. Hegel Hall service requests can be located on Campus Cruiser in the Forms section, after clicking on Resources.

Garbage Disposal

Each resident is responsible for the frequent and proper disposal of his or her garbage. Receptacles and disposal services are provided for each residential facility. Failure to properly remove and dispose of garbage will result in a fine.

Lighting

Student provided lighting must be UL approved. Halogen lights are prohibited.

Room Assignments

Room Consolidation and Space Utilization

A student contracts for a space on campus, but not for a specific hall, room, apartment or roommate assignment. The University reserves the right to the following:

- Assign roommates unilaterally.
- Reassign students who are without roommates.
- Use a room when it is not occupied.
- Assign single rooms.
- Reassign students to different rooms or residence hall in the event such reassignments are determined necessary.

Room Changes

Residents are expected to remain in assigned rooms except in extreme circumstances. To change rooms, submit a room change request form to the Residence Life Manager. Residents paying semi-private rates and residing in a private room will have the option to pay private room rates or be assigned a roommate. A resident will be charged a \$35 move-out fee for each move. Any room changes made without permission may result in fines or disciplinary action. Room change requests due to roommate conflict will not be approved without first attempting roommate mediation with a staff member.

Due to the need to establish the hall community and to provide a smooth transition into the academic year, no room changes will be permitted during the first four weeks of Fall or Spring semester. If you are approved for a room change at the end of the semester, you must submit paperwork by advertised deadlines and completely move into your new unit prior to the closing of the residence halls to ensure that the space you vacate is prepared for a new resident.

Facility Usage

Advertising and Posting

Any advertising in the residential areas is subject to approval of the Student Life staff. The following criteria should be used as guidelines for advertising on campus.

- Tape is NOT permitted. Postings placed on bulletin boards should be hung with staples or pushpins. Posting on glass is NOT permitted.
- Non-university related postings will be removed if the university needs the space for university-based advertising. Materials from commercial organizations will not be approved for posting unless under special circumstances.
- Each student or organization is responsible for the removal of all advertising within 24 hours after the event takes place. Undated or unstamped material will be removed at the discretion of the Student Life staff.
- Violations of the above posting policies may result in damage fees.

Bulletin Board

The halls, walls, and windows are not to be used as bulletin boards. Bulletin boards are the only areas for posting signs or advertisements. To obtain permission to post, contact the Student Life Office Coordinator. All posters and flyers must bear the approval stamp.

Community Areas

Although community areas are cleaned several times each week by the custodial staff, you are expected to participate in keeping your residential area a clean and livable environment. Hegel Hall residents are required to clean their own bathrooms and living rooms (supplies not provided). Community-area furnishings are not to be removed.

Computer Use Policy

Electronic mail facilities, Web pages, newsgroups and other electronic resources are for University-related activities. Fraudulent, harassing or slanderous messages and/or materials are not to be accessed, sent or stored. E-mail should not be used for advertising, for broadcasting unsolicited messages or to annoy other users. Obscene, pornographic, sexually explicit or offensive material is not to be accessed, sent or stored on University resources. It is a violation of policy to use campus computers or network resources for access, storage or transfer of objectionable or inappropriate material.

Damages

Students are financially responsible for all changes in the condition of their residences, as well as for damages they make to common areas. If individual responsibility for damage or loss beyond normal wear cannot be determined, charges may be assessed

equally among room/apartment residents, or equally among floor and/or hall residents for common areas. The Student Life Committee may be consulted in such cases. (See also Pranks, and Vandalism.)

Handicapped Access Equipment

Please be respectful of handicapped access equipment as it is for the use of physically challenged students. Any abuse of equipment may result in disciplinary action.

Internet Posting

Any information provided to the university that may self-incriminate individuals for violating federal, state, local, or university laws and policies or that harass and/or discriminate against other individuals will be considered in accordance with our discipline sanctions. This may include information found on personal websites, Facebook, Xandu, MySpace, or other internet-based postings. Violators may be asked at a minimum to remove information from the posting and may result in further discipline sanctions.

Lounge Use

For a group activity, you may reserve the Hegel Hall Lobby through your RA. The McKinley Banquet Hall and the center area of the Student Union can be reserved through the seminar coordinator. If the event you are planning is a dance, public showing of a movie or concert, you must receive prior approval through the Student Development Manager in the Office of Student Life. Events that require moving, or removal, of the furniture must receive prior approval from your RA, ARD or RD.

Movies – Group Rental

National copyright laws forbid the showing of movies to public audiences without securing a public performance license. A public audience at GCU involves anyone other than the members of your immediate floor or wing. When showing a movie, observe the following guidelines:

If a residence hall wishes to have a movie night and it is open to the entire hall or to the general student population, a movie must be rented through the Student Development Manager. The cost of the movie rental can run between \$75.00 and \$350.00 depending on the movie, and must be approved by the Student Development Manager for content. The Student Development Manager will help students work with major film companies to obtain a public performance license, which enables showing the movie anywhere and to anyone on campus. Admission may be charged for such an event.

If a floor (and/or brother/sister floor) wishes to show a movie, one may be rented from a local store and shown only to those on the floor (and/or brother/sister floor) in a closed floor lounge or suite. No admission may be charged.

Quiet Hours

The quiet hours for Hegel Hall and the North Rim Apartments is from 10 p.m. to 10 a.m. Floors that want to extend these hours may decide by a consensus vote at the beginning of the academic year. Quiet hours are defined as times when students' stereos, televisions and conversations are to be kept at a level that does not interfere with other students' study or sleep. Common courtesy prevails at all times. The right to study or sleep supersedes the privilege to be entertained or entertain others. If someone asks you to be quieter, respect his or her request. Noise that is audible beyond the confines of one's room is prohibited and may result in judicial action. Fire drills will not be scheduled during quiet hours.

Please note that the regular workday for University employees begins at 8 a.m. and their activity may create sounds heard within the residence halls. Also, various residential facilities will be impacted to some extent by construction noise over the next few years. The construction day typically lasts from 7 a.m. to 6 p.m. but may extend to 10 p.m.

Windows

Windows on all residence halls need remain closed for efficient cooling and heating. Residence Life may enforce mandatory closing of all windows due to environmental reasons, at which time open windows may result in disciplinary action. Please be considerate of the community by keeping windows closed. No blankets or sheets may be used to cover windows. Screens must not be removed; the replacement fee for each screen is \$25.00, and the installation fee is \$25.00.

Visitation

Floor Hours

Men and women may visit each other's floors and apartments only during specified hours. These hours are subject to evaluation or change by the floor members or by the University if residents are not in compliance with the policy. The University establishes the maximum number of hours and days allowed for visitation. These days and hours are as follows:

Hegel Hall:

- Mondays: 3 pm – 10 pm
- Tuesdays: 3 pm – 10 pm
- Wednesdays: 3 pm – 10 pm
- Thursdays: 3 pm – 10 pm
- Friday: 3 pm – 12 am
- Saturday: 12 pm – 12 am
- Sundays: 12 pm – 10 pm

- When there are no regularly scheduled classes the following day, floor hours are extended to midnight.

North Rim Apartments:

- Hours are 9 am to 2 am daily.
- Persons are not permitted to sleep in an apartment of students of the opposite gender.

Guests

Rooms are to be occupied only by the student for whom they are reserved, except when a guest has been approved. Guests must abide by all University regulations, receive approval from their hosts and register through the RA. Guests may not occupy or use residential facilities for more than four days or nights per semester. The student hosting the guest is responsible for his or her behavior. Grand Canyon University reserves the right to ask guests of residents to leave if they are violating University regulations, federal, state or local laws, and/or if they are disturbing other residents. Guests between 15 - 17 years of age must have parental consent on file with the Office of Residence Life at least 48 hours prior to the stay unless attending a University sponsored function. A parent or legal guardian must accompany guests under 15 years of age at all times unless the guest is attending a University sponsored function.

Residents may have visitors of the opposite gender beyond the lobby combination doors only during supervised open hall periods or when specific permission is given by the Residence Life staff. The Apartment residents may have visitors but must be mindful of the guest policy.

Hegel Hall Open Hall Hours:

Monday – Thursday	3:00 pm – 10:00 pm
Friday	3:00 pm – 12:00 am
Saturday	12:00 pm – 12:00 am
Sunday	12:00 pm – 10:00 pm

All other times are closed.

North Rim Apartments Open Hall Hours:

Monday – Friday	10:00 am – 2:00 am
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Student Conduct

Rules for Student Behavior

Student behavior shall be consistent with the philosophy and purpose of Grand Canyon University and with federal, state, and local laws at all times. The following examples of misconduct are not exclusive but are intended to give a student advance notice of the types of behavior that may result in disciplinary action pursuant to the disciplinary procedure outlined below.

Disruptive Behavior

Students are expected to cooperate with one another, with Residence Life staff and with other University officials. Students shall not interfere with the educational process or the administration of the University, including, but not limited to, actions that obstruct or disrupt the use of University property, endanger the safety of the residential community or incite a disturbance. Students who harass, provide false identification or information, or in any way fail to cooperate with University officials acting in the performance of their duties, are subject to disciplinary action.

Student Dress

Although the responsibility of dressing appropriately as members of a Christian academic community is left to the student, University personnel may determine that a given mode of dress is inappropriate for a class, activity, or campus attire; such cases will be referred to the Executive Director of Student Life. Students are expected to wear clothing that adequately covers the person and to wear shoes in all public facilities

Good Taste Policy

While wishing to respect the individuality of each resident, Residence Life also wishes to represent the Christian foundation of Grand Canyon University. Therefore, we ask all students to respect each other and their beliefs. Do not wear on your person or display in your room or apartment any emblems of alcohol, tobacco, or profanity or display any posters that would be considered pornographic or inappropriate for an academic setting. Displaying, distributing, circulating, or convening in order to view pornographic material is inappropriate. While what is viewed or heard in private rooms is left to the student's discretion, please respect each other by not playing music with profanity or watching rated-R movies in the common living areas. Violators of the good taste policy may be subject to disciplinary action.

Pranks and Other Inappropriate Activities

Such activities are defined as any individual or group activity that results in the disturbance or distress of others, or that causes damage, destruction or defacement to property. All such activity is prohibited and subject to disciplinary action and any fees resulting from the damage will be charged to the student(s) involved (see Damages). Recreational activities (e.g., soccer, basketball, wall climbing, Frisbees, water fights, etc.) are not permitted in the residential areas.

Solicitation

The time, place and manner of solicitation are subject to regulation by the University. Recognized GCU organizations may solicit door-to-door in residence halls for selected projects only. Door-to-door solicitations require approval from the Residence Life

Manager. Students, student groups and off-campus persons selling commercial products or services are not permitted to sell door-to-door in residential areas under any circumstances. They may sell at other campus locations only with the written approval of the Office of Student Life.

The University will not assist commercial agents (such as insurance agents or other salespersons) in contacting students. They may not have access to student directories or campus postal facilities. Private parties may inform students of items for sale by posting a notice on designated bulletin boards in the SU.

Property

Appliances and Other Equipment

Residents of Hegel Hall are permitted to have a small refrigerator (maximum 2.5 cubic feet capacity, 2.5 amp electrical) per room and one microwave per suite. Appliances prohibited from residence hall suites are: toasters, toaster ovens, woks, coffee makers, hot plates, popcorn poppers, and rice cookers. Open-coil cooking appliances and heating equipment (such as space heaters) are prohibited from all residential facilities. Exterior antennas/satellite dishes are also prohibited.

Abandoned Material

Any items left in any unit after checkout or left due to failure to check out will be declared abandoned. Abandoned items will be held for 30 days. After 30 days, all items will become the property of GCU. Contact with University personnel does not negate the status of abandonment. Abandoned items will be donated, sold, or auctioned.

Bicycles

Bicycles may be stored only in designated areas and at the student's own risk. Students must supply their own locks. Motorized vehicles and/or bicycles are not permitted in any residential facilities and must be parked in designated areas only. Motorized vehicles must be registered with the Office of Public Safety and are only to be parked in the appropriate parking lots. Areas for storing and securing bicycles can be found outside Hegel Hall, the Student Union, and the classroom buildings.

Musical Instruments

The use of musical instruments that infringe on the right for quiet of others (drums, etc.) is not permitted for use in any campus housing facility.

Pets

Fish and turtles are the only pets allowed in campus housing. Only one aquarium is permitted in each unit and it cannot exceed 25 gallons.

Protection of Property

The University will make a reasonable effort to protect the personal property of residents. However,

GCU will not be liable for articles that are lost, stolen or damaged by fire, water, heat and/or other natural disasters. Students are encouraged to purchase rental property insurance to cover loss or damage to personal property or extend parents' insurance for this purpose.

Drugs & Alcohol

Alcohol

See the [Drug-Free Campus & Workplace Policy](#).

Grand Canyon University does not permit the possession, use, distribution or sale of alcohol, as defined by federal law to minors. Students in violation may be subject to disciplinary actions up to, and including, dismissal.

Drugs and Narcotics

See the [Drug-Free Campus & Workplace Policy](#).

The University does not permit students to use, possess or sell illegal drugs as defined by federal law, or illicitly use prescription drugs, on or off University property, or as part of any activities. Substances and/or paraphernalia so prohibited will be confiscated and disposed of by University staff members and student(s) will be subject to disciplinary action up to and including dismissal.

Needle Disposal

See the [Drug-Free Campus & Workplace Policy](#).

Students who live in campus housing and use needles and syringes for medical purposes (e.g., diabetes) are required to dispose of used items in a specified Sharps container. The Health Center will provide a container for you that must be returned for disposal when full or at the end of a quarter, whichever comes first.

Smoking and Tobacco Products

See the [Drug-Free Campus & Workplace Policy](#).

Tobacco in any form is prohibited inside any building or residential facility on campus. Please use tobacco products in designated areas only. Benches and receptacles are provided for convenience. Keep the campus clean by using the receptacles provided. The entryways of the Residence Halls and the patio areas of the Apartments must be free of discarded cigarettes or other forms of tobacco waste. Students seen smoking in non-smoking areas may be subject to disciplinary action. Residents checking out of units with cigar, cigarette, or other residual odors will be fined for excessive cleaning.

Non-permissible Activity

Harassment

Students residing on campus are required to adhere to the policies described in the Catalog and in the Code of Conduct Section of this Handbook.

Illegal Activity

Any GCU student involved with illegal activities on or off campus may lose residential privileges and may be recommended for a full academic suspension.

Inappropriate Entertainment

Entertainment (e.g. music, videos, television, internet etc.) played in public and/or common areas of the campus that contains levels of violence, profanity, and sex that would be found offensive and/or in conflict with community standards is prohibited and in some cases may be considered harassment in which proper disciplinary action may be taken.

Sexual Assault

Sexual assault, including rape and date rape, should be reported immediately to the Executive Director of Student Life. Whereas the Executive Director of Student Life will carry out an internal investigation toward resolution within the university system, cases in which legal charges are brought are handled outside of the University system. It is the alleging party's decision whether to notify the appropriate law enforcement agency and to pursue legal charges.

For more information on sexual assault or the kinds of programs that can help the sexual assault victim, contact a local law enforcement agency or the Grand Canyon University Cooke Health Center. If you are a victim and cannot or prefer not to use the above sources, please seek help from a counselor, a doctor, or a hospital emergency room. A local (Phoenix) 24-hour emergency hotline is available at (602) 263-8856.

Trespassing

A student may be charged with criminal trespass if he or she knowingly enters or remains unlawfully in or upon the premises of another, or if he or she fails to leave when instructed by the occupant, a Residence Life staff member, or a security officer.

Vandalism

Malicious destruction or defacing of another's property is a criminal offense. Anyone guilty of vandalism will be charged for repair and replacement of damaged property. Vandalism is subject to disciplinary action and may result in criminal prosecution

Banned Items

Barbecues

No individual barbecues or hibachis are allowed on campus. Student(s) in violation will be subject to disciplinary actions and/or fees.

Christmas Trees

Live Christmas trees are prohibited in any Residential area on campus. Students caught with live Christmas trees will be subject to a significant fine and disciplinary sanctions.

Weapons

To maintain a safe environment in campus housing, firearms and other dangerous weapons (including but not limited to antique weapons, paintball guns, recreational guns, weapons for display, swords, and a large folding and non-folding knives with blades longer than 3 inches) are prohibited in or around University property, including student housing areas and common areas. IF your circumstances do not allow you to leave these items at another location, you must ask the Office of Public Safety to store them for you.

Safety and Security

The Office of Public Safety operates 24 hours a day, seven days a week. Public Safety assists in all emergency situations, manages all parking and motor vehicle concerns, and offers safety escorts for individuals walking on campus. They can be reached 24/7 at ext. 8100.

GCU seeks to maintain a safe and healthy environment for the campus community. However, because no security system can eliminate all risk, it is expected that each member of the University community contribute to campus safety. Many of the policies and procedures outlined in this booklet were developed in the interest of students' safety. Students can contribute to their safety by following these guidelines and being aware of how they can protect themselves.

Individual and Community Safety

Any student exhibiting potential harm to self or others may be removed from campus residence and/or classes and may be required to seek professional help. In order to return to University residence and/or classes, the Executive Director of Student Life must approve the student's petition.

Safety Escort

A safety escort service is available for students who need to walk to different areas of the campus. Please note that this service is offered in the interest of safety, not convenience. For an escort, call 8100.

Security Equipment

Campus security equipment including emergency telephones, cameras and fire extinguishers should not be tampered with or used improperly. Violation of this policy will result in disciplinary action.

Medical Emergencies

In case of a medical emergency, call the Office of Public Safety at 8100, and then notify your RA, ARD or RD immediately. Stay with the person until instructed to do otherwise. Public Safety will contact appropriate medical services. The University is not responsible for providing emergency medical transport. The Phoenix Fire Department will be notified and the student may be transported via the Phoenix Fire Department medic units or by private

ambulance, depending on the circumstances. In less critical situations, students may opt to be transported by friends or family in a private car.

Building Safety

Climbing on the outside of any building is prohibited and no student shall be allowed on any roof at any time. No objects or substances may be dropped, thrown or poured from a stairwell, out of any window or off a balcony. Items cannot be hung from windows, balconies, or roof areas unless approved by the Office of Student Life. University personnel will hang all approved items. Window screens in Hegel Hall are not to be removed. Such acts can be extremely dangerous and pose a threat to the safety of others. Violations are considered serious and will result in a disciplinary matter.

Candles and Open Flame

Due to fire hazards, the possession or use of flammable items such as candles with wicks, incense, potpourri and lanterns are not permitted in any residential areas. Flat plate candle warmers are not permitted as the heat source is considered an open heat source. Violation of this policy will result in disciplinary action including confiscation and/or fines or other sanctions.

Electrical Safety

Extension cords must contain a ground wire, indicated by having a three-prong plug. Any extension cord having more than one outlet must also have a built in circuit breaker (e.g., a surge-suppression strip commonly used with a personal computer). Total electrical requirements added to rooms and apartments may not exceed one power strip per electrical outlet. Multiple socket plugs are prohibited. Extension cords may not be run under rugs, through doorways or fastened through their insulation. Do not use frayed cords.

Elevators

Do not overload or tamper with any part of a campus elevator. Failure to comply with this policy may result in disciplinary action and/or closure of the elevator(s). If an elevator malfunctions, immediately report it to your RA or RD and the Office of Public Safety.

Evacuation Locations

In the event of a fire alarm sounding or any other disaster or crisis, proceed to the nearest meeting area as follows:

- Hegel Hall
Students should exit the residential facility by way of the nearest exit and proceed directly to the lawn area just north of the SLAB on the Student Union.
- North Rim Apartments

All residents should exit by way of the nearest exit and proceed to the practice soccer field north of the complex (east of Hegel Hall).

Roof Areas

No one without authorization from the appropriate staff member is allowed on the roof of any building. A \$150 fine per violation may be assessed.

Stairways and Hallways

Stairways and hallways must remain completely clear in case of emergency evacuations.

Emergency and Crisis Management Plan

Grand Canyon University is concerned with the welfare of faculty, staff and students at all times. Since emergency situations are a potential threat to the safety of those at the University, it is essential that a thorough Emergency and Crisis Management Plan be developed and implemented. Faculty, staff and students must be aware of the emergency procedures that will be utilized in a time of crisis.

It is hoped that we will be spared the need to implement these emergency procedures. However, a thorough understanding of this plan offers the greatest hope for providing maximum safety if a serious emergency does occur.

Fire Safety

If you see a fire and don't hear an alarm, activate a fire alarm immediately. If smoke is present in your room, stay close to the floor and move to the door. If the door is hot, do not open it. Seal the cracks with available cloth and call the Office of Public Safety at 8100 to report your location. If the phone isn't working, open the window and hang a sheet or other material out of the window to attract attention.

If you hear an alarm and your door is not hot, close the windows, open the curtains/blinds, turn the lights on, leave the room and close the door leaving it unlocked. Proceed to the nearest exit (DO NOT use any elevator), checking to see if the rooms next to you are empty. (Each hall/apartment building has posted evacuation routes that are designed to eliminate confusion.) Proceed to the nearest evacuation location. Do not return to the building until you

receive approval from residence hall staff, the Office of Public Safety or the fire department.

Fire drills will be conducted periodically to ensure residents are aware of the alarm and the emergency building evacuation plan. The building evacuation plan is posted on each floor and should be reviewed by each person. All alarms must be treated as an emergency and failure to respond may result in a \$50 fine and disciplinary action.

The following are prohibited due to their serious potential as fire hazards: open flames, such as candles, incense, etc.; BBQ's; appliances with exposed heating elements; doors and walls in rooms that are over one half covered with paper posters; use or possession of fireworks or firecrackers (fireworks are illegal in the state of Arizona); use or possession of combustible paints, liquids, or solids; scooters or other combustible engines; and flags or blankets on the wall. Tampering with any fire safety equipment may result in a \$300 fine, disciplinary action, and possible criminal investigation.

Fire Equipment and False Alarms

Vandalism or pranks resulting in false fire alarms and/or damage to the fire alarms, smoke detectors or fire safety equipment is a crime and creates a potentially life-threatening situation. Students tampering with this equipment and/or failing to exit the building will be subject to disciplinary action. A minimum fine of \$300 per person will be assessed to the individual(s) responsible, according to each situation. If the responsible person(s) cannot be identified, fines ranging from \$500 to \$3,000 will be levied against the residents of the floor(s) or hall where the problem originated. Any accidental setting off of a fire alarm must be reported immediately to an RA, ARD or RD.

Firecrackers and Explosives

Firecrackers and other explosives pose a danger to people as well as property. Possession or use of firecrackers or explosives is prohibited on University property. Items so prohibited will be confiscated and disposed of by University staff members and student(s) will be subject to disciplinary action up to and including dismissal.

Intercollegiate Athletics

Mission Statement

The Grand Canyon University Department of Intercollegiate Athletics is dedicated to providing quality programs and athletic experiences for men and women with interest and ability that is consistent with the stated mission and values of the University. We are committed to the development of the whole person. The department strives to educate and involve students and the university community in the promotion of personal growth. This personal growth involves intellectual maturity, Christian character, and competitive excellence. The department strives to prepare men and women to be student-athletes distinguished by integrity, effort to succeed, and Christian conduct.

We expect our student-athletes to pursue excellence on the courts and playing fields, in the classroom, and in our community. Students who choose to participate in our athletic programs are challenged to lead lives committed to health, discipline, perseverance, and stewardship. We expect our student-athletes, coaches, and staff to emulate Christ in all aspects of their lives including their academic and athletic endeavors.

Description of Athletics Program

Intercollegiate sports for women include soccer, volleyball, basketball, golf, softball, and tennis. Men's intercollegiate sports include soccer, basketball, baseball, and golf. Intercollegiate sports facilities include Antelope Gym (basketball and volleyball), Brazell Stadium (baseball), Stapleton-Pierson Field (softball), The GCU Soccer Complex (Soccer) and the Youngker Tennis Center (Tennis).

National Collegiate Athletic Association (NCAA)

Intercollegiate athletics function under the guidelines of the National Collegiate Athletic Association (NCAA)—Division II. Admission to Grand Canyon University does not guarantee eligibility to participate in intercollegiate athletics. Interested students are encouraged to contact the head coach of the sport in which they have interest. The NCAA Compliance and Eligibility Coordinator at GCU can provide information regarding eligibility to participate in intercollegiate sports. The NCAA has additional resources to assist prospective student-athletes with regard to eligibility:
http://www2.ncaa.org/legislation_and_governance/eligibility_and_conduct/index.html.

Intercollegiate athletics function under the guidelines of the National Collegiate Athletic Association (NCAA)—Division II.

The basic aims of the intercollegiate athletic program are as follows: Members of Division II believe that a well-conducted intercollegiate athletics program, based on sound educational principles and practices, is a proper part of the educational mission of a university or college and that the educational welfare of the participating student-athlete is of primary concern.

Members of Division II support the following principles in the belief that these objectives assist in defining the division and the possible differences between it and other divisions of the Association. This statement shall serve as a guide for the preparation of legislation by the division and for planning and implementation of programs by institutions and conferences. A member of Division II:

- Believes in promoting the academic success of its student-athletes, measured in part by an institution's student-athletes graduating at least at the same rate as the institution's student body;
- Believes that participation in intercollegiate athletics benefits the educational experience of its student-athletes and the entire campus community;
- Believes in offering opportunities for intercollegiate athletics participation consistent with the institution's mission and philosophy;
- Believes in preparing student-athletes to be good citizens, leaders and contributors in their communities;
- Believes in striving for equitable participation and competitive excellence, encouraging sportsmanship and ethical conduct, enhancing diversity and developing positive societal attitudes in all of its athletics endeavors;
- Believes in scheduling the majority of its athletics competition with other members of Division II, insofar as regional qualification, geographical location and traditional or conference scheduling patterns permit;
- Recognizes the need to balance the role of the athletics program to serve both the campus (participants, student body, faculty-staff) and the general public (community, area, state);
- Believes in offering opportunity for participation in intercollegiate athletics by awarding

athletically related financial aid to its student-athletes;

- Believes that institutional control is a fundamental principle that supports the educational mission of a Division II institution and assumes presidential involvement and commitment. All funds supporting athletics should be controlled by the institution. The

emphasis for an athletics department should be to operate within an institutionally approved budget, and compliance with and self-enforcement of NCAA regulations is an expectation of membership; and

- Believes that all members of Division II should commit themselves to this philosophy and to the regulations and programs of Division II.

Special University Programs

Preface

While the University is organized into several colleges, there are some academic programs that fall outside the subject matter taught in any of the colleges and other programs which cross over the boundaries of two or more colleges. Some of these programs offer specific courses; others offer services or educational experiences to specific groups of students. Some programs are totally staffed and operated within the University. Others involve relationships with other colleges, universities, organizations, or countries. All are designed to allow the University to accomplish its mission.

Students should contact the College of Liberal Arts and Sciences for more information on the Special University Programs:

College of Liberal Arts and Sciences
3300 West Camelback Road
Phoenix, AZ 85017
Phone: (602) 639-8405
Fax: (602) 589-2410

Honors Program

The Honors Program is designed for academically gifted students with a strong desire to explore the connections between disciplinary fields. The Grand Canyon University Honors Program provides an integrated learning experience that offers students the challenge to fulfill their intellectual and personal potential in a unique interdisciplinary curriculum.

Team-taught classes creatively combine traditional academic disciplines and encourage students to appreciate how the pieces of their world fit together. The Honors core interdisciplinary courses help students establish vital connections among the various areas of study, while a Senior Project enables students to demonstrate scholarship within their selected major field of study.

Students will develop a community of scholarship and learning through classroom and co-curricular activities. They will explore historic and contemporary issues in ethics, the arts, literature, economics, philosophy, natural sciences, the environment, and other fields with fellow Honors students and professors in a shared experience that fosters group camaraderie and friendship. Students that are interested in the Honors Program may apply through the Director of the Honors Program. Scholars 100 students that apply for admittance into the program receive automatic acceptance. More information concerning general criteria for selection is available through the Director of the Honors Program.

Study Abroad and International Programs

Study abroad students typically enroll at Grand Canyon University in a holding course such as UNV

300 to retain their enrollment and eligibility for financial aid. Upon successful completion of the semester, the specific credit for the experience replaces the holding course. Students are required to affirm with their major advisor how study abroad courses will apply to Grand Canyon University's requirements.

Grand Canyon University Study Abroad Programs

China: Grand Canyon University has relationships in China with the Guangxi Education Commission, making all the institutions within the Guangxi region available to students. In far northwest China, Xinjiang Agriculture University receives ten students each summer. These students teach English as a Second Language for one month.

Germany: Grand Canyon University's German language students may accompany their instructor to the University of Heidelberg Sprachlabor to enhance their German language training.

Hong Kong: Through an agreement with Hong Kong Baptist University, students may study at that University for a semester or a year. Grand Canyon University owns a room in a new dormitory built on land left to HKBU when the British left the island. The University offers a variety of courses taught in English, as well as language courses. Hong Kong offers an exciting location for study.

Hungary: Each summer students from Grand Canyon University teach English as a Second Language at Eszterhazy Karoly Teacher Training College. Several of the Hungarian students then come to campus to experience American culture and language.

Israel: Grand Canyon University is a member of a consortium of more than 100 schools who send students to study at the Jerusalem University College, an Evangelical Protestant Christian university-level institution established in 1957 and located in Jerusalem, Israel. The school offers long and short term programs, graduate and undergraduate programs, as well as short-term academic study tours. The institution is dedicated to the study of the geography, culture, history, languages, and archeology of biblical lands as they relate to biblical interpretation and a better understanding of the Middle East.

Lithuania: Teaching English as a Second language is the focus of this summer program in Vilnius, Lithuania.

Mexico: A relationship with the Universidad Kino in Phoenix's sister city of Hermosillo offers students the opportunity to study Spanish or business for a summer, semester, or year. Students may add a service component to this program by working in an orphanage school on the campus of Universidad Kino.

Contemporary Music Center (CMC)

Located on the beautiful island of Martha's Vineyard (five miles off the coast of Cape Cod, Massachusetts), this program offers you the opportunity to spend a semester studying, living, and working with faculty, music industry experts, and other students who share your interest in making and marketing contemporary music. You will get hours and hours of hands-on experience, plus lectures, seminars, directed study, and intensive field experience in Nashville. When not in class, you will be in the studio or the music business offices, and, together with your classmates, you will make and market a CD of original music.

Council for Christian Colleges and Universities Programs

The Council for Christian Colleges and Universities (CCCU) offers and coordinates several programs for which Grand Canyon University students who are juniors or seniors and have a GPA of at least 2.75 are eligible to apply. Students who have previously attended these programs have returned to campus to report that these have been life-changing experiences. These programs are all based on the idea of integrating one's personal faith with the experience of learning through life experience in internships or service opportunities. Preference is given to early applicants. Applications may be obtained from the Center for International Education. Final admission to any of the programs is the decision of the CCCU.

American Studies Program

Founded in 1976, the American Studies Program has served hundreds of students from council member institutions as a Washington, DC campus. ASP uses Washington as a stimulating educational laboratory where collegians gain hands-on-experience with an internship in their chosen field and explore pressing national and international issues in public policy seminars which are issue-oriented, interdisciplinary, and led by ASP faculty and Washington professionals. Internships are tailored to fit the student's talents and aspirations and are available in a wide range of fields. ASP bridges classroom and marketplace, combining biblical reflection, policy analysis, and real world experience. Students are exposed to on-the-job learning that helps them build for their future and gain perspective on the calling of God for their lives. They are challenged in a rigorous course of study to discover for themselves the meaning of Christ's Lordship in putting their beliefs into practice. The aim of the program is to help coalition schools prepare their students to live faithfully in contemporary society as followers of Christ. Students earn 16 credits.

China Studies Program

The China Studies Program allows students to engage this large and intriguing country from the inside. While living and experiencing Chinese civilization firsthand, students participate in seminar courses in the historic, cultural, religious, geographical, and economic realities of this strategic populous nation. In addition to the study of standard Chinese, students will assist Chinese students learning English, allowing for one-on-one interaction. Students earn 16 credits.

Latin America Studies Program (LASP)

Students of council member colleges have the opportunity to live and learn in Latin America through the Latin American Studies Program, based in San Jose, Costa Rica. The program seeks to introduce students to as wide a range of Latin American experiences as possible through the study of language, literature, culture, politics, history, economics, ecology, and religion of the region. Living with a Costa Rican family, students experience and become a part of the day-to-day lives of typical Latin Americans. Students also participate in a service opportunity and travel for three weeks to nearby Latin American nations. Students earn 16 credits.

Los Angeles Film Studies Center (LAFC)

The Los Angeles Film Studies Center is designed to train students of council member institutions to serve in various aspects of the film industry with both professional skill and Christian integrity. Students live, learn, and work in the Los Angeles area near

major studios. The curriculum consists of two required seminars focusing on the role of film in cultures and the relationship of faith to work in this very important industry. In addition, students choose two elective courses from a variety of offerings in film studies. Internships in various segments of the film industry provide students with hands-on experience. The combination of the internship and the seminars allows students to explore the film industry within a Christian context and from a liberal arts perspective. Students earn 16 credits.

Oxford Honors Program (OHP)

Honors and other highly qualified students of council member institutions have the exciting opportunity to study in England through an interdisciplinary semester at Oxford University. The rigorous academic program, aimed at increasing critical thinking skills and scholarship from an integrative Christian perspective, allows participants to choose from a wide variety of tutorial study programs in numerous disciplines, including the arts, religion, history, literature, and philosophy. Students earn 16 credits.

Oxford Summer School Program

The summer equivalent of the Oxford Honors Program allows students of council member institutions to spend a summer term studying at the Center for Medieval and Renaissance Studies (CMRS) of Keble College at Oxford University. The program includes multidisciplinary study of the Renaissance and Reformation through examination of philosophy, art, literature, science, music, politics, and religion of early modern Europe. Students earn 6-9 credits, which are administered directly to member institutions by CMRS.

Middle East Studies Program (MESP)

The Middle East Studies Program, based in Cairo, Egypt, allows council students to explore and interact with the complex and strategic world of the modern

Middle East. The interdisciplinary seminars give students the opportunity to explore the diverse religious, social, cultural, and literary traditions of Middle East people. In addition to seminars, students study the Arabic language and work as volunteers with various organizations in Cairo. Students earn 16 credits.

Russian Studies Program (RSP)

RSP students are exposed to the depth and diversity of Russian culture during a semester spent in Russia's three largest cities: Moscow, St. Petersburg, and Nizhnii Novgorod. In addition to three seminar courses (History and Sociology of Religion in Russia; Russian Peoples, Cultures, and Literature; and Russia in Transition), students receive instruction in the Russian language, choosing either four or six credits of language course work. For those opting for four credits of Russian, a semester course entitled International Russian Relations and Business in Russian is available. Students generally earn 16 credits.

Summer Institute of Journalism (SIJ)

Council campuses are invited to choose two student journalists to apply for this four-week, all-expenses-paid experience in Washington, DC. Fifteen students are selected to participate in the Institute, which lasts from mid-May to mid-June. The Institute blends classroom experience with hands-on work and is an excellent opportunity to learn through lectures and panels with leading journalists who share a strong Christian commitment. Participants also take part in seminars taught by communications professors from council member institutions, take part in the field trips, and complete workshop projects for local newspapers. The course provides valuable insight and training in gathering and writing news, editing copy, and designing layout. The institute seeks to develop students as Christian journalists – exhibiting both professionalism and legal/ethical integrity. Students generally earn 4 credits.

Reserve Officer Training Programs (ROTC)

Through an agreement with Arizona State University in Tempe, Arizona, students at Grand Canyon University can take classes in ROTC. Students register for the classes at Grand Canyon University and attend the courses at Grand Canyon University or Arizona State University, depending on the course.

The goal of ROTC classes is to provide a foundation of military knowledge and skills needed by junior officers in the military. Students may take ROTC credit in Military Science (Army).

For further information, contact Grand Canyon University at (602) 639-6340, rotcofficer@gcu.edu, or Arizona State University Army ROTC at (480) 965-3318.

Army ROTC

Purpose

The Department of Military Science, Army ROTC (Reserve Officers' Training Corps), is a 4- or 2-year program that consists of the basic and the advance courses. One of the best leadership courses in the country, ROTC is a college elective that prepares students with the tools, training and experiences that will help them succeed in any competitive environment. In classes and during hands-on training labs, students will learn what it takes to lead others, motivate groups and how to conduct missions as an Officer in the U.S. Army. Upon successful completion of the advance course and college graduation, students will earn a commission in the U.S. Army as a Second Lieutenant and become a leader for life.

ROTC Basic Course

Any student who is enrolled fulltime at GCU (or as approved by the professor of military science) can enroll in military science basic courses. The basic course (MIS 101, 102, 201, and 202) takes place during the first 2 years in college as 3-credit, elective courses. Each course includes a hands-on lab each semester. Students will learn basic military skills, the fundamentals of leadership and begin the groundwork toward becoming an Army leader. Students may enroll in basic course classes without a military commitment.

Leader's Training Course (2-year program)

Scholars who want to achieve something even greater than a college degree and who aspire to be leaders, may join the Army ROTC program by attending a 4-week, summer Leader's Training Course (LTC) that consists of intense classroom and field training. This course is an accelerated version of the 2-year basic course listed above and will qualify students for enrollment into the advance course (requirements listed below) providing they have 2-years of college remaining (undergraduate or graduate). Students who attend this course will receive a stipend, transportation to and from Fort Knox, KY, housing, and meals. Those who want to receive 4 college credits for this course may enroll in MIS 205:

Leader's Training Course. Students who attend this course may also qualify for a 2-year scholarship upon successful completion.

ROTC Advance Course

The advance course takes place during a student's last 2 years in college as 3-credit, elective courses (MIS 301, 302, 401, and 402). Each course includes a hands-on lab each semester, plus a summer Leadership Development and Assessment Course (LDAC). Students will learn advanced military tactics and gain experience in team organization, planning and decision-making. To benefit from the leadership training in the advance course, all students must have completed either the basic course (4-year program) or have attended the Leader's Training Course (2-year program). Students must meet the following qualifications to be enrolled in the advance course:

- be a citizen of the United States citizen;
- be of sound physical condition and pass the U.S. Army physical fitness test;
- meet the required professional military educational requirements;
- be at least 17 years of age to enroll into the advance course and be able to complete all commissioning requirements before age 30 (age can be waived to age 32); and
- commit to accept a commission and serve as an Officer in the U.S. Army on Active Duty or in a Reserve Component (U.S. Army Reserve or Army National Guard) upon college graduation.

Leadership Development and Assessment Course (Advance Course Program)

Every ROTC cadet who enters into the Advanced Course attends the Leader Development and Assessment Course. It is a 4-week summer course designed to evaluate and train all Army ROTC cadets. This course normally takes place between the junior and senior years of college and is conducted at Fort Lewis, Washington. Students who attend this course will receive a stipend, transportation to and from camp, housing, and meals. Students who want to receive 4 college credits for this course may enroll in MIS 303: National Advance Leadership Course.

The Commitment

Army ROTC cadets who receive an Army ROTC scholarship or enter the Army ROTC Advanced Course must commit to being commissioned a Second Lieutenant in the U.S. Army and to complete an 8-year period of service with the Army. Students may serve full-time on active duty, part-time in either the U.S. Army Reserves or the Army National Guard, or a combination of full-time and part-time.

Scholarship Programs

Students who accept an Army ROTC scholarship must also commit to accepting a commission and serve as an Officer in the U.S. Army on Active Duty or in a Reserve Component (U.S. Army Reserve or Army National Guard) upon college graduation. Scholarships provide either 100 percent costs for tuition, labs, and fees; or, costs for room and board up to the amount of tuition costs. In addition, scholarship students will receive a book stipend of \$450 per semester. Students receiving ROTC tuition scholarships may also be eligible for a GCU room and board scholarship. Army ROTC offers 2-, 3-, and 4-year scholarship programs to outstanding young men and women based on the time remaining to complete a degree. Scholarships are awarded based on a student's merit and grades, not financial need.

High School 4-year: The national high school 4-year, active duty, scholarship is for high school students planning on attending a 4-year college program. Applications should be submitted by November 15. Applications submitted past that date will be considered; however, late applications may not be as competitive due to selection time frames. Applications may be obtained at:

<http://www.rotc.usaac.army.mil>.

College 4-, 3- and 2-year: These active duty scholarships are for students already enrolled full time in college. Contact the GCU Army ROTC Department at rotcofficer@gcu.edu for more information, or call: (602) 639-6340.

Guaranteed Reserve Forces Duty (GRFD): These reserve components, 2- and 3-year scholarships, are strictly dedicated for those students desiring to serve in the U.S. Army Reserve or Army National Guard. Contact the GCU Army ROTC Department at rotcofficer@gcu.edu for more information, or call (602) 589-2825.

Living Expenses

Scholarship and all Advance Course students also receive a monthly, non-taxable, living allowance for each school year. The amount depends on a student's

level in the ROTC curriculum: Freshman: \$300; Sophomore: \$350; Junior: 450; Senior: \$500 per month. If you chose to live in the GCU dorms, you may be eligible to receive a GCU ROTC Housing Scholarship for up to \$3,750 towards your room and board.

Simultaneous Membership Program

Under this program, ROTC students may simultaneously be members of the Army Reserve or the National Guard. The combination of advance course living allowance and pay for Army Reserve or National Guard participation can provide between \$550 and \$1,000 per month.

Graduate and Professional Studies Programs

Graduate students may also enroll in the ROTC program. Outstanding students who desire to earn graduate or professional degrees may request and receive an educational, active duty, delay of up to 4 years to complete school.

Nurse Program

GCU is one of only 56 universities nation-wide that has a partnership in nursing with the U.S. Army and has been the largest program in the Southwest and second largest on the West Coast. Through ROTC, nursing students will distinguish themselves from their peers by developing unique characteristics of leadership and officership. In addition to scholarship benefits, students may be reimbursed for: nurse malpractice insurance, immunization and testing fees, nursing uniforms and clinical supplies, clinical fees, NCLEX-RN review course and testing fees, and a Littman cardiology stethoscope. Nurse students will also have the opportunity to attend professional training during the Nurse Summer Training Program (NSTP). NSTP is a 3-week, 120-hour, clinical rotation program at major Army medical centers throughout the United States and Germany. This paid clinical elective is offered between a student's junior and senior year and after completing the Leaders Development and Assessment Course. This program is designed to introduce students to the Army Medical Department and to the roles and responsibilities of an Army Nurse. Students who want to receive 4 credits for NSTP should coordinate with their ROTC instructor.

Grand Experience

(General Education Requirements)

Overview

The Grand Experience prepares Grand Canyon University graduates to think critically, communicate clearly, live responsibly in a diverse world, and thoughtfully integrate their faith and ethical convictions into all dimensions of life. These competencies, essential to an effective and satisfying life, are outlined in the Grand Experience's Learner Outcomes. Grand Experience courses embody the breadth of human understanding and creativity contained in the liberal arts and sciences tradition. Students take an array of foundational knowledge courses that promote expanded knowledge, insight, and the outcomes identified in the Grand Experience University Competencies. The knowledge and skills students acquire through these courses serve as a foundation for successful careers and life long journeys of growing understanding and wisdom.

University Competencies

Academic Community in Christ

Integrate an understanding of the Christian world-view and its relevance to the dimensions of life

Ethics and Values

Make judgments informed by Christian virtues and ethical principles

Global Citizenship

Participate responsibly in diverse communities

Communication

Use written and oral expression effectively

Artistic Appreciation

Integrate an appreciation of artistic expression and its role in human endeavors

Integration of Knowledge

Implement critical thinking to evaluate ideas and integrate knowledge

Reasoning

Reason effectively in numerical and verbal terms

Intellectual Mastery

Comprehend and integrate their discipline with other disciplines

Grand Experience Requirements

Area of Study	Permissible GCU Courses
Christian Studies Total of 6 credits	<ul style="list-style-type: none"> ▪ INT 463 or BIB 113 ▪ PHI 101 or BIB 123 ▪ Christian Studies course*
Communication Total of 3 credits	<ul style="list-style-type: none"> ▪ COM 101

Area of Study		Permissible GCU Courses
English Composition Total of 6 credits		<ul style="list-style-type: none"> ▪ ENG 101^Δ ▪ ENG 102^Δ
Fine Arts Total of 3 credits		<ul style="list-style-type: none"> ▪ MUS 252 ▪ Art, Theater, or Music course*
Humanities Total of 6 credits	History Total of 3 credits	<ul style="list-style-type: none"> ▪ HIS 103* ▪ HIS 104* ▪ HIS 107 ▪ HIS 108*
	Philosophy or Literature Total of 3 credits	<ul style="list-style-type: none"> ▪ PHI 222 ▪ PHI 329* ▪ Literature course*
Mathematical Inquiry Total of 3 credits		<ul style="list-style-type: none"> ▪ MAT 121 or higher-level course*
Social Sciences Total of 3 credits		<ul style="list-style-type: none"> ▪ PSY 101 ▪ SOC 101 ▪ POS 100* ▪ ECN 201 or ECN 202 ▪ JUS 100*
Bachelor of Science (Scientific Inquiry) Total of 8 credits		<ul style="list-style-type: none"> ▪ BIO course* ▪ CHM course* ▪ GLG course* ▪ PHY course*
Bachelor of Arts (Language Inquiry) Total of 8 credits		<ul style="list-style-type: none"> ▪ Foreign Language Courses*
Total Grand Experience Credits: 38		

*Some courses are not offered online.

Policies

Christian studies courses may be taken from the Christian Foundations and/or the Christian Expressions categories. We recommend students take three credits from each category.

GCU will accept transfer credits to meet the Grand Experience Christian Studies requirements that have the following course prefixes and meet the specified guidelines:

A course prefix that indicates Biblical and/or theological studies courses (e.g. BIB, THEO)

A course prefix that indicates Christian studies or Christian leadership or ministry courses (e.g. MIN – Ministry, CHL – Christian Leadership)

A course prefix that indicates humanities (e.g. HUM) courses and has in its catalog/course description explicit and direct reference to ethics, or human values, or worldview, or religion

A course prefix that indicates philosophy (e.g. PHI) courses and has in its catalog/course description explicit and direct reference to ethics, or human values, or worldview, or metaphysics, or religion

A course prefix that indicates religion courses (e.g. REL)

Assessed Placement in Mathematic Classes

All students enrolling in College Algebra (MAT 121) must take a mathematics placement test. Being placed in the mathematics course that is appropriate for students' experience and knowledge is important for success. Students who enroll in a mathematics course that is more advanced than the course recommended by the placement exam risk earning sub-standard grades.

Students should take math placement tests before the start of classes and within the appropriate time window for a given semester (see below).

Time Windows

Because math skills can atrophy over time, placement tests for a course must be taken reasonably close in time to the semester when the course is taken. The time window for each semester is given below:

Semester of Course	Time Window for Placement Test
Fall	the preceding Spring semester
Spring	the preceding Fall semester
Summer Session	the preceding Spring semester

Placement

Total Correct Score less than 40 - Students should be considered for placement into mathematical concepts (MAT 100).

Total Correct Score between 40 and 62 - Students should be considered for placement into intermediate algebra (MAT 120).

Total Correct Score above 62 - Students should be considered for placement into college algebra or a credit-bearing course immediately preceding calculus.

Self-Placement in English Classes

Freshman and transfer students have the opportunity to make an important decision that may affect their success in courses at Grand Canyon University. They have the choice of enrolling in one of two courses that have proven to be beneficial for students who need to improve writing skills in order to succeed at meeting college-level communication expectations.

Specifically, if a student's ACT scores are 1-18 and/or their SAT verbal score is 200-389, then the administration strongly recommends that students enroll in UNV 105 (Writing Experience I). If ACT scores are 19-20 and/or SAT Verbal scores are 390-469, the administration strongly recommends that these students enroll in UNV 110 (Writing Experience II).

Even if ENG 101 and 102 have already been completed at another institution, these students will likely benefit from taking either of these courses if their test scores fall within these lower ranges. Also, students who have been away from college for an extended amount of time will benefit greatly from taking these courses as a refresher of the basics. See the accompanying chart for complete placement information.

Students who have been placed in ENG 103 Honors Composition based on ACT and/or SAT scores may satisfy the requirements of the English section the Grand Experience requirements by successfully completing this course. ENG 103 replaces ENG 101 and ENG 102 in content but not in total credit hours. Only English faculty may place students in ENG 103 based on SAT and/or ACT test scores.

ACT English Scores	SAT Verbal Scores	Recommended Placement
1 – 18	200 – 389	UNV 105
19 – 20	390 – 469	UNV 110
21 – 28	470 – 589	ENG 101/102
29 or above	590 or above	ENG 103 (Honors)
500 or above		ENG 101/102

on TOEFL

Degree Emphasis

By the beginning of the junior year, undergraduate students are required to select one subject area, to be known as their major, in which they must present at least 30 semester hours of acceptable credit. In certain areas of study, the number of hours required for a major exceeds 30. At least 15 hours must be upper division. Transfer students should consult the paragraph concerning Minimum Residence. Students must also have a cumulative 2.00 GPA in their major and are not permitted to count in the major any course with a grade below 2.00. A candidate for a secondary teaching certificate must have a 2.50 average or above in the teaching major.

With few exceptions, undergraduate students must also select a different subject area, to be known as the minor, in which they must present 18 hours of

acceptable credit. Of these 18 hours, six must be from upper division courses. Students must have a 2.00 GPA in their minor and are not permitted to count in the minor any course with a grade below 2.00.

Students who want certification to teach their minor subject area should earn 24 hours in that field. Students should consult the College of Education for details.

A student may elect to complete a second major in lieu of a minor. A student who chooses to complete two majors will earn only one baccalaureate degree. (If two baccalaureate degrees are sought, see Double Degree policies.)

No course may count toward hours required for the completion of both major and minor, or both majors if pursuing a second major in lieu of a minor.

The Ken Blanchard College of Business

College Description

The Ken Blanchard College of Business (KBCOB) focuses on providing cutting-edge and innovative courses designed to meet students' career needs. The College offers Programs of Study for those who desire the traditional four-year baccalaureate degree, accelerated degree-completion programs for working adults, and graduate degrees for working professionals. The College's academically qualified faculty has relevant business and teaching experience and is committed to providing an excellent business education through the primacy of teaching, offering small class sizes, and building student-faculty relationships that foster the student's academic and professional growth.

College Mission

The mission of the KBCOB is to equip competent business professionals to demonstrate their love of God and neighbor through their business practices.

College Features

The Ken Blanchard College of Business is comprised of two academic divisions. Each division serves a unique set of students and offers quality programs to meet specific students' career needs.

Division of Business Studies

The Division of Business Studies exists to serve both undergraduates who are preparing to initiate careers and working professionals who are seeking to develop their careers further. Grand Canyon University is accredited by the Association of Collegiate Business Schools and Programs (ACBSP) to offer the following degrees: Bachelor of Science in Accounting, Bachelor of Science in Business Administration, Bachelor of Science in Marketing, and Master of Business Administration.

The Division of Business Studies offers a Bachelor of Science (BS) degree with majors in Accounting, Business Administration, and Marketing. The accounting major is designed to prepare students for professional practice in corporate accounting and finance or for management positions in business. Completing the requirements for the accounting major qualifies students to sit for the Certified Management Accountant (CMA) examination. The business administration major is a broadly-based degree that emphasizes technical, human, and conceptual skills that encompass all functional areas of business. The marketing major combines a strong business core with special emphasis in market forces, marketing strategy, and sales management.

The Master of Business Administration (MBA) program, designed for working professionals, provides emphases in Accounting, Finance, Health Systems

Management, Leadership, Marketing, and Six Sigma. The Master of Business Administration (MBA) degree is designed for working professionals who desire to complete their graduate degree without interrupting their professional careers. The program consists of 39-51 graduate credit hours. Students with the necessary academic or professional background who complete two courses per semester on a trimester basis will be able to complete the MBA program in just over two years.

In addition to their degree offerings, the Ken Blanchard College of Business offers students the opportunity to be members of two student organizations:

Institute of Management Accountants (IMA) Student Chapter, open to any student interested in business, is affiliated with the Phoenix Chapter of the IMA. Primary activities include sponsoring guest speakers, visiting area businesses, performing community service projects, and participating in Phoenix Chapter IMA events.

Delta Mu Delta, a national honor society, is open to both graduate and undergraduate students by invitation only based primarily upon scholastic achievement.

Division of Professional Studies

For working adults seeking an undergraduate degree, the Division of Professional Studies offers a Bachelor of Science degree completion program in Applied Management in both campus and online modalities. This program offers a rigorous, challenging, and meaningful education that is compatible with the schedules of working adults.

The Division of Professional Studies also offers the Master of Science in Leadership which takes a highly regarded and innovative approach to leadership education for managers and executives.

Division of Business Studies

Degree Requirements

Undergraduate Program Credits

The Grand Experience	38 credits
Business Core	54 credits
Major Requirements	24 credits
Free Electives*	12 credits

Total Bachelor of Science Requirements 128 credits

*Applies to campus students only.

Business Core

ECN 202	Microeconomic Principles	3 credits
MGT 301	Principles of Management	3 credits
BUS 307 ^Δ	Business Communication	3 credits
MKT 301	Principles of Marketing	3 credits
FIN 301	Fundamentals of Business Finance	3 credits
BUS 318	Ethical Issues in Business and Society	3 credits
BUS 251	Business Statistics	3 credits
ECN 201	Macroeconomic Principles	3 credits
BUS 310	Business Law I	3 credits
MGT 415	Organizational Behavior	3 credits
ACC 211	Financial Accounting	3 credits
ACC 212	Managerial Accounting	3 credits
SYM 301	Principles of Information Systems	3 credits
MGT 310	Production and Operations Management	3 credits
BUS 406	International Business	3 credits
MGT 433	Human Resource Management	3 credits
MKT 306	Services Marketing	3 credits
BUS 480 ^Δ	Strategic Management	3 credits

Total Business Core Hours 54 credits

^Δ Writing-Intensive course

Bachelor of Science in Accounting

Degree Requirements

The accounting program is designed to prepare students for professional practice in corporate accounting, corporate finance, or public accounting. Completing the requirements for the accounting

major qualifies students to sit for the Certified Management Accountant (CMA) examination.

The Grand Experience	38 credits
Business Core	54 credits
Accounting Major	24 credits
Free Electives*	12 credits

Total Bachelor of Science in Accounting 128 credits

*Applies to campus students only.

Accounting Major Requirements

ACC 321	Intermediate Accounting I	3 credits
ACC 322	Intermediate Accounting II	3 credits
ACC 331	Cost Accounting	3 credits
ACC 383	Advanced Accounting	3 credits
ACC 429	Corporate Taxation	3 credits
ACC 430	Accounting Information Systems	3 credits
ACC 401	Financial Statement Analysis	3 credits
ACC 490	Auditing	3 credits

Total Accounting Major 24 credits

Bachelor of Science in Business Administration

Degree Requirements

The business administration program is broad-based and cross-functional in nature. The degree requirements are designed to prepare students for general careers in business, with specific emphasis placed on management skill development.

The Grand Experience	38 credits
Business Core	54 credits
Business Administration Major	24 credits
Free Electives*	12 credits

Total Bachelor of Science in Business Administration 128 credits

* Applies to campus students only.

Business Administration Major Requirements

ACC 331	Cost Accounting	3 credits
MGT 435	Project Management	3 credits
SYM 303	Systems Analysis and Design	3 credits
AMP 490	Organizational Development and Change	3 credits
MKT 480	Marketing Management	3 credits
BUS 315	Business Law II	3 credits
MKT 302	Buyer and Consumer Behavior	3 credits
FIN 402	Intermediate Finance	3 credits
	Total Business Administration	24 credits

Business Administration Major with an Emphasis in Healthcare Management Requirements

ACC 331	Cost Accounting	3 credits
MGT 435	Project Management	3 credits
SYM 303	Systems Analysis and Design	3 credits
AMP 490	Organizational Development and Change	3 credits
MKT 480	Marketing Management	3 credits
HSM 301	Principles of Healthcare Management	3 credits
HSM 402	Healthcare Economics and Finance	3 credits
HSM 418	Ethical Concerns in Healthcare	3 credits
Total Business Administration		24 credits

Business Administration Major with an Emphasis in Management of Information Systems Requirements

ACC 331	Cost Accounting	3 credits
MGT 435	Project Management	3 credits
SYM 303	Systems Analysis and Design	3 credits
AMP 490	Organizational Development and Change	3 credits
MKT 480	Marketing Management	3 credits
SYM 302	Database and Decision Support Systems	3 credits
SYM 305	Business Programming	3 credits
SYM 306	Data Communications and Networking	3 credits
Total Business Administration		24 credits

Bachelor of Science in Marketing

Degree Requirements

The marketing program prepares students for entry-level positions in marketing. The degree requirements are designed to equip students with advanced skills in the areas of advertising and promotion, marketing research, consumer behavior, and marketing strategy.

<u>The Grand Experience</u>	38 credits
Business Core	54 credits
Marketing Major	24 credits
Free Electives*	12 credits
<hr/>	
Total Bachelor of Science in Marketing	128 credits

*Applies to campus students only.

Marketing Major Requirements

MKT 302	Buyer and Consumer Behavior	3 credits
MKT 303	Sales and Sales Management	3 credits
MKT 304	Promotion and Advertising	3 credits

MKT 306	Services Marketing	3 credits
MKT 409	Retailing and E-tailing	3 credits
MKT 425	International Marketing	3 credits
MKT 440	Marketing Research and Reporting	3 credits
MKT 480	Marketing Management	3 credits
Total Marketing		24 credits

Internship Guidelines

Internships are strongly recommended for all academically qualified campus students and are available in Fall, Spring, and Summer semesters for any discipline taught in the Ken Blanchard College of Business. In order to make arrangements for an internship, the student should see the Director of the Internship Program.

Guidelines for a Business Internship:

Internships are limited to students who have completed at least two years of college work.

A maximum of two semesters of internships may be taken. The second semester should be taken with a different organization than the first.

A maximum of six credit credits can be awarded. Normally, internships are for three credit credits per semester. Interns are expected to complete a minimum of 45 hours of documented work for each academic credit earned.

No academic credit will be granted for performing duties in the student's current job. An internship with a student's past or current employer must be for a special internship assignment and not be a part of his or her regular job assignment. In no case will academic credit be granted for work done in the past.

A faculty member within the Business Division will serve as faculty sponsor for their internship. The faculty sponsor will assist the student in developing written goals for the internship and in working with the student's employing organization.

A Reflection Paper is required of all interns. Normally, this is written at the end of the internship experience. It should include the intern's self-evaluation of whether the internship goals were met and why. It should also include a discussion of how the skills needed to succeed in the internship compare with those developed within the coursework included in the student's academic major. The faculty sponsor and the Director of the Internship Program will grade reflection papers.

At the end of the semester, interns will receive a grade of either credit (CR) or non-credit (U). The Director of the Internship Program and the faculty sponsor will make this determination based on the quality of the intern's reflection paper and the written evaluation of the intern's supervisor in the employing organization.

Graduate Programs

credits

Master of Business Administration

The Ken Blanchard College of Business offers the Master of Business Administration (MBA) degree, with available emphases in Accounting, Finance, Health Systems Management, Leadership, Marketing, and Six Sigma. The program is designed to afford students the opportunity to develop cross-functional business-management skills, preparing business practitioners for advanced management and executive positions. Students have the option of completing two emphasis areas as part of their MBA degree. The Ken Blanchard College of Business MBA Program is fully accredited by the Association of Collegiate Business Schools and Programs (ACBSP).

Additional Graduate Business Admission Requirements

Students must have the equivalent of two years full-time professional work experience prior to entering the MBA program. GMAT scores are not required but are considered if submitted. Students with a GPA above 2.0 but below 2.8 and/or a non-business undergraduate degree may be admitted on a probationary basis but must successfully complete the four MBA Fundamentals courses with a cumulative GPA of 3.0 or higher.

Students of the Ken Blanchard Executive Master of Business Administration program must have, at least, five to seven years management experience at or above the Director level. They must also have corporate sponsorship and successfully complete a pre-admission interview with the Program Director.

Master of Business Administration Degree Requirements

The MBA program is designed for experienced business professionals. The curriculum prepares student for advanced management positions in functional or line units within business organizations.

MBA Fundamentals*	12 credits
Business Administration Core	30 credits
Emphasis	9 credits
Total Master of Business Administration	39-51 credits

MBA Fundamentals Coursework*

MKT 501 Economics and Marketing Principles	3 credits
ACC 501 Accounting Principles	3 credits
SYM 501 Applied Business Probability and Statistics	3 credits
FIN 501 Finance Principles	3 credits
Total MBA Fundamentals	12

*MBA Fundamentals Coursework has been developed by the Ken Blanchard College of Business faculty to prepare non-business students (those not holding an undergraduate degree in a business discipline) for the rigors of the MBA program and to supply the student with the basic knowledge needed to take graduate level academic work in business. Successful completion of the four courses will demonstrate the student's potential to successfully complete the MBA program. Successful completion requires a minimum 3.0 GPA with no course receiving a grade lower than B-. Courses of C+ or lower must be repeated.

Master of Business Administration Core

BUS 602 Managerial Communications	3 credits
ECN 607 Managerial Economics	3 credits
MGT 602 Organizational Behavior	3 credits
BUS 601 Quantitative Methods in Business	3 credits
ACC 605 Managerial Accounting	3 credits
MKT 606 Marketing Management	3 credits
BUS 604 Organizational Ethics	3 credits
FIN 608 Managerial Finance	3 credits
SYM 603 Information Systems	3 credits
MGT 609 Strategic Management	3 credits
Total Master of Business Administration Core	30 credits

Areas of Emphasis

The requirement for an emphasis is to take three courses (9 semester credits in lieu of electives) in one area as listed below:

Accounting Emphasis

The MBA accounting emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in accounting that prepares students for advanced management positions in corporate or public accounting.

ACC 612 Internal Auditing	3 credits
ACC 619 Accounting Theory	3 credits
ACC 620 Financial Statement Analysis	3 credits

Finance Emphasis

The MBA finance emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in finance that prepares students for advanced management positions in corporate finance or investment banking.

ACC 620 Financial Statement Analysis	3 credits
FIN 624 Management of Working Capital	3 credits
FIN 626 Investments	3 credits

General Management Emphasis

The Masters of Business Administration with an Emphasis in General Management program is designed for working professionals who desire to complete a program of study that allows focus across technical, human, and conceptual skills that encompass the functional areas of business. As such, the program allows the student to develop custom emphasis areas that share strong foundations across accounting, economics, finance, information systems, management, marketing and quantitative methods provided in the core courses. Through flexible elective course selection opportunities are maximized for depth of learning across a wide variety of business content areas. The degree provides a broad management perspective as well as the analytical and interpersonal skills needed to succeed in a competitive business environment.

Select any Tier I course.	3 credits
Select any Tier II course.	3 credits
Select any Tier III course.	3 credits

Tier I Courses

ACC 612	Internal Auditing	3 credits
ACC 620	Financial Statement Analysis	3 credits
HSM 620	Health Systems Management	3 credits
MGT 623	Organizational Development and Change	3 credits
MKT 624	Services Marketing	3 credits
SYM 653	Business Programming Management	3 credits
SYM 633	Fundamentals of Six Sigma	3 credits

Tier II Courses

ACC 619	Accounting Theory	3 credits
FIN 624	Management of Working Capital	3 credits
HSM 621	Healthcare Finance	3 credits
MGT 625	Leadership Styles and Development	3 credits
MKT 625	Seminar in Marketing	3 credits
SYM 654	Database Management Systems	3 credits
SYM 634	Advanced Six Sigma	3 credits

*Students may not take SYM 634 unless they selected SYM 633 in Tier I.

Tier III Courses

ACC 620	Financial Statement Analysis	3 credits
FIN 626	Investments	3 credits
HSM 622	Ethical concerns in Healthcare	3 credits
MGT 626	Organizational Systems and Cultures	3 credits
MKT 628	International Marketing	3 credits
SYM 655	Data Communications and Network Management	3 credits

Health Systems Management Emphasis

The MBA health systems management emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in health systems management that prepares students for advanced management or senior administration positions in the healthcare industry.

HSM 620	Healthcare Systems Management	3 credits
HSM 621	Healthcare Finance	3 credits
HSM 622	Ethical Concerns in Healthcare	3 credits

Leadership Emphasis

The MBA leadership emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in leadership theory and application.

MGT 623	Organizational Development and Change	3 credits
MGT 625	Leadership Styles and Development	3 credits
MGT 626	Organizational Systems and Cultures	3 credits

Management of Information Systems Emphasis

The Master of Business Administration with an Emphasis in Management of Information Systems program is designed for experienced business professionals. The curriculum prepares students for advanced management positions in functional or line units within business organizations.

SYM 653	Business Programming Management	3 credits
SYM 654	Database Management Systems	3 credits
SYM 655	Data Communications and Network Management	3 credits

Marketing Emphasis

The MBA marketing emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in marketing that prepares students for advanced management

positions in corporate marketing or brand management.

MKT 624	Marketing of Services	3 credits
MKT 625	Seminar in Marketing	3 credits
MKT 628	International Marketing	3 credits

Six Sigma Emphasis

The MBA Six Sigma emphasis combines the broad-based, general management curriculum of the MBA program with specialized study in Six Sigma theory, methodology, and project management skills.

SYM633	Fundamentals of Six Sigma	3 credits
SYM634	Advanced Six Sigma	3 credits
SYM635	Applied Six Sigma	3 credits

Dual-Degree Programs

The Ken Blanchard College of Business offers two dual-degree graduate programs: the Master of Business Administration and Master of Science in Leadership, as well as the Master of Business Administration and Master of Science-Nursing: Nursing Leadership in Health-Care Systems[♦].

[♦] Information concerning the Master of Science-Nursing: Nursing Leadership in Health-Care Systems program is located in the College of Nursing section of the catalog.

Master of Business

Administration/Master of Science in Leadership (Dual-Degree)

The Master of Business in Administration and Master of Science in Leadership (MBA/MSL) dual-degree program is designed to afford students the opportunity to develop cross-functional business management skills as well as cognitive and behavioral skills necessary to be an effective leader.

MBA Fundamentals*	12 credits
Business Administration Core	30 credits
Master of Science in Leadership	27 credits

Total Master of Business Administration and Master of Science in Leadership 57-69 credits

MGT623	Organizational Development and Change	3 credits
MGT625	Leadership Styles and Development	3 credits
MGT626	Organizational Systems and Cultures	3 credits
MLE 605	Leading High-Performance Teams	3 credits
MLE 619	Power, Politics, and Influence	3 credits
MLE 617	Leadership and Innovation	3 credits
LDR 657	Leading Global Organizations	3 credits

LDR 650	Diversity Management and Leadership	3 credits
MLE 621	Contemporary Issues in Leadership	3 credits
Total Master of Science in Leadership		27 credits

Executive Master of Business Administration

The Ken Blanchard Executive Master of Business Administration is designed to equip competent executives and high potential senior managers with the skills needed to lead organizations to performance excellence by creating dynamic organizations, passionate employees, devoted customers, satisfied investors and grateful communities.

MGT 630	Leading Self	3 credits
MKT 631	Customer Value and Service Excellence	3 credits
MKT 632	Solutions-Based Relationship Management and Branding	3 credits
FIN 633	Financial Intelligence and Decision Making	3 credits
ACC 634	Balancing Conflicting Financial Interests	3 credits
MGT 635	Leveraging Human Capital	3 credits
MGT 636	Leading Others	3 credits
BUS 637	Serving Communities	3 credits
ECN 638	Growth Strategies	3 credits
MGT 639	Strategic Advantage within the Global Economy	3 credits
BUS 640	Building Efficient Organizations	3 credits
BUS 641	Building Innovative Organizations	3 credits
MGT 642	Leading Organizations	3 credits
Total Executive Master of Business Administration		39 credits

Division of Professional Studies

Bachelor of Science in Applied Management

The Applied Management Program is a bachelor's degree completion program designed for the adult working professional 25 years and older who has completed at least two years of college (63 semester-credit hours). The program emphasizes organizational behavior, real-world management, leadership and supervision, marketing concepts, managerial accounting, and effective oral and written business communications required of business managers.

Grand Experience	38 credits
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Professional Studies Core Requirements	45 credits
Elective Requirements	45 credits
Total Degree Credits	128 credits

Applied Management Core

AMP 370	Systems Concepts	3 credits
AMP 330	Group Dynamics	3 credits
AMP 340	Management Principles	3 credits
AMP 410 ^A	Ethical Decision-Making	3 credits
AMP 350	Managerial Communications	3 credits
AMP 360	Informational Technology and Systems	3 credits
AMP 420	Marketing Environment	3 credits
AMP 430	Human Resources	3 credits
AMP 440	Financial Decision-Making	3 credits
AMP 450	Leadership and Vocation	3 credits
AMP 460	Project Management	3 credits
AMP 470	Global Management	3 credits
AMP 480	Small Business Entrepreneurship	3 credits
AMP 490	Organizational Development and Change	3 credits
AMP495	Capstone- Action Research Project	3 credits
Total Bachelor of Science in Applied Management		45 credits

Master of Science in Leadership

The Masters of Science in Leadership (MSL) degree program is designed to provide applied cognitive and behavioral skill sets necessary to be an effective leader. The MSL program curriculum explores values, content knowledge, and skills required to understand and apply effective leadership within corporate and social contexts.

MLE 601	Introduction to Organizational Leadership	3 credits
MGT 625	Leadership Styles and Development	3 credits
BUS 604	Organizational Ethics	3 credits
MLE 605	Leading High-Performance Teams	3 credits
MLE 619	Power, Politics, and Influence	3 credits
MGT 626	Organizational Systems and Cultures	3 credits
MLE 613	Strategic Planning and Decision-Making	3 credits
MGT 623	Organizational Development and Change	3 credits
MLE 617	Leadership and Innovation	3 credits
LDR 657	Leading Global Organizations	3 credits
LDR 650	Diversity Management and Leadership	3 credits
MLE 621	Contemporary Issues in Leadership	3 credits
Total Master of Science in Leadership		36

Master of Science in Leadership in Disaster Preparedness and Crisis Management

The Disaster Preparedness and Crisis Management emphasis will provide courses in the areas of occupational health and safety, disaster preparation and crisis management, and environmental issues directly related to leadership skills development and content required of leaders in the area of emergency public safety and response.

MLE 601	Introduction to Organizational Leadership	3 credits
MGT 625	Leadership Styles and Development	3 credits
BUS 604	Organizational Ethics	3 credits
MLE 605	Leading High-Performance Teams	3 credits
MLE 619	Power, Politics, and Influence	3 credits
MGT 626	Organizational Systems and Cultures	3 credits
MLE 613	Strategic Planning and Decision-Making	3 credits
MLE 623	Organizational Development and Change	3 credits
MLE 617	Leadership and Innovation	3 credits
EFL 627	Disaster Preparation and Crisis Management	3 credits
EFL 628	Environmental Issues and Hazard Management	3 credits
EFL 670	Contemporary Issues in Disaster Preparedness & Crisis Management	3 credits
Total Master of Science in Leadership		36 credits

Master of Science in Leadership with an Emphasis in Information Security

The Master of Science in Leadership with an Emphasis in Information Security degree program is designed to provide the applied cognitive and behavioral skill sets necessary to develop highly ethical leaders who are able to address critical issues in information security. The MSL-IS program curriculum addresses values, content knowledge, and skills necessary to effectively protect the nation's information and information systems.

SYM 603	Information Systems	3 credits
MGT 629	Organizational Security Systems and Awareness	3 credits
BUS 605	Legal and Ethical Practices in Information Security	3 credits
RES 615	Applied Research Development	3 credits

	in Information Security	
BUS 606	Business and Security Risk Analysis	3 credits
MLE 601	Introduction to Organizational Leadership	3 credits
MLE 606	High Performance Information Security Project Management	3 credits
MGT 628	Information Security and Organizational Change Development	3 credits
MGT 625	Leadership Styles and Development	3 credits
MLE	Strategic and Technological	3 credits

614	Trends in Information Security	
RES 616	Qualitative and Quantitative Analysis	3 credits
MLE 618	Leadership and Innovation in Information Security Management	3 credits
MLE 619	Power, Politics, and Influence	3 credits
<hr/> Total Master of Science in Leadership with an Emphasis in Information Security		36 credits

The College of Entrepreneurship

College Description

The College of Entrepreneurship (COENT) prepares students to be self-motivated, self-managed, and self-disciplined entrepreneurs with the skill-set to manage their own careers either by starting their own business venture or working within a start-up, entrepreneurial business environment. The College philosophy embraces "entrepreneurs teaching up and coming entrepreneurs." The College's academically qualified entrepreneurial faculty has relevant business experience and is committed to providing an excellent education through the primacy of teaching, offering small class sizes, and building student-faculty relationships that foster the student's ability to be successful in their start-up venture.

College Mission

The mission of the College of Entrepreneurship is to transform the state of entrepreneurship worldwide through the creation of masters of business design.

College Features

The College of Entrepreneurship offers a BS in Entrepreneurship, with plans to extend this offering to a MS in Entrepreneurship by August 2007. Additionally, the College offers numerous Executive Educational courses for those seeking to strengthen key skills sets.

Bachelor of Science in Entrepreneurship

Grand Canyon University's Bachelor of Science in Entrepreneurship program is built on the principles of personal integrity, values, and innovation. Emphasizing the philosophy of being an "Entrepreneurial School by Entrepreneurs," the program provides students with the skills to think analytically, ask the right questions, solve problems, and function as an entrepreneur in both small and large companies. Students are prepared to be self-motivated, self-managed, and self-disciplined entrepreneurs with the skill-set to manage their own careers either by starting their own business venture or working within a start-up, entrepreneurial business environment. Interaction with successful entrepreneurs, business consulting opportunities, and individual venture capital projects are highlighted in the program.

Degree Requirements

<u>The Grand Experience</u>	38
Business Core	48
Entrepreneurship Major	30
Electives*	12
	credits
Total Bachelor of Science in Entrepreneurship	128 credits
*Campus students may have access to a wider range of electives than the ones listed below.	

Electives

UNV 101	University Success	3 credits
PHI 215	Introduction to Logic	3 credits
SOC 101	Understanding Society	3 credits
HIS 317	Studies in the Non-Western World	3 credits
Total Elective Credits		12 credits

Entrepreneurship Requirements

ENT 100	The Entrepreneurial Economy	3 credits
ENT 250	Public Relations and Networking Skills	3 credits
ENT 350	Sales and Negotiation Skills	3 credits
ENT 351	Legal Aspects for Entrepreneurs	3 credits
ENT 352	Entrepreneurship Experience I	3 credits
ENT 353	Venture Capital	3 credits
ENT 450	Social Entrepreneurship	3 credits
ENT 451	Special Market Sectors	3 credits
ENT 452	Entrepreneurship Experience II	3 credits
ENT 453	Intrapreneurship and Innovation	3 credits
Total Entrepreneurship		30 credits

The College of Education

College Description

The preparation of teachers for the public and private schools of our nation is a significant responsibility for the College of Education. The programs seek to ensure the highest level of professional and academic competence of the graduate in the classroom.

College Mission

The College of Education prepares leaders who possess foundational knowledge, encourage student-focused learning, implement quality instructional design, use effective classroom procedures, and engage in reflective practice.

College Features

The College of Education provides students with special program features. Practical classroom experience begins as early as the freshman year with a minimum of 100+ credits in the K-12 classroom prior to student teaching. Student teaching is offered in semester-long courses.

Faculty have significant experience in the K-12 school system and many adjunct faculty hold concurrent employment in the classroom and administrative positions.

The courses in education are planned to provide curricula for certification of elementary teachers, secondary teachers, special education teachers, and educational administrators. The student is strongly advised to contact the College of Education and/or the Arizona State Department of Education regarding certification information.

Fingerprint Clearance

All College of Education (COE) students must provide verification of fingerprint clearance (through a state issued finger print card or a state issued teaching certificate) and two letters of recommendation from supervisors or other professionals. Undergraduate COE students will not be allowed to enroll in EDU303 until these documents are provided. Graduate students will not be allowed to enroll in courses beyond their second course until these documents are provided. Students already in the system must provide these documents as soon as possible and will not be allowed to complete student teaching or internship components without them.

All College of Education students seeking an Arizona teaching or administrative credential or an Institutional Recommendation "IR" must complete program requirements for their degree program which include verification of finger print clearance; two letters of recommendation from supervisors or other

professionals and a supervised student teaching* or internship** component after all course work has been completed.

Prospective Arizona teachers may be required to take and pass the appropriate Arizona Educator Proficiency Assessments (AEPA) for Arizona licensure. Students can access information on the AEPA at <http://www.aepa.nesinc.com>. It is the student's responsibility to determine what, if any, testing is necessary for their individual state.

For information on program requirements contact an academic advisor. For information on field experience requirements including: practicum, student teaching, and internships please contact the College of Education Field Experience Directors.

*Student Teaching

Taken at the conclusion of all course work; 16 consecutive weeks; an unpaid, full time placement with a COE approved cooperating teacher; the cooperating teacher must be certified in the area in which the student teacher is teaching; can not be done over the summer months; required for an IR

**Internship:

Taken at the conclusion of all course work; 8 consecutive weeks; an unpaid, ½ time placement with an approved COE mentor administrator; can not be done over the summer months; required for an IR

Undergraduate Course Work

Students are given the choice of study in the areas of elementary education (grades K-8), secondary education (grades 7-12) with a second major in an academic area, and special education in cross-categorical.

Additional Undergraduate College of Education Admission Requirements

Application procedures and policies, specific to the College of Education, are available through the College of Education. It is the student's responsibility to enroll in the proper courses and to follow the policies and procedures of the University and the College of Education, regardless of the year of the catalog under which the student is enrolled. Admission to and continuance in the College of Education Teacher Education Program includes an evaluative component based upon the professional

view of the College of Education faculty and their collective opinion of one's potential for success in the K-12 classroom.

Students are responsible for any follow-up necessary for completing their College of Education files. Any College of Education student file not completed prior to enrolling in EDU 303 will be put in hold status. Students will be notified in writing of the action taken on their applications by the dean representing the College of Education faculty, subject to grievance to the College of Education Dean and the Vice President for Academic Affairs.

In addition to the general Undergraduate Admission Requirements listed in the Admission Policy and Procedure section, the following admission requirements must be met.

All candidates must submit two letters of reference; one from a supervisor and another professional reference

All candidates must submit a copy of their Fingerprint Clearance Card from their state Department of Public Safety or comparable agency prior to enrolling in EDU 303. Copies of the Fingerprint Clearance Card should be sent to:

The College of Education
3300 West Camelback Road
Phoenix, AZ 85017

The teacher education program of Grand Canyon University is approved by the Arizona State Board of Education. All Elementary Education, Special Education, and Secondary Certification majors must meet the requirements for the Grand Canyon University state-approved certification program prior to graduation. If state certification requirements change, students must meet the new requirements regardless of the catalog under which they will be graduating.

Additional COE Graduation Requirements

COE students are required to complete an assessment e-Portfolio. The e-Portfolio is the final assessment of students in each program, and is contributed to throughout the Program of Study. Final submission of the e-Portfolio is required to be eligible for graduation and must use the e-Portfolio product supported/used by GCU.

Bachelor of Science Degree Programs

These programs are designed for the preparation of elementary, secondary, and special education certified teachers offering study in a specialized area of education.

Coursework is offered in the following areas:

- Elementary Education; and
- Special Education.

Bachelor of Science in Elementary Education

Coursework is offered leading to certification in Elementary Education with a minor in Special Education, teaching English as a second language, or a content area commonly taught in grades K-8 in the Arizona public schools

Bachelor of Science in Special Education

Coursework is offered leading to certification in Special Education-Cross Categorical. Students may also take coursework leading to a double major with Elementary Education.

Endorsements

Several different types of endorsements are made available through the various State Departments of Education. Students should contact their respective state agency to determine the range and requirements of endorsements that are offered.

Graduate Coursework

Once the student is accepted into the graduate program, the candidate has five years to complete the Program of Study. Upon acceptance into the graduate program, the student will receive an Official Program of Study. In order for the Program of Study to remain valid, the student must be continuously enrolled in the program. All graduate students must maintain a 3.0 GPA.

Additional Graduate Education Admission Requirements

In addition to the general Graduate Admission Requirements listed in the Admission Policy and Procedure section, all candidates for graduate programs at GCU must submit the following information:

All candidates must submit a copy of their Fingerprint Clearance Card from their state Department of Public Safety or comparable agency and/or a copy of the state issued teaching certificate prior to enrolling in the third course of the declared program. Copies of the Fingerprint Clearance Card should be sent to:

Office of Academic Records
3300 West Camelback Road
Phoenix, AZ 85017
(602) 926-8437 (Fax)

Graduate Transfer Restrictions

The first course of the graduate Programs of Study cannot be satisfied by transferred credits.

Eligibility for Teaching Certification

Additional information is required for the following degrees:

Master of Arts in Teaching: A copy of current teaching certificate

Master of Education in Special Education for Currently Certified Teachers: A copy of current teaching certificate

Master of Education in Secondary Education: A certifiable major in secondary education content area. This major is any course of study commonly taught in grades 7-12 in public schools.

Additional Graduate Graduation Requirements

COE students are required to complete an assessment e-Portfolio. The e-Portfolio is the final assessment of students in each program, and is contributed to throughout the Program of Study. Final submission of the e-Portfolio is required to be eligible for graduation and must use the e-Portfolio product supported/used by GCU.

Master of Arts Degree Programs[∞]

Coursework is offered in the following areas:

- M.A. in Teaching**

Master of Education Degree Programs

These programs are designed for students who seek knowledge of educational theory and practice beyond the basic preparation offered in undergraduate teacher education programs.

Coursework is offered in the following areas:

M.Ed. in Elementary Education*

M.Ed. in Secondary Education*

M.Ed. in Education Administration**

M.Ed. in Reading**

M.Ed. in Instructional Technology**

Master of Education (M.Ed.) in School Counseling: Elementary*

Master of Education (M.Ed.) in School Counseling: Secondary*

M.Ed. in Special Education ***

*These degrees are designed for holders of a bachelor's degree (in an area other than education) seeking initial teacher certification and a graduate degree. These students will meet the criteria for an institutional recommendation from GCU for teacher certification in elementary or secondary education, as well as the goals of the graduate program.

**These degrees are designed for currently certified teachers. The degree in Educational Administration leads to Arizona principal certificates.

***There are three degree options available. One option leads to Arizona teacher certification. Another option is designed for currently certified teachers. A third option allows the student to complete their Master's degree without certification.

∞ Program offerings may vary by modality.

Undergraduate Degree Requirements

Student Teaching

Student teaching is 16 consecutive weeks and is a 40-hour a week commitment. Deadlines for applying for student teaching are as follows:

To teach during Fall semester – January 15

To teach during Spring semester – September 1

Required Testing for Certification

Prior to certification, the Arizona Department of Education requires a passing score on the professional knowledge portion of the Arizona Educator Proficiency Assessment (AEPA) and a passing score on the elementary education subject knowledge portion of the AEPA. The College of Education faculty recommends that both portions of the AEPA be taken during student teaching. To receive Institutional Recommendation a student must take and pass the AEPA for Arizona certification. Students should check with their state department of education for their own state teacher certification guidelines.

Education Core

EDU 183	Exploring Education as a Career	3 credits
EDU 303 ^Δ	Foundations of Education	3 credits
EDU 313	Educational Psychology	3 credits
EDU 363	Instructional Technology	3 credits
ESL 423*	SEI English Language Teaching: Foundations and Methodologies	3 credits

Total Education Core	15 credits
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* Provisional ESL Endorsement requires six credits of ESL coursework to include ESL 423: SEI English Language Teaching: Foundations and Methodologies. Six credits of a foreign language or foreign language proficiency or other second language learning as stated by the Arizona State Department of Education will be required prior to receiving the full ESL Endorsement.

^Δ Writing-Intensive course

Bachelor of Science in Special Education/Elementary Education, a Double Major with Certification in Cross Categorical (Grades K-12) (Eligible for Institutional Recommendation/Credential)

The Grand Experience	38 credits
Education Core	15 credits
Special Education Requirements	32 credits

Elementary Education Requirements	27 credits
Free Electives	16 credits

Total Bachelor of Science in Special Education/
Elementary Education Requirements 128 credits

Special Education: Cross Categorical

SPE 325 ^Δ	Educating Learners with Diverse Needs	3 credits
SPE 345	Characteristics of Students with Mental Retardation	3 credits
SPE 355	Characteristics of Students with Learning Disabilities	3 credits
SPE 365	Characteristics of Students with Emotional and Behavioral Disorders	3 credits
SPE 371	Characteristics of Students with Physical and Health Impairments	3 credits
SPE 376	Strategies for Teaching Students with Learning Disabilities	3 credits
SPE 386	Strategies for Teaching Students with Emotional and Behavioral Disorders	3 credits
SPE 435	Diagnosis and Assessment in Special Ed	3 credits
SPE 448	Student Teaching: Cross Categorical	8 credits
Total Special Education Credits		32 credits

Elementary Education Requirements

ESL 420*	English Linguistics	3 credits
EED 323	Curriculum and Methods: Science	3 credits
EED 403	Curriculum and Methods: Mathematics	4 credits
EED 463	Curriculum and Methods: Social Studies	3 credits
EED 473	Curriculum and Methods: Literacy: Reading/Language Arts GR 4-8	3 credits
EED 443	Curriculum and Methods: Literacy: Reading/Language Arts GR K-3	3 credits
EED 480	Student Teaching: Elementary School	8 credits
Total Elementary Education Credits		27 credits

* Provisional ESL Endorsement requires six credits of ESL coursework to include ESL 423: SEI English Language Teaching: Foundations and Methodologies. Six credits of a foreign language or foreign language proficiency or other second language learning as stated by the Arizona State Department of Education will be required prior to receiving the full ESL Endorsement.

Δ Writing-Intensive course

Bachelor of Science in Elementary Education (Grades K-8) (Eligible for Credential) (Emphasis Required)

The Bachelor of Science in Education in Elementary Education (Eligible for Credential) is a program designed for any individual interested in the education of children in the Grade K-8 setting, and is seeking a teaching certificate. The format and courses of the state and regionally accredited program are tailored to meet the needs of the adult learner and to maximize the content knowledge that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational psychology, reading strategies, teaching methods, and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a Gr. K-8 classroom to complete the program assignments. Students must be prepared to complete a full-time 16 week student teaching component at the end of the program. Graduates of the program are prepared to become informed educators in public and private schools and other settings requiring a teaching credential. The student should consult the Grand Canyon University Catalog and academic advisor on current policies and procedures inherent in a teacher credentialing program.

Degree Requirements

The Grand Experience*	38 credits
Elementary Education Core	54 credits
Emphasis	24 credits
Electives**	12 credits

Total Bachelor of Science in
Elementary Education 128 credits

**Campus students may have access to a wider range of electives than the ones listed below.

Preferred Electives

UNV 101	University Success	3 credits
PHI 215	Introduction to Logic	3 credits
SOC 101	Understanding Society	3 credits
HIS 317	Studies in the Non-Western World	3 credits

Total Elective Credits 12
credits

Elementary Education Core

EDU 303	Foundations of Education	3 credits
EDU 313	Educational Psychology	3 credits

EDU 363	Instructional Technology	3 credits
SPE 325	Educating Learners with Diverse Needs	3 credits
ESL 420	English Linguistics	3 credits
ESL 423	SEI English Language Teaching: Foundations and Methodologies	3 credits
EED 323	Curriculum and Methods: Science	3 credits
EED 403	Curriculum and Methods: Mathematics	3 credits
EED 443	Curriculum and Methods: Literacy: Reading/Language Arts GR K-3	3 credits
EDU 463	Curriculum and Methods: Social Studies	3 credits
EED 473	Curriculum and Methods: Literacy: Reading/Language Arts GR	3 credits
MAT 133	Contemporary Mathematics	3 credits
EDU 473	Children's Literature	3 credits
POS 300	Arizona/Federal Government	3 credits
EED 480	Student Teaching: Elementary School	12 credits
Total Elementary Education Core Credits		54 credits

English Emphasis

ENG 200	Analysis of World Literature	3 credits
ENG 201	Intermediate Grammar	3 credits
ENG 221	English Literature I	3 credits
ENG 301	Advanced Composition	3 credits
ENG 341	American Literature I	3 credits
ENG 413	The Novel	3 credits
ENG 421	Shakespeare	3 credits
ENG 352	The Short Story	3 credits
Total Emphasis Credits		24 credits

Math Emphasis

MAT 135	Numerical Systems, Operations, Properties, and Theories	3 credits
MAT 363	Probability and Statistics for Mathematics and Science	3 credits
MAT 220	Finite Mathematics	3 credits
MAT 310	College Geometry	3 credits
MAT 320	Technology in the Mathematics	3 credits

MAT 410	Curriculum Math PRAXIS Preparation	3 credits
MAT 484	Mathematics in the Elementary School	3 credits
MAT 495	Mathematics Capstone	3 credits
Total Emphasis Credits		24 credits

Science Emphasis

PHY 107	Astronomy	3 credits
PHY 107L	Astronomy Lab	1 credits
BIO 181	General Biology I	3 credits
BIO 181L	General Biology I Lab	1 credits
BIO 182	General Biology II	3 credits
BIO 182L	General Biology II Lab	1 credits
BIO 205	Microbiology	3 credits
BIO 205L	Microbiology Lab	1 credits
CHM 113	General Chemistry I	3 credits
CHM 113L	General Chemistry I Lab	1 credits
CHM 115	General Chemistry II	3 credits
CHM 115L	General Chemistry II Lab	1 credits
Total Emphasis Credits		24 credits

Secondary Education Certification (Grades 7-12)

Degree Requirements

Education Core	15 credits
Secondary Certification	27 credits

Total Bachelor of Science in Secondary Education/Certification Requirements	42 credits
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Secondary Education Certification

SPE 325 ^A	Educating Learners w/ Diverse Needs	3 credits
SED 442	Secondary Methods	3 credits
Acceptance into the College of Education is required for the following coursework:		
SED 443	Secondary Curriculum Development and Assessment	3 credits
SED 452	Learning Strategies Secondary School	3 credits
SED 462	Secondary Practicum	3 credits
SED 480	Student Teaching: Secondary School	12 credits

Total Secondary Certification	27 credits
^ Writing-Intensive course	

Graduate Degree Requirements

The graduate program is based upon a framework that provides for the professional growth of the teacher practitioner. This framework includes a cyclical process of inquiry, reflection, application, evaluation, and additional reflection. These five elements are incorporated into activities and assignments in each course of the program through a combination of collaborative and individual work. Graduate programs in education are provided in two learning formats; both online and traditional campus courses are available to the learner.

Master of Arts in Teaching Degree (Not Eligible for Institutional Recommendation/Non-Credential) Requirements

The following courses are required courses and must be taken in the sequence given below:

EDU 529	Foundation and Framework	3 credits
EDU 519	The Engaged Mind	3 credits
EDU 520	Classroom Management	3 credits
EDU 521	Current Classroom Methods and Strategies	3 credits
EDU 590	Educational Action Research	3 credits
EDU 530	Educational Leadership	3 credits
EDU 550	Technology Enhanced Instructional Design	3 credits
EDU 583	Teaching Reading in the Content Area	3 credits
EDU 532	Legal Issues in Education	3 credits
EDU 560	Curriculum Assessment for School Improvement	3 credits
Total Master of Arts in Teaching		30 credits

Master of Education in Education Administration

Degree Requirements

Education Administration Core	27 credits
Emphasis	9 credits

Total Master of Education Administration	36 credits
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Master of Education (M.Ed.) in Educational Administration Core

The following courses are required courses and must be taken in the sequence given below:

EDA 529	Education Administration
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	Foundation and Framework	3 credits
EDA 531	Survey of Organizational Theory	3 credits
EDA 530	Educational Leadership	3 credits
EDA 532	Legal Issues in Education	3 credits
EDA 533	Public School Finance	3 credits
EDA 550	Supervision and Instructional Leadership	3 credits
EDA 560	Curriculum Development for School Improvement	3 credits
EDA 570	Action Research in Education Administration	3 credits
EDA 590	Educational Leadership in Technology	3 credits

Total Master of Education in Education Administration	27 credits
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Areas of Emphasis

The requirement for an emphasis is to take three courses (9 semester credits in lieu of electives) in one area as listed below:

Master of Education (M.Ed.) in Education Administration (Eligible for Institutional Recommendation/Credential)

The Master of Education in Education Administration (Eligible for Institutional Recommendation/Credential) is a program designed for any individual interested in Educational Administration in the K-12 setting and is seeking an administrative certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of school leadership, administrative foundations, organizational theory, K-12 legal issues, public school finance, curriculum development, and instructional leadership. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must be prepared to complete a part time 8 week administrative internship component at the end of the program. Graduates of the program are prepared to become informed educational administrators in public and private schools and other settings requiring an administrative credential. Students must have a teaching certificate or be eligible for certification to be admitted into this program. The student should consult the Grand Canyon University Catalog and academic advisor on current policies and procedures inherent in an administrative credentialing program. In some circumstances, students may have

opportunities to assist in key events with an administrator before their Internship begins. Due to the fact that many of the assignments given for EDA 580 either occur at the beginning or end of school, students may begin logging Internship hours up to 8 weeks preceding EDA 580 with the approval of Director of Field Experiences. Students need to request this in writing and be approved before they can begin logging Internship hours.

EDA 540	The Principalship	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies	3 credits
EDA 580	Internship in Educational Administration	3 credits

Master of Education (M.Ed.) in Education Administration with an Emphasis in Organizational Leadership (Not Eligible for Institutional Recommendation/Non-Credential)

The Master of Education in Educational Administration Organizational Leadership Emphasis (Not Eligible for Institutional Recommendation/Non-Credential) is a program designed for any individual interested in the administration of educational and social services settings for children in the Grade K-12 setting, but who must postpone a school site-based administrative internship, or who does not choose to seek a K-12 administrative certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize the content knowledge that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational leadership, organizational theory, and strategic management. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a school or children's social services setting to complete the program assignments. Graduates of the program are prepared to become educational leaders in the home, church, private schools, and other settings not requiring an administrative credential. The students are also prepared to move into an administrative internship/credentialing component with Grand Canyon University at a later date. Students must have a current K-12 teaching certificate.

MGT 625	Leadership Styles and Development	3 credits
MGT 626	Organizational Systems and Cultures	3 credits
MGT 609	Strategic Management	3 credits

Master of Education (M.Ed.) in Education Administration with an Emphasis in School Leadership (Not Eligible for Institutional Recommendation/Non-Credential)

The Master of Education in Educational Administration with an Emphasis in School Leadership (Not Eligible for Institutional Recommendation/Non-Credential) is a program designed for any individual interested in School Leadership in the K-12 setting but does not need to seek an administrative certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of school leadership, administrative foundations, organizational theory, K-12 legal issues, public school finance, curriculum development, and instructional leadership. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a K-12 school to complete the program assignments. Graduates of the program are prepared to become informed educational administrators in the home, church, private schools, and other settings not requiring an administrative credential. The students are also prepared to move into an administrative internship component with Grand Canyon University at a later date.

EDA 540	The Principalship	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies	3 credits
EDA 541	The Assistant Principalship	3 credits

Master of Education in Elementary Education

Degree Requirements

Elementary Education Core	33 credits
Eligible/Not Eligible Emphasis	12 credits
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Total Master of Education in Elementary Education	45 credits

Master of Education in Elementary Education Degree Core

The following courses are required courses and must be taken in the sequence given below:

EDU 570	Philosophical/Social Issues	3 credits
EDU 523	Advanced Educational Psychology	3 credits
	Reading/ Language Arts	3 credits

SPE 525	Educating Learners w/ Diverse Needs	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies*	3 credits
EED 543	Prescriptive Reading and Practicum	3 credits
EED 573	Curriculum and Methods: Literacy:	
ESL 520	English Linguistics*	3 credits
EED 563	Curriculum and Methods: Social Studies	3 credits
EED 523	Curriculum and Methods: Science	3 credits
EED 503	Curriculum and Methods: Mathematics	3 credits
EDU 563	Instructional Technology	3 credits

Total Master of Education in Elementary Education 33 credits

* Provisional ESL Endorsement requires six credits of ESL coursework. Six credits in a foreign language or a foreign language proficiency is required prior to receiving the full ESL Endorsement.

Master of Education in Elementary Education Degree Requirements (Eligible for Institutional Recommendation/Credential)

The Master of Education in Elementary Education (Eligible for Institutional Recommendation/Credential) is a program designed for any individual interested in the education of children in the Grade K-8 setting, but who seeks a teaching certificate. The format and courses of the state and regionally accredited program are tailored to meet the needs of the adult learner and to maximize the content knowledge that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational psychology, reading strategies, teaching methods, and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a Gr. K-8 classroom to complete the program assignments. Students must be prepared to complete a full-time 16 week student teaching component at the end of the program. Graduates of the program are prepared to become informed educators in public and private schools and other settings requiring a teaching credential. The student should consult the Grand Canyon University Catalog and academic advisor on current policies and procedures inherent in a teacher credentialing program.

EED 580	Student Teaching	12 credits
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Master of Education (M.Ed.) in Elementary Education (Not Eligible for Institutional Recommendation/Non-Credential)

The Master of Education in Elementary Education (Not Eligible for Institutional Recommendation/Non-Credential) is a program designed for any individual interested in the education of children in the K-8 setting, but who must postpone student teaching, or who does not choose to seek a teaching certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational psychology, prescriptive reading, teaching methods, and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a K-8 classroom to complete the program assignments. Graduates of the program are prepared to become informed educators in the home, church, private schools, and other settings not requiring a teaching credential. The students are also prepared to move into a student teaching/credentialing component with Grand Canyon University at a later date.

RDG 525	Literacy in a Multicultural Society	3 credits
TEC 535	Educational Applications of Technology	3 credits
EDU 520	Classroom Management	3 credits
EDU 590 ^Δ	Educational Action Research	3 credits

^Δ Writing-Intensive course

Master of Education in Curriculum and Instruction: Reading Degree Requirements (Not Eligible for Institutional Recommendation/Non-Credential)

The following courses are required courses and must be taken in the sequence given below:

RDG 509	Reading: Foundation and Framework	3 credits
RDG 510	Curriculum and Instruction	3 credits
RDG 545	Foundation, Cognition and Emergent Literature	3 credits
RDG 535	Descriptive Linguistics and Phonics*	3 credits
RDG 540	Research Techniques and Procedures	3 credits

RDG 521	Developmental and Corrective Reading Process*	3 credits
RDG 525	Literacy in a Multicultural Society	3 credits
RDG 515	Children, Adolescents, and Learning	3 credits
RDG 583	Teaching Reading in the Content Areas	3 credits
RDG 580	Internships/Practicum in Reading*	3 credits

Total Master of Education in Curriculum and Instruction: Reading 30 credits

* Required for Arizona endorsement in Reading.

Master of Education in Curriculum and Instruction: Technology

Degree Requirements (Not Eligible for Institutional Recommendation/Non-Credential)

The following courses are required courses and must be taken in the sequence given below:

TEC 509	Instructional Technology: Foundation and Framework	3 credits
TEC 510	Curriculum and Instruction	3 credits
TEC 525	Schools in a Multicultural Society	3 credits
TEC 535	Educational Applications of Technology	3 credits
TEC 540	Research Techniques and Procedures	3 credits
TEC 545	Multimedia Instructional Strategies	3 credits
TEC 555	Design of Print-Based Media	3 credits
TEC 560	Interactive Design for the Classroom	3 credits
TEC 565	Distance Learning	3 credits
TEC 580	Practicum in Technology	3 credits

Total Master of Education in Curriculum and Instruction: Technology 30 credits

Master of Education in Secondary Education

Degree Requirements*

Secondary Education Core	18 credits
Eligible/Not Eligible Emphasis	12 credits

Total Master of Education in Secondary Education 30 credits

Master of Education in Secondary Education Degree Core

The following courses are required courses and must be taken in the sequence given below:

EDU 570	Philosophical/Social Issues	3 credits
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EDU 523	Advanced Educational Psychology	3 credits
SPE 525	Educating Learners w/ Diverse Needs	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies*	3 credits
SED 552	Reading and Learning Strategies for Middle and Secondary School *	3 credits
SED 542	Secondary Methods	3 credits

Total Master of Education in Secondary

Education Core 18 credits

*A minimum of 24 content credits must be completed in an area commonly taught in Arizona secondary schools prior to admission to the Master of Education in Secondary Education program (e.g., math, English, biology). Undergraduate coursework may be used to meet this requirement.

Master of Education (M.Ed.) in Secondary Education (Eligible for Institutional Recommendation/Credential)

The Master of Education in Secondary Education (Eligible for Institutional Recommendation/Credential) is a program designed for any individual interested in the education of children in the Grade 7-12 setting who is seeking a teaching certificate. The format and courses of the state and regionally accredited program are tailored to meet the needs of the adult learner and to maximize the content knowledge that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational psychology, reading strategies, teaching methods, and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice based experiences. Students must have access to a Gr. 7-12 classroom to complete the program assignments. Students must be prepared to complete a full-time 16 week student teaching component at the end of the program. Graduates of the program are prepared to become informed educators in public and private schools and other settings requiring a teaching credential. Students must have a minimum of 24 units in a content area commonly taught in public Gr. 7-12 schools to be admitted to the program. The student should consult the Grand Canyon University Catalog and academic advisor on current policies and procedures inherent in a teacher credentialing program.

SED 580	Student Teaching	12 credits
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Master of Education (M.Ed.) in Secondary Education (Not Eligible for Institutional Recommendation/Non- Credential)

The Master of Education in Secondary Education (Not Eligible for Institutional Recommendation/Non-Credential) is a program designed for any individual interested in the education of children in the Grade 7-12 setting, but who must postpone student teaching or who does not choose to seek a teaching certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize the content knowledge that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of educational psychology, reading strategies, teaching methods and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guides students through observational and practice based experiences. Students must have access to a Gr. 7-12 classroom to complete the program assignments. Graduates of the program are prepared to become informed educators in the home, church, private schools and other settings not requiring a teaching credential. If the student wishes, the students are also prepared to move into a student teaching/credentialing component with Grand Canyon University at a later date.

Students must have a minimum of 24 units in a content area commonly taught in public Gr. 7-12 schools to be admitted to the program.

RDG 525	Literacy in a Multicultural Society	3 credits
TEC 535	Educational Applications of Technology	3 credits
EDU 520	Classroom Management	3 credits
EDU 590 ^Δ	Educational Action Research	3 credits
^Δ Writing-Intensive course		

Master of Education in Special Education for Certified Special Educators

Degree Requirements

The Master of Education in Special Education for Certified Special Educators (Non-Institutional Recommendation/Non-Credential) is a program designed for any individual interested in advanced studies in special education and who currently certified. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge

and experience in areas of learning disabilities, mental retardation, emotional and physical disabilities, and other physical and cognitive impairments. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice based experiences. Students must have access to a K-12 special education classroom to complete the program assignments. Graduates of the program will be prepared to work with special needs populations and implement individualized educational plans to accommodate the students various learning needs.

The following courses are required courses and must be taken in the sequence given below:

SPE 529	Special Education Foundations and Framework	3 credits
SPE 525	Educating Learners with Diverse Needs	3 credits

Choose two areas of disability:

Mental Retardation (MR)

SPE 545	Characteristics of Students with Mental Retardation	3 credits
SPE 596	Strategies for Teaching Students with Mental Retardation	3 credits

Learning Disabilities (LD)

SPE 555	Characteristics of Students with Learning Disabilities	3 credits
SPE 576	Strategies for Teaching Students with Learning Disabilities	3 credits

Emotional/Behavioral Disabilities (ED)

SPE 565	Characteristics of Students with Emotional/Behavioral Disorders	3 credits
SPE 586	Strategies for Teaching Students with Emotional/Behavioral Disorders	3 credits

Physical/Health Impairments (PHI)

SPE 571	Education of Students with Physical & Health Impairments	3 credits
SPE 563	Physical Education for the Exceptional Student	3 credits

The following courses are required:

SPE 570	Action Research in Special Education	3 credits
SPE 535	Diagnosis and Assessment in Special Ed.	3 credits
SPE 540	Special Education Litigation and Law	3 credits
SPE 550	Special Education Finance	3 credits
SPE 560	Special Ed. Program Development	3 credits
SPE 590	Assistive Technology in Special Ed.	3 credits

Total Master of Education in Special Education for Certified Special Educators		36 credits
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Master of Education (M.Ed.) in Special Education

Degree Requirements

Special Education Core	33 credits
Eligible/Not Eligible Emphasis	12 credits
Total Master of Special Education	45 credits

Master of Education (M.Ed.) in Special Education Degree Core

SPE 529	Special Education Foundations and Framework	3 credits
SPE 525	Educating Learners with Diverse Needs	3 credits
SPE 545	Characteristics of Students with Mental Retardation	3 credits
SPE 596	Strategies for Teaching Students with Mental Retardation	3 credits
SPE 555	Characteristics of Students with Learning Disabilities	3 credits
SPE 576	Strategies for Teaching Students with Learning Disabilities	3 credits
SPE 565	Characteristics of Students with Emotional Disabilities	3 credits
SPE 586	Strategies for Teaching Students with Emotional Disorders	3 credits
SPE 571	Educational Implications for Students with Physical and Health Impairments	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies	3 credits
SPE 535	Diagnosis and Assessment in Special Education	3 credits

Total Master of Education in Special Education 33 credits

Master of Education (M.Ed.) in Special Education (Eligible for Institutional Recommendation/Credential)

The Master of Education in Special Education (Eligible for Institutional Recommendation/Credential) is a cross-categorical program designed for any individual interested in the education of special needs children in the K-12 setting, who wishes to seek a teaching certificate. The format and courses of the state and regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of learning disabilities, emotional and behavioral disabilities, and other physical and cognitive impairments. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through

observational and practice-based experiences. Students must have access to a K-12 special education classroom to complete the program assignments. Graduates of the program are prepared to work with special needs populations and implement individualized educational plans to accommodate the students' various learning needs. Students must be prepared to complete a full time 16 week student teaching component at the end of the program. The student should consult the Grand Canyon University Catalog and academic advisor on current policies and procedures inherent in a teacher credentialing program.

SPE 548 Student Teaching: Cross Categorical

Master of Education (M.Ed.) in Special Education (Not Eligible for Institutional Recommendation/Non-Credential)

The Master of Education in Special Education, (Not Eligible for Institutional Recommendation/Non-Credential) is a cross-categorical program designed for any individual interested in the education of special needs children in the K-12 setting, but who must postpone student teaching, or who does not choose to seek a teaching certificate. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of learning disabilities, emotional and behavioral disabilities, and other physical and cognitive impairments. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a K-12 special education classroom to complete the program assignments. Graduates of the program are prepared to work with special needs populations and implement individualized educational plans to accommodate the students' various learning needs. The students are also prepared to move into a student teaching/credentialing component with Grand Canyon University at a later date.

RDG 525	Literacy in a Multicultural Society	3 credits
TEC 535	Educational Applications of Technology	3 credits
EDU 520	Classroom Management	3 credits
EDU 590 ^Δ	Educational Action Research	3 credits

^Δ Writing-Intensive course

Master of Education (M.Ed.) Teaching English to Speakers of Other Languages

(TESOL) (Not Eligible for Institutional Recommendation/Non-Credential)

The Master of Education in Teaching English to Speakers of Other Languages (TESOL) is a program designed for already certified teachers or administrators with an interest in teaching ESL students in the classroom or serving as a district ESL coordinator. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner, who is a certified teacher or administrator, and to maximize strengths that the working educator possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of linguistics, second language acquisition, and curriculum development. Opportunities are provided to apply concepts, theories, and research throughout the program, but particularly in an unsupervised internship which guides students through observational and practice based experiences. Graduates of the program are prepared to become leaders in the ESL/TESOL initiatives districts must undertake in an ever increasing school climate of diversity.

TSL 529	Foundation of Instruction for English Language Learners	3 credits
TSL 530	Methods of Teaching English to Speakers of Other Languages	3 credits
TSL 533	English Linguistics	3 credits
TSL 535	Teaching a Second Language in the Content Areas	3 credits
TSL 542	Second Language Acquisition and Education	3 credits
TSL 544	Teaching in a Pluralistic Society	3 credits
TSL 570	Modern English Grammar	3 credits
TSL 580	Reading Theories and Research	3 credits
TSL 539	Curriculum Development and Assessment	3 credits
TSL 575	Child Language Acquisition	3 credits
TSL 555	Internship in TESOL	3 credits

Total Master of Education Teaching English to Speakers of Other Languages 33 credits

Master of Education (M.Ed.) in School Counseling: Elementary (Eligible for Institutional Recommendation/Credential)

The Master of Education in School Counseling - Elementary (Eligible for Institutional Recommendation/Credential) is a program designed for any individual with a bachelor's degree interested in seeking certification as a school counselor. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in

their respective fields who share knowledge and experience in areas of professional counseling, psychology of learning, psychological perspectives on marriage, the family and children, principles of human development, and appraisal of children with special education needs. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a K-8 classroom to complete the program requirements. This program requires 600 clock hours of internship occurring in a school counseling setting, under the supervision of a site supervisor, that includes a minimum of 240 direct service clock hours as outlined by the Council for Accreditation of Counseling and Related Educational Programs.

EPC 525	Ethical Issues in Professional Counseling	3 credits
EPC 530	Theories in Counseling Psychology	3 credits
EPC 531	Principles of Guidance	3 credits
EPC 532	Research Techniques & Procedures	3 credits
EPC 533	Methods and Techniques in Counseling	3 credits
EPC 534	The School Counselor in a Multicultural Society	3 credits
EPC 535	Psychology of Learning	3 credits
EPC 536	Psychological Perspectives on Marriage, the Family, and Children	3 credits
EPC 537	Appraisal of Children with Special Education Needs	3 credits
EPC 630	Principles of Human Development	3 credits
EPC 631	Psychological Measurement and Appraisal	3 credits
EPC 633	Guidance and Counseling in Elementary Schools	3 credits
EPC 635	Methods of Group Process	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies	3 credits
EPC 639	Internship in Counseling	6 credits

Total Master of Education in School Counseling: Elementary 48 credits

Master of Education (M.Ed.) in School Counseling: Secondary (Eligible for Institutional Recommendation/Credential)

The Master of Education in School Counseling - Secondary (Eligible for Institutional Recommendation/Credential) is a program designed

for any individual with a bachelor's degree interested in seeking certification as a school counselor. The format and courses of the regionally accredited program are tailored to meet the needs of the adult learner and to maximize strengths that the student already possesses. Courses are taught by experts in their respective fields who share knowledge and experience in areas of professional counseling, psychology of learning, psychological perspectives on marriage, the family and children, principles of human development, and appraisal of children with special education needs. Opportunities are provided to apply concepts, theories, and research throughout the program. Assignments within each course guide students through observational and practice-based experiences. Students must have access to a middle or high school classroom to complete the program requirements. This program requires 600 clock hours of internship occurring in a school counseling setting, under the supervision of a site supervisor, that includes a minimum of 240 direct service clock hours as outlined by the Council for Accreditation of Counseling and Related Educational Programs.

EPC 525	Ethical Issues in Professional Counseling	3 credits
EPC 530	Theories in Counseling Psychology	3 credits
EPC 531	Principles of Guidance	3 credits
EPC 532	Research Techniques & Procedures	3 credits
EPC 533	Methods and Techniques in Counseling	3 credits
EPC 534	The School Counselor in a Multicultural Society	3 credits
EPC 535	Psychology of Learning	3 credits

EPC 536	Psychological Perspectives on Marriage, the Family, and Children	3 credits
EPC 537	Appraisal of Children with Special Education Needs	3 credits
EPC 630	Principles of Human Development	3 credits
EPC 631	Psychological Measurement and Appraisal	3 credits
EPC 634	High School Career Information and Guidance	3 credits
EPC 635	Methods of Group Process	3 credits
ESL 523	SEI English Language Teaching: Foundations and Methodologies	3 credits
EPC 639	Internship in Counseling	6 credits

Total Master of Education in School Counseling:
Secondary 48 credits

College of Education Authorization

Grand Canyon University is authorized by the Washington Higher Education Coordinating Board and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree Authorization Act. This authorization is valid until July 15, 2006, and authorizes Grand Canyon University to advertise and recruit for the following degrees: Master of Arts in Teaching, Master of Education in Education Administration, Master of Education in Special Education, Master of Education in Reading, and Master of Education in Technology. Any person desiring information about the requirements of the Act or the applicability of those requirements to the institution may contact the HECB office at P.O. Box 43430, Olympia, WA 98504-3430

The College of Nursing

College Description

More than two decades after the College of Nursing was founded, the college continues to educate nurses through rigorous academic and clinical preparation in a tradition of values-based Christian education. The Bachelor of Science in Nursing (BSN) degree is offered through three tracks: pre-licensure, accelerated/fast track, and degree completion for already licensed and registered nurses. Building on the baccalaureate degree, the College offers the Master of Science with a major in Nursing (MS Nursing) featuring four concentrations: Family Nurse Practitioner, Nursing Leadership in the Health Care System, Clinical Nurse Specialist, and Nursing Education. The pre-licensure curriculum is designed to help students assess the individual, the family, and communities; utilize functional health patterns within a variety of clinical settings; formulate nursing diagnoses; plan and evaluate nursing interventions; and function as professionals within the health care team. The accelerated/fast track BSN track allows students who have fulfilled all prerequisites to complete a degree in approximately 18 months.

College Mission

The mission of the College of Nursing is to provide an academically challenging professional nursing education based on a liberal arts foundation to students from diverse backgrounds within an environment of Christian values and with a commitment to the enhancement of health and wellness in society.

College Features

The College of Nursing offers both quality undergraduate and graduate degree programs that meet specific students' career and academic needs. The College of Nursing faculty hold a master's or doctoral degree. Recognition of the spiritual needs of all persons is an integral part of caring for one's self and others. The spiritual dimension is integrated into each nursing course throughout the undergraduate and graduate curriculum.

Pre-licensure students begin their supervised clinical experiences during the first semester of the nursing curriculum. Students spend up to 18 hours per week in an assigned clinical practice area learning to apply theory in direct patient care situations. Pre-licensure students complete a practicum in nursing as their last course in the curriculum. This course is designed to assist students in role transition and in gaining confidence in their practice.

Graduates of the College of Nursing have a record of success on the National Council Licensure Examination – RN. Development of a resume and interview skills are part of the senior studies. In today's rapidly changing health care environment, the student will value the opportunity to explore the trends in an individual capstone project.

College Policies

CPR Requirements

Students must be certified in CPR for Health Care Providers through the American Heart Association or American Red Cross prior to application to the College of Nursing and are required to maintain certification throughout the program. Graduate students may also obtain CPR certification for the Professional Rescuer from American Red Cross. Information as to the availability of courses may be obtained by calling either the American Heart Association, or American Red Cross. CPR for Bystanders or the community will not fulfill this requirement. CPR instruction teaches skill of airway management and external cardiac compression for the adult and pediatric victim.

Students who do not have a current CPR certification card will not be permitted to participate in clinical experiences. In addition, Graduate students need to meet the certification requirements of the respective agency in which they perform clinical.

Policy for Student Drug Screening

The practice of professional nursing demands that the clinician be free from the influence of any substance that would impair judgment and thinking ability. As a result, health care agencies are requiring new employees to undergo drug screening. Nursing students must also be free from impairing substances. Health care agencies and CON require drug screening of nursing students prior to their first clinical experience. In addition, CON students are subject to screening if either the faculty or preceptor suspects that the student is impaired at anytime on campus, or during any health care experience or any other university or work related activity. Any student whose test is deemed positive may not be able to enroll or continue in nursing course for a minimum period of one year.

The policy is designed to identify the procedures to be followed for both types of testing as well as to outline the appeal and readmission to the program.

Initial Randomly Scheduled Drug Screening

1. First level and new transfer students will be randomly assigned an appointment time at the Cooke Health Center where the drug screening will be performed for the initial screening.
2. Students will be required to show picture identification. A driver's license, student ID, or passport are acceptable forms of identification.
3. The cost for all screening and medical review (if deemed necessary) will be added to student fees.
4. A screen with questionable results will be sent by the lab for a medical review. Costs for review and retest will be the responsibility of the student.
5. A negative report is necessary to continue in the program of study in the College of Nursing.
6. This screen need not be repeated as long as the student maintains continuous enrollment, except under the circumstances described below. Continuous enrollment is defined as enrollment in nursing classes during all consecutive semesters until graduation.

Drug Screening – Suspicion of Drug Use

CON students are subject to screening if either the faculty or preceptor suspects that the student is impaired at any time on campus, or during any health care experience or any other university or clinical related activity.

If impairment is suspected, the student may be removed from clinical assignment or classroom activity pending the results of the screening and medical review, if necessary.

Documentation of all aspects of the testing incident will be treated as confidential, consistent with the interests of safety and reasonableness (See Student Handbook).

Follow-up Action

1. Negative Screen

Students whose drug screens are negative will meet with the Associate Dean to discuss the perceptions of impaired behavior, the implications and steps to avoid similar situations in the future.

- a. A medical referral for documentation of any medical condition or treatment may be requested.
- b. Students will not be counted as absent from clinical during this evaluation process. However, students will be expected to meet the clinical objectives.
- c. A reasonable suspicion/cause drug screen that is positive; however, is deemed negative

by a medical review officer will follow these guidelines:

- i. The student will meet with the Dean.
- ii. The Dean may require the student to undergo, at the student's expense, an evaluation for drug use/prescription drug use/impairment by a neuropsychiatrist recommended by the Arizona State Board of Nursing.
- iii. The student will follow other recommendations deemed necessary by the Dean.
- iv. The student will be required to provide a negative drug screen prior to returning to clinicals and be subject to periodic drug screens at the student's expense.
- v. More than one incident of a reasonable suspicion/cause drug screen that is positive; however, deemed negative by a medical review officer may result in withdrawal from the nursing program for a minimum of 12 months. The student will follow the positive drug screening guidelines.

2. Positive Screen

- a. Positive drug screens (including medical review) may result in withdrawal from the nursing program for a minimum of 12 months. After this 12-month period, the student may apply for re-admission under general guidelines stated in the Academic Catalog, provided there is submission of evidence of satisfactory participation in a rehabilitation program for alcohol/substance abuse.
- b. Sources of evidence include:
 - i. Documentation of completed program of rehabilitation
 - ii. Acknowledgement of continuance in a twelve step or after-care program.
 - iii. Letter from therapist or program director stating the student is now able to function safely in a clinical facility.
 - iv. The student must have a negative screen prior to being readmitted to the nursing program. The screen will be done at the direction of CON and may be periodic while the student is in a CON program.
 - v. The student is responsible for all costs of screening.
- c. The decision to readmit will be made by the CON faculty after review of submitted materials. As with other applications for readmission, space availability may be a determining factor for that particular semester.

- d. A report will be filed with the Arizona State Board of Nursing upon withdrawal from the program consistent with the rules and regulations of the State Board of Nursing.
- e. Any student who screens positive after one readmission may be permanently dismissed from the nursing program.

Students who refuse Drug Screening

1. Students who refuse to participate in screening will be required to leave the clinical area and make an appointment with the Dean of Nursing or his/her designee. The student will be transported home and remain out of the clinical area until an investigation has been done and a recommendation has been made by the Dean or his/her designee. Students who refuse screening may be subject to dismissal from the College of Nursing.
2. The student who refuses to participate in the aforementioned rehabilitation program will not be allowed into clinical courses; therefore he/she cannot complete the nursing program.

Drugs Included in Screens

Using Sonora Lab, this would be referred to as the "Standard Plus II" screen, which is the screen commonly used for healthcare facilities and professionals in the medical field.

- | | |
|-------------------|-----------------------|
| ▪ Amphetamines | ▪ Opiates |
| ▪ Barbiturates | ▪ Phencyclidine (PCP) |
| ▪ Benzodiazepines | ▪ Propoxyphene |
| ▪ Cocaine | ▪ Percodan |
| ▪ Cannaboids | ▪ Demerol |
| ▪ Methadone | |

HIPAA Guidelines

As health care providers, one of the covered entities, nurses must be knowledgeable about the various aspects of the Health Insurance Portability and Accountability Act of 1996 (HIPAA). CON offers this guidance below for those persons to ensure compliance with those requirements and asks that all students sign the HIPAA confidentiality Agreement.

Please do the following:

- Sign the CON Faculty/Staff/Student Confidentiality Agreement before any involvement in a clinical agency.
- Attend CON training or in-classroom clinical instruction on requirements relating to patient privacy.
- Know and adhere to a clinical site's privacy and procedures before undertaking any activities at the site.

- Maintain at all times the confidentiality of any patient information, regardless of whether the identifiers listed in the "Do not" section of these guidelines have been removed.
- Promptly report any violation of those procedures, applicable law, or CON's confidentiality agreement by you, a CON student, faculty or staff member to the appropriate CON clinical instructor or faculty member.
- Understand that a violation of the clinical site's policies and procedures, of applicable law, or CON's confidentiality agreement will subject you to disciplinary action.

Please do not do the following:

- Discuss, use or disclose any patient information while in the clinical setting unless it is part of your clinical setting unless it is part of your clinical assignment.
- Remove any record from the clinical site without the prior written authorization of that site.
- Disclose any information about a patient during your clinical assignment to anyone other than the medical staff of the clinical site.
- Use patient information in the context of a learning experience, classroom case presentation, class assignment, or research without attempting to exclude as much of the following information as possible:
 - Names
 - Geographical subdivisions smaller than a state
 - Dates of birth, admission, discharge, death
 - Telephone and fax numbers
 - E-mail addresses
 - Social security numbers
 - Medical records or account numbers
 - Certificate/license numbers
 - Vehicle or device numbers
 - Web locators/internet protocols
 - Biometric identifiers
 - Full face identifiers
 - Any other unique identifying number, characteristic, or code
 - All ages over 89

Pre-Licensure Bachelor of Science in Nursing – Degree Requirements

Additional Admissions Requirements for the Pre-Licensure BSN Degree

In addition to the general Undergraduate Admission Requirements listed in the Admission Policies and Application Procedures section, the following admission requirements must be met:

1. Freshman students who declare nursing as a major must maintain a cumulative GPA of 3.0, successfully complete all prerequisite course work in order to progress to the nursing courses, and submit a letter of intent for the nursing major.
2. Transfer students should apply to the College of Nursing during the semester in which all prerequisite course work will be completed (semester prior to nursing coursework). Students must maintain a cumulative prerequisite GPA of 3.0.
3. A maximum of two different prerequisite courses may be repeated only once to earn a grade of C or above.
4. All applicants are required to take the Nurse Entrance Test (NET).
5. Applications for Fall admission are considered the previous Spring semester, applications for Spring admission are reviewed during the previous Fall semester.
6. Acceptance into the College is determined by the College of Nursing criteria and availability of clinical spaces.
7. Upon admission to the College of Nursing, students must provide health information to the Student Health Center including:
 - Health history
 - Physical examination
 - Proof of immunization or immunity for Measles, Mumps, Rubella, Varicella, Td Booster, TB Screen, drug screen, Hepatitis B is recommended
 - Background check
 - Current CPR certification for professional rescuer is required

Retention and Progression

Students who have been accepted into the nursing program may remain as nursing students if they adhere to the following criteria:

1. Maintain continuous registration for nursing courses in the major. Traditional students: continuous registration is from Fall/Spring only,

while fast track BSN and RN-B must also maintain registration in the summer.

2. Meet the standards of Grand Canyon University as outlined in the Grand Canyon University Academic Catalog.
3. Pass all portions (test, theory, and clinical) of each nursing course with a 76% or greater average. Students must attain 76% or greater overall to complete the course successfully.
4. Maintain a 2.5 cumulative GPA on 4.0 scale in all nursing major courses. GPA will be calculated after the completion of each semester.
5. Maintain a cumulative GPA of 2.5 to graduate.

Clinical Participation & Safety Guidelines

Clinical Participation for Pre-Licensure Tracks

1. Participation in clinical experience is essential to meet the objectives for all clinical nursing major courses. Students are responsible for all materials covered while student is absent.
2. Clinical absences may result in clinical probation. Students who are too ill to perform safely in clinical should seek medical attention and contact nursing faculty prior to missing clinical lab.
3. The course syllabus will provide specific criteria for the individual course. A written release from your physician or the campus nurse may be requested prior to re-entry to clinical absence.
4. Students who must miss clinical due to pregnancy or extended illness may not be able to complete clinical objectives. Students must contact the course instructor to discuss options. The College of Nursing is not obligated to provide makeup clinical opportunities for students unable to complete clinical during the normal academic calendar. Any make-up clinical opportunity will be at the student's expense and subject to faculty availability, clinical site availability, and approval of the Dean of the College of Nursing.

Standard Precautions

Student nurses are not to care for patients with active TB unless ultrafiltration masks or individually fitted masks are available. Student nurses will adhere to all guidelines for Standard Precautions within the clinical agencies.

Protocol for Puncture Wounds and Exposure to Blood or Bodily Fluids

Incidents involving any type of needle stick or body-fluid exposure must be reported to the Preceptor/Clinical Facility immediately!

All faculty and student should observe the protocol for safe needle usage when practicing or performing

parental injections, IV starts, blood draws or using syringes as part of a skills check off. The faculty/student should follow the protocol for needle usage at the agency where clinicals are being held.

Uncontaminated Needle Stick

If a student accidentally punctures him/herself with an uncontaminated needle or is exposed to blood or bodily fluid that is an intact skin exposure should:

- Wash the area immediately and thoroughly with soap and water
- Follow-up with the Cooke Health and Wellness Center or own Primary Care Provider who will make a determination of Tetanus immunization status and give appropriate prophylaxis or referral for appropriate prophylaxis.
- Complete a student nurse puncture wound incident report (See Appendix G & H) to be filled out by the student and the supervising faculty or instructor who was present during incident. A copy of this report will be given to the appropriate program Associate Dean, placed in the student's file.
- Counseling referral and other referrals can be arranged through the health center.

Contaminated Needle Stick

- If the exposure is via a contaminated needle or if a bodily fluid exposure to non-intact skin, the student should continue with the following:
- Follow-up in an Emergency Department within two hours
- Student nurse puncture wound incident report (See Student Handbook) will be filled out by the student and the faculty or instructor who was present during incident. A copy of this report will be given to the Associate Dean to be placed in the student's folder.

Financial responsibility for testing and recommended care following an exposure rests solely with the student nurse. This could include testing, evaluation, treatment, and counseling.

Mandatory Advisement

Faculty members may request mandatory advisement sessions when students are in clinical or academic jeopardy, and/or when student behavior appears below professional standards. Satisfactory academics and/or behavioral changes must be accomplished by the end of the course in order to progress in the nursing program. It is important to maintain continuous progress and a sound knowledge base to be successful throughout the program.

Academic Probation

1. A student is placed on academic probation if the student falls below the cumulative GPA of 2.5 in nursing major courses.

2. The student may be denied continued registration in the nursing program if unable to raise nursing major cumulative GPA 2.5 during the subsequent semester.
3. The student is removed from academic probation when the GPA is 2.5 or above in nursing major courses.

Clinical Probation

Clinical probation means the student is not meeting the stated clinical objectives. Faculty may remove a student from the clinical area and the Associate Dean may confirm clinical probation action for any unsafe or unprofessional behaviors. Being placed on clinical probation can affect the clinical grade and may result in the student being withdrawn from the course.

1. Clinical probation usually will not extend beyond any given course.
2. Students must satisfactorily complete course clinical objectives as stated in the syllabus and determined by the faculty before progressing to the next course.
3. Students must successfully complete the syllabus stated objectives at or above 76% before proceeding to the next level.

Examples of probationary actions:

- Unsafe practice in the clinical area
- Insufficient preparation for clinical experience
- Failure to follow faculty/staff guidance in clinical
- Failure to notify faculty/staff of tardiness or absences in clinical
- Causing patient to experience unnecessary suffering
- Inappropriate performance specific to level expectations
- Unprofessional communication to faculty, staff, or patient
- Out of clinical uniform

Course Failure

See "Re-Entry to Nursing Major Courses" below.

Students who fail a course in the Fast Track and apply for re-entry will be considered for the traditional BSN program. Exceptions are made on an individual basis.

Re-Entry to Nursing Major Courses

Students who have failed courses in the nursing major must submit an official academic appeal to be considered for re-entry into the program. If the appeal is successful, students must meet all admission requirements to be considered for re-entry into the program.

Student Uniform Attire

The student uniform should be worn only for specific scheduled clinical or classroom activities.

1. The uniform consists of:
 - a. Purple scrub pants
 - b. Purple scrub tops with modest neckline
 - c. Optional, white cotton tee shirts, crew neck or turtleneck, may be worn under uniforms for warmth or modesty
 - d. Name pin
 - e. GCU-CON patch
 - f. White shoes
 - g. White or neutral socks or hose
 - h. White lab jacket
2. The name pins are available at the University Bookstore.
3. Scrubs and white lab jackets may be purchased at uniform store of your choice.
4. The name pin (first name only) must be worn while attending any clinical activity. Name pins will not be worn outside of the clinical agency.
5. The GCU/CON patch will be placed on the left shoulder of uniform top 2" below shoulder seam.
6. The shoes are to be white duty, leather shoes with white soles and closed heels or all white, clean athletic shoes. Shoelaces must also be white.
7. Students must wear white or neutral hose or socks with the uniform.
8. Undergarments will not be visible through the uniform.
9. A white lab jacket must be worn if appropriate street clothes are worn in place of the uniform for patient selection. Shorts, very short skirts, jeans, tank tops, tube tops, see-through clothing, exercise clothes (sweats), and open-toed shoes are not acceptable attire in any clinical agency.
10. Additional items to be part of the uniform are:
 - a. A stethoscope with a bell and diaphragm head
 - a. A penlight
 - b. Bandages scissors
 - c. Black and Red pens
 - d. Goggles/ Protective eye wear
 - e. If a belt organizer is used, it must be white or purple
11. A white lab coat is now optional for Level 4. Uniform will be as required by clinical agency.

Professional Appearance

1. When applicable, the clinical facility's ID must be worn whenever in that facility. Students who do

not wear this ID may be asked to leave the facility.

2. A white lab jacket may be worn for warmth over the uniform.
3. Hair should be short, pulled back and styled neatly. Beards or mustaches, if worn, should be neatly trimmed.
4. Fingernails should be neatly trimmed and free of cracked nail polish. Only clear or neutral nail polish may be used if desired. Acrylic nails are not permitted.
5. Permitted jewelry is: one pair of studded earrings, a watch, a plain ring band. No other visible jewelry is acceptable including tongue rings or other facial jewelry. Tattoos and any other body art should be covered where possible. (Students are directed to follow the agency guidelines when in specified areas such as nursery, labor and delivery, and operating room).
6. Perfume, after-shave lotion, and heavy makeup are not acceptable in the clinical area.
7. Gum chewing is not acceptable.
8. Clothing worn in course activities not requiring student uniform should adhere to professional standards.

Please remember that you are representing Grand Canyon University. Take pride in your appearance, and look clean, neat, and professional.

Professional Attire for Formal Presentations

Business casual is acceptable which can be interpreted as:

- Women: slacks (dress pants), skirts (mid-calf to about two inches above the knee), blouses, shells, cardigans, blazers, dresses.
- Men: dress pants, button down shirts, polo shirts (short sleeved shirts with a collar), blazers.

Do not wear:

1. Denim material
2. Anything that is see-through, short, tight, or shows too much skin.
3. Flip-flops, tennis shoes

Student Achievement Tests

The Educational Resources Incorporated (ERI) tests are administered to assist students to develop test taking skills and to determine knowledge strengths and areas for improvement on standardized tests. CON requires each student to complete the appropriate ERI tests. Grouped data (anonymous) are also collected for program evaluation.

Students must pass the following ERI exams at the composite national average before progressing to the next level and/or graduate:

- Level I – Fundamentals

- Level II – Adult I and Adult II
- Level III – Maternity and Pediatrics
- Level IV– Mental Health
- Level V– Leadership/Management and RN Assessment

ERI will be graded as a Pass/Fail assignment in all courses. Pass means the student scored at or above the composite national average. Fail means the student did not meet the composite national average score after three attempts.

If a student does not pass an ERI at the composite national average:

1. A remediation plan will be initiated by the student in collaboration with the course faculty. The remediation will be completed by the student, and the form with documentation of completion will be placed in the student's file.
2. An "Incomplete" may be recorded for the course grade, if course grades are posted before successful remediation and passing of the ERI occurs.
3. The student may be allowed 5 weeks (or sooner-if the next Level course starts before 5 weeks) to retake and pass the ERI.
4. A student may be allowed 3 attempts to take the ERI. If the student passes at the national average, the "Incomplete" will be changed to the earned course grade.
5. If after 3 attempts the student does not pass the ERI, the "Incomplete" may be converted to an "F" for the course grade.
6. A student may not progress to the next level courses with an "Incomplete" for a previous level course. A student may not progress to the next level with a failure for a previous level course. A student may not graduate if the composite national average score is not achieved on the RN Assessment after 3 attempts and remediation.

Licensure Examination

During the final semester of the senior year students will work through a computer review program. This program assists graduates in preparation for the professional licensure examination. In order to be eligible to take the National Council of State Boards of Nursing Examination for Professional Licensure after graduation, students must have completed all of their studies and hold a diploma. No exceptions are made to this policy. Students are responsible for applying to take the National Council License Examination – Registered Nurse (NCLEX-RN) exam for professional licensure through the State Board of Nursing.

Graduation Requirements for the Pre-Licensure Bachelor of Science in Nursing Degree

The registered nurse licensing requirements are the exclusive responsibility of the State Board of Nursing (Nurse Practice Act, A.R.S.. Sections 36-1601 et. seq.) and must be satisfied independently of any requirements for graduation from the University. Historically, College of Nursing graduates have been successful on the licensure examination. Satisfactory performance on the licensure examination is the responsibility of the graduate and not guaranteed by the College of Nursing.

Professional Nurse Qualifications

Section 32-1632 of the Arizona State Board of Nursing Statutes, Chapter 15, Article 2 – Licensing states, "An applicant for a license to practice as a graduate, professional or registered nurse shall file with the board a verified written application accompanied by the prescribed fee and shall submit satisfactory proof that the applicant:

1. Has completed the basic professional curriculum in approved professional nursing program and holds a diploma or degree from that program.
2. If convicted of one or more felonies, has received an absolute discharge from the sentences for all felony convictions five or more years prior to the date filing an application pursuant to this chapter."

Nursing students are expected to be clear of any felony convictions at the time of admission into the College of Nursing and to remain free of felony convictions for the duration of the program. If the prospective student or student is charged with a felony either before admission or during the program, he/she must speak with the Associate Dean immediately.

Health and Immunization Requirements

Nursing students are expected to take measures to maintain their personal health so as not to jeopardize themselves or any patient with which they come in contact. Therefore, students who are accepted into the nursing program must show evidence of the College of Nursing required immunizations and diagnostic procedures as required by the clinical agencies utilized. At anytime, a student may be required to receive a medical examination if deemed necessary by the faculty for the wellbeing of the student and/or the patients/clients.

Students are responsible for updating CPR, TB screening, and Tetanus booster when needed. Students will not be allowed to participate in clinical experiences without all agency requirements being current. Missing clinical may jeopardize a student being successful in the program. As nursing students are in contact with clients in a variety of health situations, it is imperative that students maintain protection against communicable illnesses.

In addition, students must meet agency health requirements to enter clinical course work.

The charts below indicates the specific health requirements for undergraduate admission and continuing enrollment. Guidelines are based on the Center for Disease Control guidelines, Morbidity Mortality Weekly Report.

<i>Test</i>	<i>Requirements for Admission</i>
Tuberculosis (TB)	TB skin testing is required during the first week of NUR 206. For positive skin tests, a health department clearance is required. Evaluation will be made on an individual basis for the student who has been out of the major for at least one rotation.
MMR (rubeola measles, mumps, rubella)	Students must show one of the following: 1. Proof of immunity 2. MMR (two doses) 3. Documented evidence of disease
Varicella Zoster (VZV)	Students must show one of the following: 1. Proof of immunity 2. Documented evidence of disease 3. 2 vaccines, at least 8 weeks apart
Tetanus-Diphtheria (TD)	Evidence of current status is needed every 10 years.
Hepatitis A and B	Hepatitis B vaccine is strongly recommended.
Drug Screen	A negative drug screen is required prior to beginning first clinical experience.
Influenza	Strongly recommended

<i>Test</i>	<i>Requirements for Continued Enrollment</i>
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Tuberculosis (TB)	TB skin testing will be done annually during the first week of NUR 313 and NUR 443. For students testing positive on any TB screen, an initial chest x-ray and health department clearance is required. Then, yearly, medical clearance is required. Repeat chest x-ray are required for: 1. Known exposure to TB 2. Signs and symptoms of active TB
MMR (rubeola measles, mumps, rubella)	Students who remain non-immune are at possible risk from exposure throughout clinical course work, especially female students of child-bearing years.
Varicella Zoster (VZV)	Students that are non-immune and are exposed to varicella during clinical course work will be permitted to continue clinical activities for the first 10 days. Then, they will not be allowed in the clinical area for the next 12 days. An asymptomatic student may return to the clinical area after 12 days of exposure. Symptomatic students must have clearance from health care provider. A vaccinated person exposed to VZV needs serologic evidence of immunity immediately.
Tetanus-Diphtheria (TD)	TD must be repeated every 10 years or after any possible exposure.
Hepatitis A and B	Hepatitis B vaccine is strongly recommended: documentation to be on file.
Drug Screen	Students may be tested. See Drug Testing Policy.
Influenza	Recommended yearly

Bachelor of Science in Nursing (BSN) Pre-Licensure

Degree Requirements

Nursing Prerequisites 40 credits

[The Grand Experience](#) (38 credits) 15 credits

23 of the 38 credits will be satisfied with the completion of the Nursing prerequisites.

Nursing Major	67
Statistics	3 credits
Free Elective	3 credits
Total Pre-Licensure Bachelor of Science in Nursing	128 credits

Bachelor of Science in Nursing Prerequisites

BIO 201	Human Anatomy and Physiology I*	3 credits
BIO 201L	Human Anatomy and Physiology I Lab*	1 credit
BIO 202	Human Anatomy and Physiology II*	3 credits
BIO 202L	Human Anatomy and Physiology II Lab*	1 credit
BIO 205	Microbiology	3 credits
BIO 205L	Microbiology Lab	1 credit
BIO 304	Applied Nutrition	3 credits
BIO 308	Pathophysiology	3 credits
MAT 121	College Algebra*	3 credits
CHM 101	Introduction to Chemistry	3 credits
CHM 101L	Introduction to Chemistry Lab	1 credit
ENG 101	Academic Writing*	3 credits
ENG 102	Research Writing*	3 credits
PSY 101	General Psychology*	3 credits
PSY 341	Lifespan Development	3 credits
COM 101	Introduction to Human Communication Theory*	3 credits
Total Pre-Licensure Prerequisites		40 credits

* Fulfills Grand Experience requirements.

*** Pre-licensure students without a recent and strong biology background should register for BIO 181, General Biology, prior to registering for BIO 201.

PSY 363	Introduction Probability and Statistics	3 credits
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Nursing Major

NUR 206	Introduction to Nursing & Gerontology	6 credits
NUR 207	Therapeutic Communication	3 credits
NUR 309	Health Assessment	3 credits
NUR 303	Introduction to Pharmacology	3 credits
NUR 311	Adult Health Nursing I	6 credits
NUR 312	Adult Health Nursing II	6 credits
NUR 313	Nursing Care of the Childbearing Family	6 credits

NUR 314	Family Centered Child Health Nursing	6 credits
NUR 398Δ	Introduction to Nursing Research	3 credits
NUR 411	Community Health Nursing	5 credits
NUR 412	Home Health Care Nursing	3 credits
NUR 413	Community Mental Health Nursing	5 credits
NUR 443	Management/Leadership & Management of Health Care System and Policy	6 credits
NUR 446	Trends and Issues in Nursing	2 credits
NUR 497	Preparation for Licensure	1 credit
NUR 498Δ	Practicum in Nursing	3 credits
Total Nursing Major Credits		67 credits

Δ Writing-Intensive course

Registered Nurse to Bachelor of Science in Nursing (RN/B) – Degree Requirements

Additional Admission Requirements for the RN/B

In addition to the general Undergraduate Admission Requirements listed in the Admission Policy and Procedure section, the following admission requirements must be met.

Applicants for the RN-B track must have a current unencumbered, unrestricted license as a registered nurse in the state where they are employed as an RN.

Any student entering the RN/B program must be a licensed RN in the State of Arizona or must be able to be licensed in Arizona within thirty days of beginning the program.

Cumulative GPA of 2.8 or greater is required for admittance to the program.

Retention and Progression

Students who have been accepted into the nursing program may remain in the program if they adhere to the following criteria:

1. Maintain continuous registration for nursing courses in the major: Summer, Fall, and Spring.
2. Meet the standards of Grand Canyon University as outlined in the Grand Canyon University Academic Catalog.
3. Maintain a 2.5 cumulative GPA on 4.0 scale in all nursing major courses. GPA will be calculated after the completion of each semester.
4. Maintain a cumulative GPA of 2.5 to graduate.

Attendance

The courses offered in the RN-B Track are concentrated seminars. Attendance is a prerequisite for student learning in the courses and the personal

and small group relationships facilitated in class sessions. For these reasons, no “free” or “automatic” absences exist.

Sometimes unavoidable absences may occur. These absences must be discussed with the instructor of the course, preferably before the class session meets. If the absence is completely unavoidable and the professor is informed, the following guidelines apply:

1. One absence, for whatever reason, requires a make-up assignment. Even with the make-up assignment, some grade reduction may occur. An “I” (incomplete) grade may be requested by the student within the guidelines of the grading system. (See Grading Information.)

Make-up assignments may consist of two options:

- a. Attendance in an identical session of the course, albeit held on another class night that week, if class is available that week. This attendance must be coordinated with instructor to be recorded effective.
 - b. A make-up paper based on the course or the entire program, as approved by the instructor.
2. Absences for two consecutives or non-consecutive classes in a course results in a grade of “F.” Furthermore, a conference may be arranged with the student, the instructor, and the Director of the RN-B track to determine continuance in the program. If the student is allowed to remain in the program after failing one course, the course must be repeated and other stipulations for continuation may be delineated.
 3. A student repeating a course is charged the tuition rate for the semester that the student repeats the course.
 4. A student who fails two courses in the program will be withdrawn from the program.

Class Scheduling

Upon enrolling in the College of Nursing RN-B Track, students are assigned to specific evening or cohort group. Because of the synergistic, developmental, cooperative learning nature of the classes, it is recommended that learners remain with the group of students with whom they began and that they complete the courses in the sequence delineated on the course schedule. If extenuating circumstances exist, the student may discuss options for changing cohorts with the Director of the RN-B Track or the Dean of the College of Nursing.

Registered Nurse to Bachelor of Science in Nursing (RN/B)

The RN/B program is designed for registered nurses with an associate’s degree or diploma in nursing. The format and courses of the regionally accredited

program are tailored to meet the needs of the adult learner RN, and to maximize strengths that the working RN possesses. A bridge course facilitates the transition of the working RN into the baccalaureate program. Courses are taught by experts in their respective fields who share knowledge and experience in areas of clinical patient care, healthcare management, and professional nursing practice and leadership. Opportunities are provided to apply concepts, theories, and research in the RN’s clinical practice. Both the science and art of nursing are integral components of the program and are woven throughout. Graduates of the program are prepared to become leaders in the nursing profession.

RN/B Degree Requirements

<u>The Grand Experience*</u>	38
	credits
RN/B Core	45
	credits
Lower-Division Electives	45
	credits
Total Registered Nurse to Bachelor of Science in Nursing	128 credits

RN/B Core

NRS 430	Professional Dynamics	3 credits
NRS 429	Family Centered Health Promotion	3 credits
NRS 433 ^Δ	Introduction to Nursing Research	3 credits
NRS 434	Health Assessment	3 credits
NRS 431	Community Health Systems and Concepts I	3 credits
NRS 438	Community Health Systems and Concepts II	3 credits
NRS 437	Ethical Decision Making in Health Care	3 credits
NRS 349	Spirituality in Healthcare	3 credits
NRS 436	Nursing Management Concepts	3 credits
NRS 439	Leadership in Nursing and Health Care	3 credits
NRS 440	Trends and Issues in Health Care	3 credits
NRS 441 ^Δ	Professional Capstone Project	3 credits
PSY 363	Introduction to Probability and Statistics *	3 credits
BIO 308	Pathophysiology**	3 credits
NRS 356	Issues in Pharmacology**	3 credits

Total RN/B Core Credits	45 credits
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^Δ Writing-Intensive course

* Although the statistics requirement may be satisfied as a lower-division course, a lower-division course will not count toward the fulfillment of the upper-division requirements.

** The specified electives are suggested for the nursing clinician, as well as those who continue to

the master's program. Other upper-division courses may be acceptable to complete the elective requirements.

Graduate Degree Requirements

Additional Graduate Nursing Admission Requirements

In addition to the general Graduate Admission Requirements listed in the Admission Policy and Procedure section, all College of Nursing graduate program candidates must hold a bachelor's degree in nursing from NLNAC/CCNE accredited program, reflecting a cumulative grade point average of 3.0 or above (on a 4.0 scale). Graduate students must have had courses in statistics and research (FNP, CNS, NEd, and MSNL), health assessment (FNP, CNS, NEd), and pathophysiology (FNP, CNS, NEd)*. Students must also present a valid unrestricted and unencumbered U.S. RN license with no history of discipline in the state of practice.

* Courses must be shown on official transcripts. Upon admission, the following will be required to:

- Contact the State Board of Nursing Variance in state of residence to determine the requirements for certification of nurse practitioner/advanced practice
- Seek clinical placement:
- FNP: Letter of Participation by a certified NP Preceptor/Physician/PA
- CNS: Letter of Participation by a certified CNS in specialty area if possible
- NEd: Letter of Participation by a Nurse Educator
- Provide evidence of Professional Nursing Liability Insurance (\$1 mil) per event and \$3 mil total coverage for the FNP, CNS, and NEd tracks

RN Licensure Requirement

The graduate nursing student is required to have a current unencumbered license in their state of residence upon admission to the program and for the duration of study. A current license must also be maintained in any state the student is completing clinical requirements. A copy of the current license must be on file at the College of Nursing upon admission to the program and updated as necessary. The student is responsible for notifying the Associate Dean of the College of Nursing Graduate Program immediately in the event the RN license becomes encumbered or is under investigation during their course of study. Resulting consequences will be determined on a case-by-case basis based on the threat to public safety after review by the College of Nursing Graduate Committee.

Malpractice Coverage

Student-Self Coverage:

Students carry their own professional liability insurance. The coverage is a minimum of \$1 million per event/\$3 million total coverage.

University Coverage:

College of Nursing carries Medical Professional Liability Insurance on all students in the Masters/FNP/CNS/NEd program tracks. The coverage is \$2,000,000 each incident or occurrence and \$4,000,000 in the aggregate through the following company:

Marsh Affinity Group Services as service of
Seabury & Smith
1440 Renaissance Dr.
Park Ridge, IL 60068
1-800-621-3008
Certificate number AHC-1182090

Graduate Health Requirements

- Upon admission, the following will be required for the FNP, CNS, NEd, and CNS-NEd tracks:
 - State Board of Nursing Variance
*Contact the Board of Nursing in state of residence to determine the requirements for certification of nurse practitioner/advanced practice.
 - Clinical Placement
*Begin your search for an approved preceptor for any required clinical (i.e. FNP students: NP Preceptor/Physician/PA; CNS students: CNS; NEd students: Nurse Educator with a Master's or Doctoral degree)
- Upon registration for NUR 640, the following will be required for the FNP, CNS, NEd, and CNS-NEd tracks:
 - Required Liability Insurance
Evidence of Professional Nursing Liability Insurance \$1 million per event and \$3 million total coverage
 - Evidence of Health Insurance
Evidence of Health Insurance coverage
 - Health/Safety Requirements
Health History
Current immunization record – Tetanus (Td) booster within past 10 years, Hepatitis B series, Measles, Mumps & Rubella, Varicella immunization or evidence of immunity, and TB screen
*CPR certification current for the Health Care Provider from American Heart Association or CPR for the Professional Rescuer from American Red Cross

*Drug Screen – negative

- HIPAA Confidentiality Agreement

Sign the HIPPA Confidentiality Agreement form.

See the Student Handbook for more detailed information about the required documentation.

Graduate Progression and Re-entry Requirements

Students must apply for re-entry to the Master of Nursing program under the following conditions:

- Interrupted Enrollment – Students have not been enrolled in the courses of the graduate program for more than one year.
- Course Failure – Students have received a failing grade in a graduate nursing course.
 - Failure of a course occurs when students receive below a 76% in the final grade calculation of theory and/or a clinical segments.
 - Failure removes students from the graduate nursing program and requires reapplication to the graduate nursing program for progression consideration.
- Administrative Withdrawal – Students have been administratively withdrawn from a graduate nursing course.

Students must complete an “Application to Re-enter the Master of Science Nursing program” form, and submit it to the College of Nursing (See the Student Handbook) by the designated application deadline. Students who wish to be readmitted following a failure or administrative withdrawal from a course in the graduate nursing program must submit an official academic appeal.

Re-entry to the graduate nursing program is not assured simply because students were previously accepted or enrolled in the graduate nursing program. Re-entry decisions are based on the evidence showing that the student is ready to continue, has potential to complete the program, and is in compliance with University regulations and standards of behavior. All decisions to readmit are also contingent upon clinical space availability.

Only ONE failed graduate nursing course may be repeated once based on acceptance of the student by the reapplication process to the major. Subsequent course failures constitute administrative withdrawal from the nursing college.

Master of Science-Nursing (MS Nursing)

The four concentrations offered for the Master of Science-Nursing are the following:

- Family Nurse Practitioner (FNP)
- Nursing Leadership in Health Care Systems (NL)

- Clinical Nurse Specialist (CNS)
- Nursing Education (NEd)

Nursing Core

NUR 501	Advanced Nursing Issues and Role	3 credits
NUR 503	Health Care Policy and Finance Issues	3 credits
NUR 505	Advanced Nursing Theory	3 credits
NUR 507	Health Care Research, Analysis, and Utilization	3 credits
NUR 511	Evidence-based Practice Project	3 credits
Total Core Credits		15 credits

Post-Master of Science-Nursing Certificates

Post-Master of Science-Nursing Certificates are available in each of the following areas:

- Family Nurse Practitioner (FNP)
- Clinical Nurse Specialist (CNS)
- Clinical Nurse Specialist (CNS) with Education focus
- Nursing Education (NEd)

* Certificate requirements are noted within the degree tracks.

Master of Science-Nursing: Family Nurse Practitioner (FNP)

The MS-FNP concentration prepares the advanced professional nurse for advance practice as a primary care provider. The FNP makes independent critical judgments in all levels of prevention including health promotion, health promotion, health screening, illness prevention and restoration and rehabilitation for individuals, families, communities, and populations. The FNP performs comprehensive health assessments, diagnoses, prescribes pharmacologic and non-pharmacologic treatments to manage acute and chronic health problems to achieve quality cost effective outcomes in a culturally sensitive context. The role of the nurse practitioner includes educating, consulting, collaborating, using research to make practice decisions, and influencing professional and public policies. Within various practice settings, the FNP provides health care throughout the life cycle emphasizing care of the older adult. In preparation for the future, the FNP role synthesizes elements of the clinical nurse specialist practice role of assessing and addressing the needs not only of clients, but health care personnel and systems. This expanded role includes case management, marketing, business management, reimbursement, quality improvement, teaching of professionals, and broad based consultation.

Family Nurse Practitioner Degree Requirements

Nursing Core	15 credits
Major Requirements	37 credits
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Total Family Nurse Practitioner	52 credits

Family Nurse Practitioner Major

NUR 642	Adv Physiology & Pathophysiology*	3 credits
NUR 644	Adv Pharmacology*	3 credits
NUR 640	Adv Health Assessment and Diagnostic Reasoning (1 clinical credit)*	4 credits
NUR 646	Health Promotion in Advanced Practice Nursing* (1 clinical credit)	4 credits
NUR 648	Advanced Practice Management of Common Health Care Problems across the Lifespan (1 clinical credit)*	4 credits
NUR 650	Advanced Practice Management of Acute Health Care Problems Across the Lifespan (3 clinical credits)*	6 credits
NUR 652	Advanced Practice Management of Chronic Health Care Problems Across the Lifespan (4 clinical credits)*	7 credits
NUR 654	Diverse Applications of Advanced Practice Concepts*	3 credits
NUR 661	Advanced Practice Clinical Practicum (3 clinical credits)*	3 credits

Family Nurse Practitioner Credits 37 credits

* Required for Post Masters FNP Certificate

Master of Science-Nursing: Nursing Leadership in Health Care Systems (NL)

The Nursing Leadership in Health Care Systems, the MS-NL concentration, prepares the advanced professional nurse for distinction in a leadership role for today's rapidly changing health care delivery systems. This track is designed to apply both the cognitive and behavioral skill sets necessary to be an effective leader. The entire curriculum of the MS-NL program explores values, content knowledge, and skills required to understand and apply effective leadership requirements in the health care environment.

MS-NL Degree Requirements

Nursing Core	15 credits
Major Requirements	21 credits
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Total Nursing Leadership in Health Care Systems	36 credits

Nursing Leadership in Health Care Systems

MLE 601	Introduction to Organizational Leadership	3 credits
MGT 625	Leadership Styles and Development	3 credits
BUS 604	Organizational Ethics	3 credits
MLE 605	Leading High Performance Teams	3 credits
MGT 626	Organizational Systems and Cultures	3 credits
MGT 623	Organizational Development and Change	3 credits
LDR 650	Diversity Management and Leadership	3 credits

Nursing Leadership in Health Care Systems 21 credits

Master of Science-Nursing: Adult Clinical Nurse Specialist (CNS)

The MS-CNS concentration prepares the advanced professional nurse as an advance practice nurse. The CNS addresses health care needs in the three CNS spheres of influence – the patient/client, nurses and nursing practice, and systems and organizations. The dimensions of the CNS role include clinical judgment, clinical inquiry, facilitator of learning, collaboration, systems thinking, advocacy/moral agency, caring practices and response to diversity.

Clinical Nurse Specialist Degree Requirements

Nursing Core	15 credits
Major Requirements	28 credits
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Total Adult Clinical Nurse Specialist	43 credits

Adult Clinical Specialist Major

NUR 642	Advanced Physiology & Pathophysiology*	3 credits
NUR 644	Advanced Pharmacology*	3 credits
NUR 640	Advanced Health Assessment and Diagnostic Reasoning (1 clinical credit)*	4 credits
NUR 655	CNS I Theoretical Foundations (2 clinical credits)*	5 credits
NUR 645	Theories and Methods of Teaching*	3 credits
NUR 657	CNS II Influencing Change in Healthcare Systems (3 clinical credits)*	6 credits
NUR 663	CNS Clinical Internship (4 clinical credits)*	4 credits

Adult Clinical Nurse Specialist Credits 28 credits

* Required courses for Post Master's CNS Certificate

Master of Science-Nursing: Adult Clinical Nurse Specialist (CNS) (education focus)

Adult Clinical Nurse Degree Requirements

Nursing Core	15 credits
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Major Requirements	34 credits
Total Adult Clinical Nurse Specialist	49 credits

Adult Clinical Specialist Major (with education focus)

NUR 642	Advanced Physiology & Pathophysiology*	3 credits
NUR 644	Advanced Pharmacology*	3 credits
NUR 645	Theories and Methods of Teaching*	3 credits
NUR 640	Adv. Health Assessment & Diagnostic Reasoning (1 clinical credit)*	4 credits
NUR 649	Curriculum Development*	3 credits
NUR 655	CNS I Theoretical Foundations (2 clinical credits)*	5 credits
NUR 647	Instructional Development for Distance Learning*	3 credits
NUR 657	CNS II Influencing Change in Healthcare Systems (3 clinical credits)*	6 credits
NUR 660	CNS Clinical Internship/Teaching Practicum (4 clinical credits)*	4 credits

Adult Clinical Nurse Specialist (education focus) 34 credits

* Required courses for Post Master's CNS Certificate with education focus.

Master of Science-Nursing: Nursing Education

The Nurse Educator Track (MS-NEd) concentration prepares advanced professional nurses in the nursing role specialty of nursing education. The NEd track addresses the expanding educational needs of the nursing profession. The Nurse Educator may practice in a variety of settings. The Nurse Educator will be prepared to practice in acute or chronic care settings as a staff-educator or in a role that is responsible for planning implementing and evaluating continuing education programs. The Advanced-Professional Nurse Educator will also be prepared to assume a faculty position in a traditional college of nursing or in a non-traditional program that relies on online technology as a teaching medium. Competencies of the Professional Practice Nurse Educator include utilizing assessing educational needs, planning programs to meet those needs and evaluating the outcomes of their programs. This is accomplished in the context of an evidence-based practice model.

Nursing Educator

Degree Requirements

Nursing Core	15 credits
Major Requirements	22 credits
Total Nursing Education	37 credits

Nursing Education Major

NUR 642	Advanced Physiology & Pathophysiology	3 credits
NUR 644	Advanced Pharmacology	3 credits
NUR 645	Theories and Methods of Teaching*	3 credits
NUR 649	Curriculum Development*	3 credits
NUR 640	Advanced Health Assessment and Diagnostic Reasoning	4 credits
NUR 647	Instructional Development for Distance Learning*	3 credits
NUR 665	Teaching Practicum*	3 credits

Nursing Education 22 credits

* Required courses for Post Master's NEd Certificate

Master of Business Administration and Master of Science in Nursing: Nursing Leadership in Health Care Systems (Dual-Degree)♦

The Master of Business Administration and Master of Science in Nursing: Nursing Leadership in Health Care Systems dual-degree program is designed to afford students the opportunity to develop cross functional business management skills, preparing business practitioners for advanced management and executive positions combined with specialized study in leadership theory and application.

MBA Fundamentals*	6 credits
Business Administration Core	30 credits
Master of Science-Nursing: Nursing Leadership in Health-Care Systems	27 credits

Total Master of Business Administration and Master of Science-Nursing: Nursing Leadership in Health-Care Systems 63 credits

♦ This degree is offered in conjunction with the College of Business. Further information can be found under the College of Business section of the catalog.

ACC 501	Accounting Principles	3 credits
FIN 501	Finance Principles	3 credits
Total MBA Fundamentals		6 credits

MGT 626	Organizational Systems and Cultures	3 credits
MGT 625	Leadership Styles and Development	3 credits
MGT 623	Organizational Development and Change	3 credits
NUR 501	Advanced Nursing Issues and Roles	3 credits
NUR 503	Healthcare Policy and Finance Issues	3 credits

NUR 505	Advanced Nursing Theory	3 credits
NUR 507	Healthcare Research Analysis and Utilization	3 credits
NUR 511	Evidence-based Practice Project	3 credits
LDR 650	Diversity Management and Leadership	3 credits
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Total Master of Science-Nursing:		
Nursing Leadership in Health-Care Systems		27 credits

College of Nursing Accreditation

The BSN and MSN programs are accredited by the Commission on Collegiate Nursing Education, One Dupont Circle NW Suite 530, Washington DC 20036-1120, 202-887-6791. The College of Nursing programs are approved by the Arizona State Board of Nursing. The College is a member of the American Association of Colleges of Nursing, and is a charter member of the Western Institute of Nursing.

The College of Liberal Arts and Sciences

College Description

To accomplish the mission of the college, students are presented with theoretical perspectives examining the workings of the human mind, cultural diversity, and the integration of faith and discipline. In addition, they receive the opportunity to develop talents in various fine arts. The College aims to produce individuals with a broad range of knowledge, special competence in a particular branch of academics, and individuals who possess attitudes and skills for intellectual discipline and lifelong learning. The College of Liberal Arts and Sciences provides courses for the Grand Experience, the University's general education program. The college provides the largest variety of majors and minors of any academic unit.

College Mission

In support of the university mission, the College of Liberal Arts and Sciences presents students with theoretical perspectives examining the workings of the human mind, cultural diversity, and the integration of faith and discipline. The College aims to produce individuals with a broad range of knowledge, special competence in a particular branch of academics, and individuals who possess attitudes and skills for intellectual discipline and lifelong learning.

College Features

The faculty members have committed themselves to provide training in communication for all students matriculating through courses within the University. Graduating students should have the tools for effective academic and professional discourse. Thus, many courses within the college have writing and speaking components. Acquiring these tools will enable students to be articulate, both within their chosen discipline and within larger academic and professional contexts.

In addition, the College is dedicated to developing the talent of students through majors in the performing and fine arts areas. A wide range of curricular and extracurricular opportunities exists to help students develop in musical performance and knowledge, in various visual and plastic arts, and in theatrical production and performance.

The College is composed of the Department of Christian Studies, the School of Applied Ministry, the Department of Humanities, the Department of Social Sciences, the Department of Fine Arts, and the Department of Mathematics and Science. The music program is a candidate for accreditation in the National Association of Schools of Music and is currently following the guidelines set by NASM.

Recommended Undergraduate Preparation

English:

Four years of high school English (composition/literature-based), or

Minimum test score of 21 on the ACT English or 530 on the SAT Verbal, or

One three-credit transferable college English composition course

Mathematics:

Three years of high school mathematics courses: two years of algebra and one year of a math course that requires algebra as a prerequisite, or

Minimum test score of 20 on the ACT Math or 520 on the SAT Math, or

Two transferable three-credit college pre-algebra courses, or one transferable three-credit college algebra course.

Laboratory Science:

Two years high school laboratory science; one year each from two of the following: biology, chemistry, earth science, or physics, or

One year high school laboratory science (biology, chemistry, earth science, or physics) plus minimum test score on one of the following: SAT II Chemistry Test – 630, SAT II Biology Test – 580, SAT II Physics Test – 650, ACT Science – 20, or

One transferable four-credit college laboratory science course.

Social Science:

The student must meet one requirement from Section A and one requirement from Section B.

Section A:

One year high school American history, or

Minimum test score of 610 on the SAT II American History Test, or

One transferable three-credit college American history course.

Section B:

One year of high school social science (European history, world history, sociology, geography, government, psychology, or anthropology), or

Minimum score of 630 on the SAT II World History Test, or

One transferable three-credit college social science course.

Mathematic-Placement Examination

All Grand Canyon University mathematics courses require a prerequisite or an assessment examination for entry. See the Assessed Placement in Mathematics Classes section of the Academic Catalog for further details.

Department of Christian Studies

The Department of Christian Studies provides students with a strong biblical foundation in the field of ministry. They can become highly skilled for service in Christian communities. The courses are designed to equip students with an understanding of the Bible and its historical and theological significance for the Christian faith, to prepare them for ministry, and to provide them with spiritual guidance.

A vital part of the student's development in ministry is the exploration of a personal call to ministry. Each Christian Studies student should be able to identify and verbalize his/her experience of being called to ministry.

The faculty is committed to helping students formulate their call to ministry by exploring the various directions that a call may take. Opportunities to dialogue with church, denominational, and other Christian leaders help guide students in the process of ministry development.

Christian Studies students may choose from two degree programs. Both of these degree programs seek to provide a solid foundation for working with people in all fields of Christian endeavor, as well as to prepare students for the rigors of graduate education. The Department of Christian Studies provides students with a learning environment where they not only obtain a strong biblical foundation but also a greater degree of practical applications in their particular field of ministry. Students will experience learning through hands-on opportunities as well as classroom instruction.

The Bachelor of Arts in Christian Studies degree is designed to provide students with both focus and flexibility as they prepare themselves for Christian

vocation. After providing each student with a strong foundational core, the program allows each student to select one of the following emphases: Biblical/Theological Studies, Pastoral Ministry, Worship Ministry, and Youth Ministry. Each emphasis is designed to provide students with optimal learning experiences that result in a specific ministry goals and career opportunities once they have earned the degree.

The Bachelor of Arts in Christian Leadership is a non-traditional degree-completion program that is designed to build transferable management and leadership skills, styles, and models understood within a Christian context. The Christian Leadership program adopts a servant leadership perspective and applies it to the issues of the twenty-first century, responding to the particular needs of leaders, today and tomorrow. The program is designed to sharpen leadership capabilities in any setting, while introducing and applying Christian ideals to the workplace.

Bachelor of Arts in Christian Studies

Degree Requirements (Emphasis Required)

The Grand Experience*	38 credits
Christian Studies Core	54 credits
Emphasis	24 credits
Electives**	12 credits

Total Bachelor of Arts in Communications	128 credits
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*BIB 113 and BIB 123 are required.

**Campus students may have access to a wider range of electives than the ones listed below.

Preferred Electives

UNV 101	University Success	3 credits
PHI 215	Introduction to Logic	3 credits
SOC 101	Understanding Society	3 credits
HIS 317	Studies in the Non-Western World	3 credits

Total Elective Credits	12 credits
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Christian Studies Core

PHI 101	Introduction to Philosophy	3 credits
MIN 202	Introduction to Ministry	3 credits
HIS 200	Christian History	3 credits
BIB 433	The Gospels	3 credits
PHI 215	Introduction to Logic	3 credits
MIN 213	A Survey of Christian Education	3 credits
HTH 373	Christian Doctrines	3 credits
BIB 313	Biblical Interpretation	3 credits
INT 303	Cross-Cultural Communication	3 credits
PHI 225	Introduction to Ethics	3 credits

BIB 442	The Pentateuch	3 credits
MIN 315	Spiritual Formation	3 credits
CHL 432	Christian Leadership Theory and Praxis	3 credits
MIN 220	Management for Ministry	3 credits
PHI 351	Christian Apologetics	3 credits
BIB 443	The Epistles of Paul	3 credits
PSY 341	Lifespan Development	3 credits
MIN 497	Christian Studies Internship	3 credits
Total Christian Studies Core		54 credits

Biblical/Theological Studies Emphasis

Graduates of Grand Canyon University's Bachelor of Arts in Christian Studies with an emphasis in Biblical/Theological Studies will utilize biblical studies as the foundation, and an understanding of theology, philosophy, and Christian history as the framework, for communicating Christ to a wide variety of audiences. In addition to spiritual formation and exegetical skills essential to Christian studies, graduates will be able to employ communication, leadership, and organizational skills necessary for effective ministry. The Biblical/Theological Studies Emphasis increases the intensity of the core areas of Bible, Christian history, theology, and Christian philosophy through more in-depth study of those areas.

HTH 303	History of Christianity in America	3 credits
INT 333	Christianity and Culture	3 credits
BIB 423	General Epistle and the Revelation	3 credits
HTH 365	Historical Theology	3 credits
BIB 432	The Old Testament Prophets	3 credits
PHI 318	Faith and Reason	3 credits
INT 463	World Religions	3 credits
HTH 375	Contemporary Theology	3 credits
Total Emphasis		24 credits

Pastoral Ministry Emphasis

Graduates of Grand Canyon University's Bachelor of Arts in Christian Studies with an emphasis in Pastoral Ministry will utilize biblical studies as the foundation, and an understanding of theology, philosophy, and Christian history as the framework, for communicating Christ to various audiences. In addition to spiritual formation and exegetical skills essential to Christian studies, graduates will be able to employ communication, leadership, and organizational skills necessary for effective ministry. Students graduating with a Pastoral Emphasis will be prepared to lead congregations through the challenges affecting today's churches.

MIN 373	Introduction to Pastoral Ministry	3 credits
INT 333	Christianity and Culture	3 credits
MIN 411	Financial Decision Making	3 credits

MIN 412	in Ministry Ministerial Organizational Development and Change	3 credits
COM 410	Effective Ministerial Communications	3 credits
CHL 446	Issues in Counseling	3 credits
CHL 448	Leadership in the Global Community	3 credits
MIN 475	Issues in Contemporary Pastoral Ministry	3 credits
Total Emphasis		24 credits

Worship Ministry Emphasis

Graduates of Grand Canyon University's Bachelor of Arts in Christian Studies with an emphasis in Worship Ministry will utilize biblical studies as the foundation, and an understanding of theology, philosophy, and Christian history as the framework, for communicating Christ to various audiences. In addition to spiritual formation and exegetical skills essential to Christian studies, graduates will be able to employ communication, leadership, and organizational skills necessary for effective ministry. Students graduating with a Worship Emphasis will understand the biblical and historical roots of worship and be prepared to influence today's churches in worship experiences.

WOR 201	Introduction to Worship	3 credits
INT 333	Christianity and Culture	3 credits
WOR 301	Arts and Worship	3 credits
WOR 302	Personal Worship Planning	3 credits
MCH 378	Music in Worship	3 credits
WOR 303	Planning Corporate Worship	3 credits
WOR 401	Worship Leading Seminar	3 credits
WOR 475	Issues in Contemporary Worship Ministry	3 credits
Total Emphasis		24 credits

Youth Ministry Emphasis

Graduates of Grand Canyon University's Bachelor of Arts in Christian Studies with an emphasis in Youth Ministry will utilize biblical studies as the foundation, and an understanding of theology, philosophy, and Christian history as the framework, for communicating Christ to various audiences. In addition to spiritual formation and exegetical skills essential to Christian studies, graduates will be able to employ communication, leadership, and organizational skills necessary for effective ministry. Students graduating with a Youth Emphasis will be able to design, develop, and implement a youth ministry based on an understanding of the needs of today's youth.

MIN 300	Introduction to Youth Ministry	3 credits
INT 333	Christianity and Culture	3 credits
PSY 373	Adolescent Psychology	3 credits
MIN 343	Teaching and Guiding	3 credits

COM 410	Youth Effective Ministerial Communications	3 credits
BIB 410	Interpreting the Bible for Youth	3 credits
CHL 448	Leadership in the Global Community	3 credits
MIN 476	Issues in Contemporary Youth Ministry	3 credits
Total Emphasis		24 credits

Department of Humanities

The Department of Humanities is comprised of the traditional disciplines of the liberal arts that increase our understanding of human actions in the past and present. These disciplines focus on the analysis of written texts and oral communications as unique products of the diverse human community. The department is committed to the concept that “all truth is God’s truth” and seeks to integrate historic Christian truths into the various disciplines.

The Department of Humanities serves two principal functions—the provision of a liberal arts education and specialized training for future careers including graduate studies.

English offers majors in English Literature and English Teaching and minors in English and Writing/Journalism. English majors are given the opportunity to gain the knowledge and professional competence to communicate effectively in written and oral discourse. They also gain a wider knowledge in American literature, English literature, linguistics, grammar, and the history of English.

Study of a foreign language increases the student’s awareness and appreciation of other people and cultures, as well as provides a means of communication. The study encourages students to pursue new areas of interest and provides the means to enhance many career fields.

The International Studies major is designed for students who may enter such varied fields as diplomacy, government service, international communications, world-wide religious service, and other fields where international understanding and expertise is required. The International Studies major requires a period of at least six weeks abroad and intermediate language proficiency in a second language.

History presents students with chronological and theoretical frameworks that enable them to properly contextualize the human cultural, social, political, and economic experience. The department seeks to equip its majors and minors with the basic skills for historical research and reflection.

The Communications program seeks to enable students to communicate effectively, think critically,

and develop skills in a variety of disciplines. Courses are designed to provide students with skills in the areas of art, business, English, journalism, and speech. The Communications degree is broadly based in order to provide a wide variety of experiences. An area of emphasis is provided to help prepare the student for professional work in the field of broadcasting, journalism, photojournalism, and public relations.

Bachelor of Arts in Communications

Grand Canyon University’s Bachelor of Arts in Communications program develops leaders in the fields of human communication and media. The program is built on a values-based liberal arts foundation. Students develop the knowledge, creativity, and technical skills necessary to design and deliver compelling messages.

Degree Requirements (Emphasis Required)

<u>The Grand Experience</u>	38 credits
Communications Core	54 credits
Emphasis	24 credits
Electives*	12 credits
Total Bachelor of Arts in Communications	128 credits

*Campus students may have access to a wider range of electives than the ones listed below.

Preferred Electives

UNV 101	University Success	3 credits
PHI 215	Introduction to Logic	3 credits
SOC 101	Understanding Society	3 credits
HIS 317	Studies in the Non-Western World	3 credits
Total Electives		12 credits

Communications Core

COM 125	Communications and the Media	3 credits
COM 150	History and Criticism of Visual Media	3 credits
ART 201	Photography and Digital Imaging I	3 credits
DGN 223	Advertising Design	3 credits
PHI 225	Introduction to Ethics	3 credits
COM 230	Persuasive Theory	3 credits
COM 260	Introduction to Electronic Media Production	3 credits
DGN 263	Digital Layout and Illustration	3 credits
DGN 265	Web Design	3 credits

COM 300	Writing for the Media	3 credits
MKT 301	Principles of Marketing	3 credits
BUS 307	Business Communication	3 credits
COM 310	Principles of Public Relations	3 credits
COM 314 Δ	Intercultural Communication	3 credits
COM 400	Current Issues in Communication	3 credits
MGT 415	Organizational Behavior	3 credits
MGT 433	Human Resources	3 credits
COM 495	Senior Seminar	3 credits
Total Communications Core		54 credits
Δ Writing-Intensive course		

Digital Media Emphasis

COM 330	Visual Media and Storytelling	3 credits
COM 340	Screenwriting	3 credits
COM 350	Cinematography and Set Design	3 credits
COM 450	Audio Production Workshop	3 credits
COM 460	Media Production and Editing	3 credits
COM 470	Production Management	3 credits
COM 480	Media Production and Directing	3 credits
COM 497	Internship	3 credits
Total Emphasis Credits		24 credits

Graphic Design Emphasis

DGN 233	Graphic Design I	3 credits
ART 301	Photography/Digital Imaging II	3 credits
DGN 333	Graphic Design II	3 credits
ART 351	Photography/Digital Imaging III	3 credits
DGN 433	Graphic Design III	3 credits
DGN 434	Graphic Design IV	3 credits
COM 460	Media Production & Editing	3 credits
COM 497	Internship	3 credits
Total Emphasis Credits		24 credits

Public Relations Emphasis

DGN 233	Graphic Design I	3 credits
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ART 301	Photography/Digital Imaging II	3 credits
MKT 302	Buyer and Consumer Behavior	3 credits
MKT 304	Promotion and Advertising	3 credits
COM 320	Public Relations Writing and Design	3 credits
ART 351	Photography/Digital Imaging III	3 credits
MGT 435	Project Management	3 credits
COM 497	Internship	3 credits
Total Emphasis Credits		24 credits

Bachelor of Arts in English Literature

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Major	42 credits
Minor (See Undergraduate Minors)	18-26 credits
Free Electives*	22-30 credits

Total Bachelor of Arts in English Literature 128 credits

* Only applies to campus students.

English Literature Major

ENG 200	Analysis of World Literature	3 credits
ENG 421	Shakespeare	3 credits
ENG 422	Major Authors	3 credits
ENG 423	Literary Movement	3 credits
ENG 453	Christianity and Literature	3 credits
ENG 490	Senior Seminar	3 credits
ENG —	Language, Linguistics, Linguistic History	6 credits
ENG —Δ	Writing Electives	3 credits
ENG —	Literature Survey	9 credits
ENG —	Genre Study	6 credits

Total English Literature 42 credits

Δ Writing-Intensive course

Bachelor of Arts in English for Secondary Teachers

Degree Requirements

The Grand Experience	38 credits
Major	41 credits
Secondary Education Certification	27 credits
Education Certification Core	15 credits

Electives	7 credits
Total Bachelor of Arts in English for	128 credits

Secondary Teachers

English for Secondary Teachers Major

ENG 200 ^Δ	Analysis of World Literature	3 credits
ENG 221	English Literature I	3 credits
ENG 222	English Literature II	3 credits
ENG 300	English Practicum	2 credits
ENG 341	American Literature I	3 credits
ENG 342	American Literature II	3 credits
ENG 421	Shakespeare	3 credits
ENG 423	Literary Movement	3 credits
ENG 453	Christianity and Literature	3 credits
ENG 490 ^Δ	Senior Seminar	3 credits
ENG —	Language, Linguistics, Linguistic History	6 credits
ENG —	Genre Study	3 credits
ENG — ^Δ	Writing Electives	3 credits

Total English Teaching 41 credits

^Δ Writing-Intensive course

Bachelor of Arts in History

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Major	39 credits
Minor (See Undergraduate Minors)	18-26 credits
Free Electives*	25-33 credits
Total Bachelor of Arts in History	128 credits

* Only applies to campus students.

History Major

HIS 103	US History to 1877	3 credits
HIS 104	US History since 1877	3 credits
HIS 107	World History before 1500	3 credits
HIS 108	World History after 1500	3 credits
HIS 246 ^Δ	History and Historians	3 credits

European History (select two of the following):

HIS 322	Medieval History	3 credits
HIS 333	Early Modern Europe	3 credits
HIS 352	History of England to 1688	3 credits
HIS 367	Studies in 20th Century Europe	3 credits
HIS 413 ^Δ	Russian History	3 credits
HIS —	additional courses	3 credits

United States History (select two of the following):

HIS 343	Colonial & Revolutionary America	3 credits
HIS 345	United States since 1945	3 credits
HIS 409 ^Δ	Civil War and Reconstruction	3 credits
HIS 416 ^Δ	American Diplomatic History	3 credits
HIS 498 ^Δ	Adv Topics: The American West	3 credits
HIS —	additional courses	3 credits

Non-Western History

HIS 317	Studies in the Non Western World	3 credits
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History Electives

HIS	300-level Elective	3 credits
HIS —	400-level Elective	3 credits
HIS — ^Δ	400-level Elective	3 credits

Total History 39 credits

^Δ Writing-Intensive course

Bachelor of Arts in International Studies

Degree Requirements (Minor Required)

Grand Experience	38 credit
Major	45 credits
Minor (See Undergraduate Minors)	18-26 credits
Free Electives*	19-27 credits

Total Bachelor of Arts in International Studies 128 credits

* Only applies to campus students.

* Study abroad required.

* Intermediate-level proficiency in second language required.

International Studies Major

GEO 121	World Geography	3 credits
HIS 107	World History before 1500	3 credits
OR		
HIS 108	World History after 1500	3 credits
PSY 101	Introduction to Psychology	3 credits
PHI 225	Introduction to Ethics	3 credits
SOC 101	Introduction to Sociology	3 credits
COM 314 ^Δ	Intercultural Communications	3 credits
PHI 463	World Religions	3 credits
POS 323	International Relations	3 credits
SOC 313	Cultural Anthropology	3 credits
SOC 498	Adv. Topics: Third World Issues	3 credits
UNV 300 [‡]	Study Abroad	0 credits
UNV 490 ^Δ	International Studies Seminar	3 credits

Electives (choose four of the following courses):

HIS 413	Russia and Eastern Europe	3 credits
HIS 317	Studies in the Non-Western World	3 credits
HIS 498	Advanced Topics: Latin American History	3 credits
POS 380	Comparative Governments	3 credits
BUS 406	International Business	3 credits
ENG 200	Analysis of World Literature	3 credits
ENG 315	English in its Social and Historical Settings	3 credits
ECN 201	Macroeconomics	3 credits
ECN 202	Microeconomics Principles	3 credits
INT 333	Christianity and Culture	3 credits

INT 363	Issues in Contemporary Missions	3 credits
INT 498	Special Topics	3 credits
POS 497	Political Science Internship	3 credits
POS 498	Advanced Topics: Public Policy	3 credits
SPA 373	Hispanic Civilization	3 credits
FIN 425	International Trade and Finance	3 credits
MKT 425	International Marketing	3 credits
Total International Studies		45 credits
Δ Writing-Intensive course		

Department of Mathematics and Science

Biology Program Description

Courses in the Biology program are intended to help students understand and appreciate the structure, function, diversity, and interactions of living organisms. Degrees within the Biology program are designed to structure students' curricula to prepare them for careers or graduate studies in medicine, health sciences, education, research, environmental biology, and wildlife biology.

Bachelor of Science in Biology

Degree Requirements

The Biology degree program is designed primarily to provide students with a strong foundation for a variety of graduate and professional programs and careers in the science disciplines. Advisors assist students in tailoring their programs with appropriate electives to allow them to pursue careers including medicine, research, and environmental quality.

The Grand Experience	38 credits
Biology Core	68 credits
Free Electives*	22 credits
Total Bachelor of Science in Biology	128 credits

* Only applies to campus students.

Biology Core

BIO 181	General Biology I	3 credits
BIO 181L	General Biology I Lab	1 credit
BIO 182	General Biology II	3 credits
BIO 182L	General Biology II Lab	1 credit
BIO 301Δ	Science Communication I	2 credits
BIO 302Δ	Science Communication II	2 credits
BIO 320	Fundamentals of Ecology	4 credits
BIO 332	Cell Biology	3 credits
BIO 340	Genetics	3 credits
BIO 340L	Genetics Lab	1 credit
BIO 360	Basic Physiology	3 credits
BIO 360L	Basic Physiology Lab	1 credit
BIO —§	Biology Electives	17 credits

CHM 113	General Chemistry I	3 credits
CHM 113L	General Chemistry I Lab	1 credit
CHM 115	General Chemistry II	3 credits
CHM 115L	General Chemistry II Lab	1 credit
CHM 331	Organic Chemistry I	3 credits
CHM 331L	Organic Chemistry I Lab	1 credit
CHM 332	Organic Chemistry II	3 credits
CHM 332L	Organic Chemistry II Lab	1 credit
PHY 111	General Physics I	3 credits
PHY 111L*	General Physics I Lab	1 credit
PHY 112	General Physics II	3 credits
PHY 112L*	General Physics II Lab	1 credit
Total Biology Core		68 credits

Biology Electives

Choose at least one course from each category:

Biodiversity

BIO 370	Arizona Flora	4 credits
BIO 411	Conservation Biology	3 credits
BIO 445	Evolutionary Biology	3 credits

Morphology/Advanced Physiology

BIO 308	Pathophysiology	3 credits
BIO 373	Human Gross Anatomy and Dissection	4 credits
BIO 433	Histology	4 credits
BIO 444	Endocrinology	3 credits

Microbial and Molecular Biology

BIO 205	Microbiology	4 credits
BIO 345	Immunology	3 credits
BIO 443	Molecular Genetics	3 credits
CHM 360	Principles of Biochemistry	3 credits
CHM 360L	Principles of Biochemistry Lab	1 credit

Δ Writing-Intensive course

§ To complete the 17 credit Biology Electives requirement, students may take any course with a BIO prefix excluding BIO 100, 105, 201, 202, 305, 306, 307, 309, and all recitation courses.

* PHY 115, 115L University Physics I and PHY 116, 116L University Physics II may be substituted.

Bachelor of Science in Human Biology

Degree Requirements

The Bachelor of Science in Human Biology Degree is designed to provide students a strong foundation that meets or exceeds the required criteria for entry into the allied health professional programs and careers. Advisors assist students in tailoring their programs with appropriate electives that enhance their pursuit of careers such as physicians assistants, physical therapists, occupational therapists, and sports health care specialists.

The Grand Experience	38 credits
Human Biology Core	72 credits

Free Electives*	18 credits
Total Bachelor of Science in Human Biology	128 credits

* Only applies to campus students.

Human Biology Major

BIO 181	General Biology I	3 credits
BIO 181L	General Biology I Lab`	1 credit
BIO 182	General Biology II	3 credits
BIO 182L	General Biology II Lab	1 credit
BIO 201	Human Anatomy and Physiology I	3 credits
BIO 201L	Human Anatomy and Physiology I Lab	1 credit
BIO 202	Human Anatomy and Physiology II	3 credits
BIO 202L	Human Anatomy and Physiology II Lab	1 credit
BIO 205	Microbiology	4 credits
BIO 301 ^Δ	Science Communication I	2 credits
BIO 302 ^Δ	Science Communication II	2 credits
BIO 308	Pathophysiology	3 credits
BIO 340	Genetics	3 credits
BIO 340L	Genetics Lab	1 credit
BIO —	Electives	14 credits
CHM 113	General Chemistry I	3 credits
CHM 113L	General Chemistry I Lab	1 credit
CHM 115	General Chemistry II	3 credits
CHM 115L	General Chemistry II Lab	1 credit
PHY 111	General Physics I	3 credits
PHY 111L	General Physics I Lab	1 credit
PHY 112	General Physics II	3 credits
PHY 112L	General Physics II Lab	1 credit
PSY 101	General Psychology	3 credits
PSY 341	Lifespan Development	3 credits
PSY 466	Abnormal Psychology	3 credits
One of the following:		
BIO 305	Introduction to Physical Therapy	2 credits
BIO 306	Introduction to Occupational Therapy	2 credits
BIO 307	Practice of Medicine by Physician Assistants	2 credits
BIO 309	Introduction to Pharmacy	2 credits
Total Human Biology Core		72 credits

Biology Electives*

Choose at least one course:

EXS 335	Kinesiology	3 credits
EXS 340	Exercise Physiology	3 credits
CHM 331	Organic Chemistry I	3 credits
CHM 331L	Organic Chemistry I Lab	1 credit
CHM 332	Organic Chemistry II	3 credits

CHM 332L	Organic Chemistry II Lab	1 credit
CHM 360	Principles of Biochemistry	3 credits
CHM 360L	Principles of Biochemistry Lab	1 credit
Choose at least one course:		

BIO 332	Cell Biology	3 credits
BIO 345	Immunology	3 credits
BIO 373	Human Gross Anatomy and Dissection	4 credits
BIO 383	Drug Abuse Seminar	3 credits
BIO 433	Histology	4 credits

^Δ Writing-Intensive course

* To complete the 14-credit Upper Division Biology electives requirement, students may take additional courses from Group I and Group II or any upper division courses with a BIO, CHM, or PHY prefix, excluding BIO, 100, BIO 105, BIO 360, CHM 101, CHM 101L, PHY 101, PHY 101L, and all recitation courses.

Bachelor of Science in Biology for Secondary Teachers

Degree Requirements

The Bachelor of Science in Biology for Secondary Teachers Degree is designed to provide students a strong foundation in the biological sciences along with an introduction into the relevant concepts associated with the physical sciences.

The Grand Experience	38 credits
Biology Teaching Core	46 credits
Secondary Education Certification	27 credits
Free Electives*	17 credits

Total Bachelor of Science in Biology Teaching	128 credits
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* Only applies to campus students.

Biology for Secondary Teachers Major

BIO 181	General Biology I	3 credits
BIO 181L	General Biology I Lab`	1 credit
BIO 182	General Biology II	3 credits
BIO 182L	General Biology II Lab	1 credit
BIO 201	Human Anatomy and Physiology I	3 credits
BIO 201L	Human Anatomy and Physiology I Lab	1 credit
BIO 202	Human Anatomy and Physiology II	3 credits
BIO 202L	Human Anatomy and Physiology II Lab	1 credit
BIO 301 ^Δ	Science Communication I	2 credits
BIO 302 ^Δ	Science Communication II	2 credits
BIO 320	Fundamentals of Ecology	4 credits
BIO 340	Genetics	3 credits
BIO 340L	Genetics Lab	1 credit

BIO 480	Methods of Teaching Science in Secondary Schools	3 credits
BIO —	Upper Division Bio. Elective(s)	4 credits
CHM 101	Introduction to Chemistry	3 credits
CHM 101L†	Introduction to Chemistry Lab	1 credit
CIS 180	Computer Info. System Modules	3 credits
PHY 101	Introduction to Physical Science	3 credits
AND		
PHY 101L	Introduction to Physical Science Lab	1 credit
OR		
PHY 111	General Physics I	3 credits
AND		
PHY 111L	General Physics I Lab	1 credit
Total Biology Teaching		46 credits

† Writing-Intensive course

CHM 113, 113L General Chemistry I and CHM 115, 115L General Chemistry II are required for Chemistry minors.

Physical Sciences Program Description

The Physical Sciences program provides curricula for students wishing to major in chemistry for secondary teachers and science for elementary teachers. These majors are designed to prepare students for employment in high school or elementary school science teaching. Minors are offered in biophysical science, chemistry, physics, and science teaching. Students with advanced placement credit from high school physics or chemistry courses are encouraged to apply for credit in General Physics or General Chemistry.

The diverse backgrounds of the faculty, with expertise in biochemistry, biophysics, material science, meteorology, solid state chemistry, analytical chemistry, catalysis and organometallics, science education, and technology enhanced education, ensure each student a broad exposure to the physical sciences. Each faculty member is committed to serving students, whether in providing service courses in chemistry and physics, leading students in their choice of major, or helping well-qualified students find educational internships or research experiences. The Physical Sciences program emphasizes teaching excellence, analytical thinking, practical laboratory experiences, spiritual growth, and social awareness, all within a Christian liberal arts setting.

Bachelor of Science in Chemistry for Secondary Teachers

Degree Requirements

The Bachelor of Science in Chemistry for Secondary Teachers Degree is designed to provide students a strong foundation in the chemical sciences along with

an introduction into the relevant concepts associated with biological sciences and other physical sciences.

<u>The Grand Experience</u>	38 credits
Chemistry Teaching Core	47 credits
Secondary Education Certification	27 credits
Free Electives*	16 credits

Total Bachelor of Science in Chemistry Teaching	128 credits
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* Only applies to campus students.

Chemistry Teaching Core

BIO 100	Biology Concepts	3 credits
BIO 100L	Biology Concepts Lab	1 credit
BIO 105**	Environmental Biology	3 credits
BIO 105L	Environmental Biology Lab	1 credit
CHM 113	General Chemistry I	3 credits
CHM 113L	General Chemistry I Lab	1 credit
CHM 115	General Chemistry II	3 credits
CHM 115L	General Chemistry II Lab	1 credit
CHM 301 ^Δ	Science Communication I	2 credits
CHM 302 ^Δ	Science Communication II	2 credits
CHM 314	Analytical Chemistry	3 credits
CHM 314L	Analytical Chemistry Lab	2 credits
CHM 331	Organic Chemistry I	3 credits
CHM 331L	Organic Chemistry I Lab	1 credit
CHM 332	Organic Chemistry II	3 credits
CHM 332L	Organic Chemistry II Lab	1 credit
CHM 480	Methods of Teaching Science in the Secondary Schools	3 credits
CHM--	Upper Division Chemistry Electives (excluding CHM 396 and recitation classes)	4 credits
CIS 180	Computer Information Systems Modules	3 credits
PHY 101	Introduction to Physical Science	3 credits
PHY 101L	Introduction to Physical Science Lab	1 credit
Total Chemistry for Secondary Teachers		47 credits

** BIO 181 and BIO 182 are required for biology minors.

^Δ Writing-Intensive course

Mathematics Program Description

Since every degree at Grand Canyon University has a mathematics requirement, the mission of the Mathematics faculty is to focus on the needs of students from all disciplines who have diverse interests and backgrounds. The faculty strive to prepare students for careers in teaching.

Mathematics is a broad, applicable, and playful subject. In recent times, especially since the advent of the digital computer, mathematics has expanded into a collection of mathematical sciences that include pure and applied mathematics, computation, computer science, statistics, operations research, and other areas. Themes of structure, randomness and chaos, techniques of computation, analysis and visualization, and modes of thought involving proof, counter-example, intuition, and creation of unifying concepts are hallmarks of mathematics.

Mathematical ideas have found application not only in the physical sciences but increasingly in the life, social, and management sciences, and even in the arts and humanities. The pace of discovery and invention in mathematics remains high. Mathematics is indeed the “queen and servant of the sciences.” The Mathematics program offers a major in Mathematics for Secondary Teaching.

Students who have completed advanced or accelerated courses in mathematics in high school may apply for advanced placement with regard to certain mathematics courses. An individualized program may be tailored for students who plan to continue their study elsewhere in an engineering program, but who also desire a strong foundation in mathematics and the advantages of a Christian liberal arts setting.

The facilities for mathematics include the Dynamical Systems Lab where students use computers to study fractals, chaos, and iterations.

Bachelor of Science in Mathematics for Secondary Teachers

Degree Requirements

The Grand Experience	38
	credits
Mathematics for Secondary Teachers	47
Major	credits
Secondary Education Certification	27
	credits
Free Electives*	16
	credits
Total Bachelor of Science in Mathematics for Secondary Teachers	128 credits

* Only applies to campus students.

Mathematics for Secondary Teachers Major

CSC 105	Introduction to Programming Languages	3 credits
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MAT 270	Analytical Geometry and Calculus I	4 credits
MAT 271	Analytical Geometry and Calculus II	4 credits
MAT 272	Analytical Geometry and Calculus III	4 credits
MAT 300Δ	Introduction to Mathematical Thought	3 credits
MAT 310	College Geometry	3 credits
MAT 342	Linear Algebra	3 credits
MAT 363	Probability and Statistics	3 credits
MAT 371	Advanced Calculus I	3 credits
MAT 373	Differential Equations	3 credits
MAT 443	Abstract Algebra	3 credits
MAT 483Δ	Mathematics in the Secondary School	3 credits
PHY 115	University Physics I	3 credits
PHY 115L	University Physics I Lab	1 credit
PHY 116	University Physics II	3 credits
PHY 116L	University Physics II Lab	1 credit

Total Mathematics for Secondary Teachers 47 credits

Δ Writing-Intensive course.

∞ Students desiring teaching certification should refer to the Secondary Education Certification in the College of Education.

† Those having a major in the College of Education may use MAT 483.

Athletic Training, Physical Education, and Recreation

Department Description

The major and minor degrees described offer a blend of classroom instruction and clinical experience designed for the optimum preparation of students for careers in this field. These courses of study will prepare students for eligibility to meet the requirements of the National Athletic Trainers Association Board of Certification, national certifications in the commercial health and fitness industry, State Board of Education Certification or Endorsement in physical education, health education, or athletic coaching.

The Athletic Training, Corporate Fitness and Wellness, Physical Education, and Recreation majors comprise 44-47 credits of study with a minor required. Minors include Athletic Coaching, Exercise Science, Health Education, Physical Education, and Recreation.

An Athletic Trainer is a qualified allied health care professional educated and experienced in the management of health care problems associated with sports participation. The Athletic Training major prepares the student to become a certified athletic

trainer who is qualified to work in a variety of settings including high schools, colleges and universities, professional sports, clinics, and other areas as an integral part of the health care team. The student will receive education in prevention, care, immediate treatment, rehabilitation, and management of athletic related injuries and illnesses. The education includes clinical rotations on and off campus that require at least 1000 credits of clinical experience that must be completed before graduation. Students are also required to take a physical exam and sign a technical standards agreement prior to full acceptance to ensure ability to complete tasks associated with the position. The selection of student athletic trainers is competitive. A completed admission application should be submitted by April 1, after completing at least 75 observation credits and athletic training student prerequisite requirements. Students will be accepted to the program by June 1 for priority admission.

The Corporate Fitness and Wellness major can lead, along with practical experience, to eligibility in any of the following areas: Exercise Leader, Health/Fitness Instructor, or Personal Trainer with the American College of Sports Medicine or Certified Strength and Conditioning Specialist or Personal Trainer with the National Strength and Conditioning Association.

The Physical Education major and minor will prepare students for State Board of Education Certification or Endorsement, along with meeting College of Education requirements, at either the elementary or secondary level.

The Recreation major and minor will prepare the student as a recreation professional who can supervise and implement recreation programs and manage recreation facilities.

The Athletic Coaching minor emphasizes skills to assist the future teacher or other professional who wishes to coach interscholastic, intercollegiate, or other sports teams in all aspects of preparation for competition. Successful completion of coursework will meet level three guidelines from NASPE or State Board of Education requirements for coaching certification.

The Exercise Science minor will especially enable the Human Biology or Allied Health major to obtain a degree from Grand Canyon University by providing a concentrated field of study of valuable knowledge and skills to enhance admittance possibilities in allied health professional schools.

The Health Education minor is designed to prepare students to enter the commercial health industry as an educator, or with College of Education coursework, to receive State Board of Education Endorsement.

Bachelor of Science in Athletic Training

Degree Requirements

Students must complete 1,000 supervised athletic training internship credits and clinical experience check sheet prior to graduation.

The Grand Experience	38 credits
Athletic Training Core	49 credits
Free Electives*	41 credits

Total Bachelor of Science in Athletic Training	128 credits
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* Only applies to campus students.

Athletic Training Core

BIO 201	Human Anatomy and Physiology I	3 credits
BIO 201L	Human Anatomy and Physiology I Lab	1 credit
BIO 202	Human Anatomy and Physiology II	3 credits
BIO 202L	Human Anatomy and Physiology II Lab	1 credit
PED 292	Teaching of Individual Activities II	2 credits
EXS 295	Clinical Instruction in Athletic Training 1	3 credits
EXS 314	Care and Prevention of Athletic Injuries	3 credits
EXS 324	Recognition & Evaluation of Athletic Injuries	3 credits
EXS 335 ^Δ	Kinesiology	3 credits
EXS 340	Physiology of Exercise	3 credits
EXS 385	Therapeutic Modalities	3 credits
EXS 386	Pharmacological Agents in Sports Medicine	2 credits
EXS 395	Clinical Instruction in Athletic Training 2	2 credits
EXS 414 ^Δ	Advanced Athletic Training	3 credits
EXS 424	Athletic Training Administration	3 credits
EXS 426	Theory of Prescribing Exercise	3 credits
EXS 426L	Theory of Prescribing Exercise Lab	1 credit
EXS 494	Clinical Instruction in Athletic Training 3	2 credits
EXS 495	Clinical Instruction in Athletic Training 4	2 credits
HLT 270	First Aid and Safety	3 credits

Total Athletic Training	49 credits
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^Δ Writing-Intensive course

Bachelor of Science in Corporate Fitness and Wellness

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Corporate Fitness/Wellness Core	39 credits
Minor (See Undergraduate Minors)	18-25 credits
Free Electives*	26-33 credits
<hr/>	
Total Bachelor of Science in Corporate Fitness and Wellness	128 credits

* Only applies to campus students.

Corporate Fitness and Wellness Core

BIO 201	Human Anatomy and Physiology I	3 credits
BIO 201L	Human Anatomy and Physiology I Lab	1 credit
BIO 202	Human Anatomy and Physiology II	3 credits
BIO 202L	Human Anatomy and Physiology II Lab	1 credit
EXS 335 ^Δ	Kinesiology	3 credits
EXS 340	Physiology of Exercise	3 credits
EXS 383	Measurement in Physical Education	3 credits
EXS 497	Internship in Exercise Science	3 credits
EXS —	Upper Division Electives	9 credits
HLT 270	First Aid and Safety	3 credits
PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
PED 292	Teaching of Individual Activities II	2 credits
PED —	Professional Activities (Select 3 from PED 252, 262, 282, 292)	2 credits
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Total Corporate Fitness and Wellness		39 credits

^Δ Writing-Intensive course

Bachelor of Science in Physical Education

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Physical Education Core	38 credits
Secondary Education Certification	27 credits
Free Electives*	0-1 credits
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Total Bachelor of Science in Physical Education	128 credits

* Only applies to campus students.

Physical Education Core

EXS 335 ^Δ	Kinesiology	3 credits
EXS 340	Physiology of Exercise	3 credits

EXS 383	Measurement in Physical Education	3 credits
HLT 253	Anatomy and Physiology	3 credits
HLT 270	First Aid and Safety	3 credits
PED 240	Introduction to Physical Education	3 credits
PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
PED 363	Physical Education for the Exceptional Child	3 credits
PED 403	Physical Education for the Elementary Grades	3 credits
PED 413	Physical Education for the Secondary School	3 credits
PED —	Professional Activities (Select 4 from PED 252, 262, 282, 292)	8 credits
PED —	Upper Division Electives	3 credits
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Total Physical Education Major		38 credits

^Δ Writing-Intensive course

Bachelor of Science in Physical Education for Educators

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Physical Education Core	38 credits
Secondary Education Certification	27 credits
Free Electives*	0-1 credits
<hr/>	
Total Bachelor of Science in Physical Education	128 credits

* Only applies to campus students.

Physical Education Core

EXS 335 ^Δ	Kinesiology	3 credits
EXS 340	Physiology of Exercise	3 credits
EXS 383	Measurement in Physical Education	3 credits
HLT 253	Anatomy and Physiology	3 credits
HLT 270	First Aid and Safety	3 credits
PED 240	Introduction to Physical Education	3 credits
PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
PED 363	Physical Education for the Exceptional Child	3 credits
PED 403	Physical Education for the Elementary Grades	3 credits
PED 413	Physical Education for the Secondary School	3 credits
PED —	Professional Activities (Select 4 from PED 252, 262, 282, 292)	8 credits

PED —	Upper Division Electives	3 credits
Total Physical Education Major		38 credits

△ Writing-Intensive course

∞ In order to graduate with a K-12 Endorsement, 16 credits of student teaching (EED 480 - grades K-6, and SED 480 - grades 7-12) must be completed.

∞ In order to graduate with a K-12 Endorsement, 16 credits of student teaching (EED 480 - grades K-6, and SED 480 - grades 7-12) must be completed.

Bachelor of Science in Recreation

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Recreation Core	40 credits
Minor (See Undergraduate Minors)	24-25 credits
Free Electives*	25-26 credits

Total Bachelor of Science in Recreation 128 credits

* Only applies to campus students.

Recreation Core

HLT 270	First Aid and Safety	3 credits
PED 246 [△]	Instructional Strategies in Physical Education	3 credits
PED —	Professional Activities (Select 2 from PED 252, 262, 282, 292)	4 credits
REC 203	Introduction to Recreation	3 credits
REC 213	Recreational Leadership	3 credits
REC 215	Recreational Programming	3 credits
REC 313	Outdoor Recreation	3 credits
REC 423	Recreation Administration	3 credits
REC 424	Recreation Facility Management	3 credits
REC 425 [△]	Recreation for Special Populations	3 credits
REC 497	Internship in Recreation	9 credits
Select two of the following:		
BUS 307	Business Communication	3 credits
MGT 301	Principles of Management	3 credits
MKT 301	Principles of Marketing	3 credits

Total Recreation 40 credits

△ Writing-Intensive course

Department of Social Sciences

Department Description

The Department of Social Sciences is a diverse department serving two principal functions: the provision of a liberal arts education and a solid foundation in the majors offered by the department.

Justice Studies is an interdisciplinary field that embraces those aspects of the social sciences and the

humanities that are relevant to an understanding of law, justice, social control, and political change. Courses aid students in developing their own values and seeing how they apply to the field of justice studies.

Political Science is the study of politics and government through an integrated approach that recognizes global and normative perspectives as well as the local and empirical. Leaders of the new millennium should learn what is, and ponder what should be, regarding topics such as the relationship between the individual citizen and the collective body politic. The Political Science major is designed for students with interest and career goals that are more empirically rather than philosophically driven. Those seeking graduate study in Political Science might prefer this course of study to the Political Science major with a Political Thought emphasis. Each student should discuss their options with an advisor. The Political Science major with a Political Thought emphasis is designed for students with interest and career goals that are more philosophically rather than empirically driven. Pre-Law students might prefer this course of study to the Political Science major. Each student should discuss his/her options with an advisor.

The Critical Thinking and Expression minor helps students develop skills necessary for success in law school and a career in the law, or any endeavor requiring these talents; basic objectives include the development of comprehensive, articulate communication, a critical understanding of human institutions, and analytical skills.

Psychology offers a broad array of courses that increase our understanding of human actions in the past and present. Individualized instruction is encouraged through practicum and internships, research and writing experience, and small group interactions.

Sociology seeks to encourage students to think deeply and seriously, using both the Christian and scientific perspectives, about the consequences of social structures upon human social behavior in its many diverse contexts.

Bachelor of Arts in Political Science

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Political Science Core	36 credits
Minor (See Undergraduate Minors)	18-24 credits
Free Electives*	30-36 credits

Total Bachelor of Arts in Political Science 128 credits

* Only applies to campus students.

Political Science Major

POS 100	Introduction to Political Science	3 credits
POS 252	Federal Government	2 credits

POS 262	Arizona Government	1 credit
POS 323	International Relations	3 credits
POS 344	Political Thought	3 credits
POS 380	Comparative Governments	3 credits
POS 416	American Diplomatic History	3 credits
POS 296	Social Research	3 credits
POS 363	Introduction to Probability and Statistics	3 credits
POS 370	Politics, Religion and Ethics (capstone)	3 credits
POS 497	Internship	3 credits
POS 498	Electives	6 credits
Total Political Science Core		36 credits

Bachelor of Arts in Political Science with an Emphasis in Political Thought

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Political Science Core	40 credits
Minor (See Undergraduate Minors)	18-24 credits
Free Electives*	26-32 credits

Total Bachelor of Arts in Political Science with an Emphasis in Political Thought 128 credits

* Only applies to campus students.

Political Science, Political Thought Emphasis Major

POS 100	Introduction to Political Science	3 credits
PHI 101	Introduction to Philosophy	3 credits
PHI 225	Introduction to Ethics	3 credits
POS 252	Federal Government	2 credits
POS 262	Arizona Government	1 credit
POS 323	International Relations	3 credits
POS 344	Political Thought	3 credits
POS 380	Comparative Governments	3 credits
POS 416	American Diplomatic History	3 credits
POS 370	Politics, Religion, and Ethics (capstone)	3 credits
POS 497	Internship	3 credits
POS 498	Electives	6 credits

Total Political Science, Political Thought Emphasis 36 credits

It is recommended that students take elective courses in the following areas: economics, history, geography, philosophy, and English literature. Those intending on going to law school should consider the Critical Thinking & Expression minor and meet with the Pre-Law advisor at the earliest opportunity.

Bachelor of Science in Justice Studies

Degree Requirements (Minor Required)

The Grand Experience	38 credits
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Justice Studies Core	45 credits
Minor (See Undergraduate Minors)	18-24 credits
Free Electives*	21-27 credits

Total Bachelor of Science in Justice Studies 128 credits

* Only applies to campus students.

Justice Studies Major

JUS 100	Introduction to Justice Studies	3 credits
JUS 101	Issues in Justice Studies	3 credits
JUS 303	Criminal Justice Theory	3 credits
JUS 306	The Police Function	3 credits
JUS 308 ^Δ	Adjudication Function	3 credits
JUS 310	Correctional Function	3 credits
JUS 461	Substantive Law	3 credits
JUS 462	Procedural Law	3 credits
JUS 296	Social Research	3 credits
JUS 363	Intro to Probability and Statistics	3 credits
JUS 490 ^Δ	Senior Seminar	3 credits
JUS 497	Internship in Justice Studies	3 credits
JUS 498	Electives	6 credits
SOC 350	Social Psychology	3 credits
OR		
SOC 341	Social Problems	3 credits
OR		
SOC 423	American Minority Peoples	3 credits

Total Justice Studies Core 45 credits

^Δ Writing-Intensive course

Bachelor of Science in Public Safety Administration

Grand Canyon University's Bachelor of Science in Public Safety Administration program is a degree-completion program that provides courses for adult students engaged in public-safety employment who desire to obtain their undergraduate degree with the goals of learning new information, advancing their careers, and increasing their earning power. The mission of the curriculum is to provide a theoretical and applied approach to the professional education of students, while ensuring relevance to the homeland security and protection industry. The program highlights the application of research methodology; the utilization of communication skills at the personal, professional, and public level; and the development of professional skills and knowledge in the field of public safety.

Additional Admissions Requirements for the Bachelor of Science in Public Safety

In addition to the general Undergraduate Admission Requirements listed in the Admission Policy and Procedures section, applicants must enter the program with a minimum of 60 transferable credit hours of undergraduate coursework. (See the

[Evaluation of Transfer Credit](#) and [Residency Requirements](#) sections of the Academic Catalog for more detailed information about the allowable limits and composition of transfer credits.)

Students who have completed an Associate of Arts or an Associate of Science degree are exempted from the specific requirements of the Grand Experience, with the exception of the Christian Studies requirements. (See information on the [Direct Transfer Plan](#) in the Admission Policies and Application Procedures section of the Academic Catalog.)

Degree Requirements

The Grand Experience (much of which may be fulfilled by individual transfer credits or the Direct Transfer Plan)	38 credits
Public Safety Administration Core	45 credits
Electives (much of which may be fulfilled by individual transfer credits or the Direct Transfer Plan)	45 credits

Total Bachelor of Science in Public Safety Administration 128 credits

* Only applies to campus students.

Public Safety Administration Major

PSA 329 Public Safety Seminar	3 credits
PSA 330 Group Dynamics	3 credits
PSA 350 Managerial Communication	3 credits
PSA 337 Psychology of Professional Development	3 credits
PSA 351 ^Δ Public Safety and the Community	3 credits
PSA 332 Political and Legal Systems	3 credits
PSA 433 ^Δ Research Methodology	3 credits
PSA 435 Strategic Planning	3 credits
PSA 438 Human Resource Management	3 credits
PSA 439 Leadership in Public Safety	3 credits
PSA 440 Ethics in Public Safety	3 credits
PSA 360 ^Δ Information Technology and Systems	3 credits
PSA 460 Project Management	3 credits
PSA 490 Organizational Development & Change	3 credits
PSA 495 Public Safety Capstone	3 credits

Total Bachelor of Science in Public Safety Administration Core 45 credits

Δ Writing-Intensive course

Bachelor of Science in Psychology

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Psychology Core	45 credits
Minor (See Undergraduate Minors)	18-24 credits
Free Electives*	21-27 credits

Total Bachelor of Science in Psychology 128 credits

* Only applies to campus students.

Psychology Major

PSY 350 ^Δ Social Psychology	3 credits
PSY 315 Personality Psychology	3 credits
PSY 324 Learning and Cognition	3 credits
PSY 253 Personality Development	3 credits
PSY 353 Child Psychology	3 credits
PSY 363 Introduction to Probability and Statistics	3 credits
PSY 373 Adolescent Psychology	3 credits
PSY 430 Industrial and Organizational Psychology	3 credits
AMP 330 Group Dynamics	3 credits
PSY 466 Abnormal Psychology	3 credits
PSY 443 Fundamentals of Counseling and Guidance	3 credits
PSY 414 ^Δ History and Systems of Psychology	3 credits
PSY 450 Experimental Psychology	3 credits
SOC 383* Drug Abuse and Behavior	3 credits
PSY 401* Psychology of Death and Dying	3 credits

Total Psychology Core 45 credits

Δ Writing-Intensive course

* Campus students may choose an alternative elective.

Bachelor of Science in Sociology

Degree Requirements (Minor Required)

The Grand Experience	38 credits
Sociology Core	39 credits
Minor (See Undergraduate Minors)	18-24 credits
Free Electives*	27-33 credits

Total Bachelor of Science in Sociology 128 credits

* Only applies to campus students.

Sociology Major

SOC 101 Understanding Society	3 credits
SOC 296 Social Research	3 credits
SOC 483 ^Δ History of Social Thought	3 credits
SOC 341 Social Problems	3 credits
SOC 350 Social Psychology	3 credits
SOC 423 American Minority Peoples	3 credits
SOC 498 Social Inequality and Stratification	3 credits
SOC 497 Internship in Sociology	3 credits
SOC 363 Intro. to Probability and Statistics	3 credits
SOC 490 ^Δ Senior Seminar	3 credits
SOC 498 Electives (Maximum of 6 credits in other Social Sciences area)	9 credits

Total Sociology Core 39 credits

Δ Writing-Intensive course

Undergraduate Minors

Athletic Coaching Minor Requirements

EXS 314	Care and Prevention of Athletic Injuries	3 credits
PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
PED —	Professional Activities (Select 2 from PED 252, 262, 282, 292)	4 credits
PED —	Athletic Coaching (Select 2 from PED 323, 333, 334, or equivalent)	9 credits
PED 433	Theory of Coaching	3 credits
PED 497	Internship in Athletic Coaching	2 credits

Total Athletic Coaching Minor 24 credits

^Δ Writing-Intensive course

Behavioral Sciences Minor Requirements

SOC 101	Understanding Society	3 credits
SOC 483 ^Δ	History of Social Thought	3 credits
OR		
SOC 313	Cultural Anthropology	3 credits
PHI 101	Introduction to Philosophy	3 credits
PSY 101	General Psychology	3 credits
PSY —	Upper division Psychology Electives	6 credits
OR		
SOC —	Upper division Sociology electives	6 credits

Total Behavioral Science Minor 18 credits

^Δ Writing-Intensive course

Business Minor Requirements

ACC 211	Financial Accounting	3 credits
ACC 212	Managerial Accounting	3 credits
ECN 201	Macroeconomic Principles	3 credits
OR		
ECN 202	Microeconomics Principles	3 credits
FIN 301	Fundamentals of Business Finance	3 credits
MGT 301	Principles of Management	3 credits
MKT 301	Principles of Marketing	3 credits
Total Credits for Business Minor		18 credits

Critical Thinking and Expression Minor Requirements

ENG 211	Persuasive Writing	3 credits
ENG 301 ^Δ	Advanced Composition	3 credits
ENG 314	Advanced Grammar	3 credits
PHI 215	Introduction to Logic	3 credits
PHI 222	Foundations in Analytical Thinking	3 credits

PHI 322	Case Studies	3 credits
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Choose one of the following courses

POS 370	Politics, Religion and Ethics	3 credits
POS 417	Constitutional History	3 credits

PHI 475	Christianity & the Legal Profession	3 credits
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Choose one of the following courses

PHI 329	Biomedical Ethics	3 credits
PHI 303	Philosophy of Education	3 credits
SOC 296	Social Research	3 credits
JUS 296	Social Research	3 credits

PSY 363	Introduction to Probability & Statistics	3 credits
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SOC 363	Introduction to Probability & Statistics	3 credits
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MAT 300	Introduction to Mathematical Thought	3 credits
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BUS 318	Ethical Issues in Business and Society	3 credits
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HTH 303	History of Christianity in America	3 credits
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BIO 320	Fundamentals of Ecology	3 credits
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BIO 360	Basic Physiology	3 credits
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Total Critical Thinking and Expression Minor 24 credits

^Δ Writing-Intensive course

Exercise Science Minor Requirements

EXS 314	Care and Prevention of Athletic Injuries	3 credits
EXS 335 ^Δ	Kinesiology	3 credits
EXS 340	Physiology of Exercise	3 credits
EXS 383	Measurement in Physical Education	3 credits
EXS 497	Internship in Exercise	3 credits
EXS or HLT	Upper Division Electives	9 credits

Total Exercise Science Minor 24 credits

^Δ Writing-Intensive course

Family Studies Minor Requirements

SOC 270	Contemporary American Families	3 credits
FAM 341	Developmental Psychology	3 credits
FAM 430	Psychology of Gender	3 credits
FAM 432	Marriage Enrichment	3 credits
FAM 435	Parenting	3 credits
FAM 440	Personality	3 credits

Total Family Studies Minor 18 credits

Health Education Minor Requirements

HLT 253	Anatomy and Physiology	3 credits
HLT 270	First Aid and Safety	3 credits
HLT 382	Principles of Public Health	3 credits
HLT 383	Drug Abuse Seminar	3 credits
HLT 423	Health Administration	3 credits
HLT 480	Methods of Teaching Health	3 credits
HLT 496	Environmental Health	3 credits
HLT 497	Internship in Health Education	3 credits

Total Health Education Minor 24 credits

History Minor Requirements

HIS 103	Early American History	3 credits
or		
HIS 104	Recent American History	
HIS 107	World History before 1500	3 credits
or		
HIS 108	World History after 1500	
HIS 246	History and Historians	3 credits
One 300/400 Elective from each of the following areas:		
	▪ Europe	3 credits
	▪ United States	3 credits
	▪ Non-Western	3 credits

HIS	One 300/400 Elective	3 credits
or		
HTH	303, 343, of 363	
Total History Minor		21 credits

Justice Studies Minor Requirements

JUS 100	Introduction to the Justice System	3 credits
JUS 101	Issues in Justice Studies	3 credits
JUS 303	Theory of Criminal Justice	3 credits
JUS 306	The Police Function	3 credits
JUS 308 ^Δ	The Adjudication Function	3 credits
JUS 310	The Correctional Function	3 credits
JUS 498	Elective	3 credits

Total Justice Studies Minor 21 credits

^Δ Writing-Intensive course

Physical Education Minor Requirements

EXS 335 ^Δ	Kinesiology	3 credits
EXS 383	Measurement in Physical Education	3 credits
HLT 253	Anatomy and Physiology	3 credits
PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
PED —	Professional Activities (Select 2 from PED 252, 262, 282, 292)	4 credits
PED 363	Physical Education for the Exceptional Child	3 credits

PED 403	Physical Education for the Elementary Grades	3 credits
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OR

PED 413	Physical Education for Secondary School	
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PED or EXS	Upper Division Electives	
3 credits		

Total Physical Education Minor 25 credits

^Δ Writing-Intensive course

Political Science Minor Requirements

POS 100	Introduction to Political Science	3 credits
POS 252	Federal Government	2 credits
POS 262	Arizona Government	1 credit
POS 370 ^Δ	Politics, Religion and Ethics	3 credits
POS 344 ^Δ	Political Thought	3 credits

OR

POS 498	Advanced Topics: Political Parties	3 credits
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POS 323	International Relations	3 credits
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OR

POS 380	Comparative Government	3 credits
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OR

POS 498	Advanced Topics: "Hot Spots"	3 credits
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HIS 416	American Diplomatic History	3 credits
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OR

POS 416	American Diplomatic History	3 credits
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Total Political Science Minor 18 credits

^Δ Writing-Intensive course

Psychology Minor Requirement

PSY 101	General Psychology	3 credits
PSY 253	Personality Development	3 credits
PSY 350 ^Δ	Social Psychology	3 credits
PSY —	Upper division Psychology electives	9 credits

Total Psychology Minor 18 credits

^Δ Writing-Intensive course

Recreation Minor Requirements

PED 246 ^Δ	Instructional Strategies in Physical Education	3 credits
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PED —	Professional Activities	
	Select two of the following:	

PED 252	Teaching of Team Sports I	2 credits
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PED 262	Teaching of Team Sports II	2 credits
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PED 282	Teaching Individual Activities	2 credits
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PED 292	Teaching Individual Sports II	2 credits
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REC 203	Introduction to Recreation	3 credits
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REC 213	Recreational Leadership	3
or		credits
REC 215	Recreational Programming	
REC 313	Outdoor Recreation	3
or		credits
REC 425 ^Δ	Recreation for Special Populations	3
REC 423	Recreation Administration	
or		3
REC 424	Recreation Facility Management	credits
REC 497	Internship in Recreation	5
		credits
Total Recreation Minor		24
		credits

Social Sciences Minor Requirements

ECN 201	Macroeconomic Principles	3 credits
OR		
ECN 202	Microeconomics Principles	3 credits
GEO —	Geography elective	3 credits
POS 252	Federal Government	2 credits
POS 262	Arizona Government	1 credit
PSY 101	General Psychology	3 credits
PSY 353	Child Psychology	3 credits
OR		
PSY 373	Adolescent Psychology	3 credits
SOC 101	Understanding Society	3 credits
Choose one group below:		
HIS 103	Early American History	3 credits
AND		
HIS 104	Recent American History	3 credits
OR		
HIS 107	World History before 1500	3 credits
AND		
HIS 108	World History after 1500	3 credits
Total Social Sciences Minor		24 credits

Sociology Minor Requirements

SOC 101	Understanding Society	3 credits
SOC 483 ^Δ	History of Social Thought	3 credits
SOC 498	Social Inequality and Stratification	3 credits
SOC 423	American Minority Peoples	3 credits
SOC —	Upper division Psychology electives	6 credits
Total Sociology Minor		18 credits
Δ Writing-Intensive course		

Spanish Minor Requirements

SPA 201	Intermediate Spanish I	4 credits
SPA 202	Intermediate Spanish II	4 credits
SPA 311	Spanish Conversation	3 credits
SPA 312	Spanish Composition & Grammar	3 credits
Δ		
SPA 342	Introduction to Literature in Spanish	3 credits

SPA 493	Contemporary Issues	3 credits
Choose one of the following:		
SPA 319	Business and Professional Spanish	3 credits
SPA 362 ^Δ	Advanced Spanish Composition and Grammar	3 credits
SPA 363	Spanish Civilization	3 credits
SPA 373	Hispanic Civilization	3 credits
SPA 383	Civilization of the Spanish Southwest	3 credits
SPA 413	Spanish Literature	3 credits
SPA 423	Hispanic Literature	3 credits
FLA 480	Foreign Language Teaching Methods	3 credits
Total Spanish Minor		23 credits

Master of Science in Executive Fire Service Leadership

Degree Requirements

The Master of Science in Executive Fire Service Leadership Program (MSEFSL) offers an opportunity for graduates of the National Fire Academy's Executive Fire Officer Program (NFA-EEOP) to complete a graduate degree. It also offers an opportunity for fire professionals who have not participated in or completed the NFA-EEOP to complete a graduate degree.

A graduate of EFOP, or a current EFOP student, can transfer American Council on Education (ACE) approved graduate credits, earned through the NFA-EEOP, to Grand Canyon University and take additional credits in the MSEFSL program, to complete a rigorous, pertinent, and fully accredited master's degree in Executive Fire Science Leadership.

The program is offered entirely online and can be completed in as quickly as 18 months, depending on the amount of credit transferred into the program. MSEFSL courses are facilitated by professors who possess first-hand knowledge and experience in the fire service/emergency management fields. These professors are familiar with current fire service issues and bring a wealth of theoretical and applicable information and insight to the online learning environment.

EFL 623	Community and Human Service Delivery	3 credits
EFL 620	Organizational Theory and Behavior	3 credits
EFL 625	Public Sector Ethics	3 credits
EFL 621	Information Systems	3 credits
EFL 622	Public Policy	3 credits
EFL 624	Public Sector Finance	3 credits
EFL 626	Advanced Strategic Planning	3 credits
EFL 630	Applied Fire Service Research	3 credits
EFL 629	Occupational Health and Safety	3 credits

EFL 627	Disaster Preparation and Crisis Management	3 credits
EFL 631	Legal Aspects of Fire Service	3 credits

EFL 628	Environmental Issues and Hazard Management	3 credits
Total Master of Science in Leadership		36 credits

Faculty

Jennifer Scott

Provost & Chief Academic Officer
B.S., Park College; M.A., University of Phoenix;
Ph.D., Capella University

James G. Beggs

Dean, College of Liberal Arts & Sciences
B.A., Baptist College; M.A., Southwest Missouri State
University; Ph.D., Louisiana State University

Melissa Hartman

Dean, Graduate School
B.B.A., Wichita State University; M.S., Wichita State
University; D.B.A., University of Sarasota

Godwin Igein

Dean, Academic Services Department
B.B.A., University of Texas at El Paso; M.B.A., City
University; Ph.D., Union Institute and University

Jennifer Lech

Vice President of Academic Affairs
B.S., Washington State University;

M.B.A., University of Phoenix

Kathleen Nosal Player

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Ken Blanchard College of Business

Donna DeMilia

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B.B.A., M.B.A., Pace University

Kim Donaldson

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Assistant Professor of Economics and Management
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Ryan Lunsford

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R. Kevin McLean

Associate Professor of Marketing
B.A., King's College; M.B.A., St. John's University;
D.P.S., Pace University

Moronke Oke

Assistant Professor of Management
B.S., University of Ilorin; M.B.A., Ph.D., Cardiff
University

David Perkins

Assistant Professor of Business
B.E.T., Southwest Minnesota State University; M.T.,
M.B.A., Arizona State University

Dennis Proffitt

Professor of Finance
B.S., Central Missouri State; M.B.A., Bradley
University; Ph.D., St. Louis University

College of Education

Lisa Aaroe

Associate Dean, College of Education
Chair, Special Education
B.A., University of Iowa; M.Ed. Arizona State University; Ph.D., Arizona State University

Robert L. Campbell

Chair, Science Education and Instructional Technology
B.A., Arizona State University; M.Ed., Arizona State University; Ph.D., Northern Arizona University

Richard Detzel

Chair, Master of Arts in Teaching
B.A., Edinboro State College; M.Ed.; Edinboro State College; Ed.D.; Northern Arizona University

Maureen Gerard

Chair, Elementary Education
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Donna Kay Hansen

Chair, Secondary Education
B.S., St. Mary of the Plains College; M.Ed., Arizona State University; Ph.D., Arizona State University

Sonja Moman

Assistant Professor of Elementary Education

College of Liberal Arts and Sciences

Neal R. Adam

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B.S., Kansas State University; M.S., University of Nebraska-Lincoln; Ph.D., Kansas State University

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Assistant Professor of Exercise Science
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William Larry Barron, III

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Chair, School Administration
B.A., Arizona State University; M.A.O.M., University of Phoenix; Ed.D., Nova Southeastern University

Nicole Teyechea

Chair, Teaching English to Speakers of Other Languages
B.A., Arizona State University; M.A., Arizona State University; Doctoral Candidate, Arizona State University

Walter Thomas

Chair, School Counseling
B.A., Spring Arbor University; M.A., Michigan State University; Ph.D. University of Tulsa

Kevin Thrasher

Chair, Reading
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B.A., Rice University; M.A., Ph.D., University of Texas at Austin

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Instructor of Humanities
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B.S., M.S., Arizona State University

Thomas Holeva

Assistant Professor of Mathematics
B.A., Boston University; M.S., Drexel University

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Laboratory Manager for Physical Sciences
Assistant Professor of Chemistry
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Chair, Math and Science Department
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William Kuehl

Director, Exercise Science
Professor of Health, Exercise Science, and Physical Education
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Charles Maxson

Professor of Sociology
B.A., Westmont College; M.A., Ph.D., University of California at Los Angeles

Mik Milem

B.A., Oral Roberts University; M.A., Methodist Theological School

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B.S., Grand Canyon University

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Dennis Richmond

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Sheila Schumacher

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B.S., Arizona State University

Cindy Seminoff

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Malcolm Sloan

Faculty Associate in Recreation
B.A., University of Miami; M., M.I.M., Thunderbird Graduate School of International Management

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Fletcher Smith

Assistant Professor of History
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Faculty Associate in Chemistry
B. S., Grand Canyon University

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College of Nursing

Mary Kay Flynn

Associate Professor of Nursing
B.S.N., University of Evansville; M.A. in Nursing,
University of Iowa; D.N.Sc., University of San Diego

Elizabeth Gilbert

Associate Dean of Graduate Programs
Associate Professor of Nursing
B.S., Union College; M.S., Lorna Linda University;
Certified Family Nurse Practitioner, Arizona State
University

Geoffrey Godfrey

Assistant Professor
B.S., California State University, Long Beach; M.S.N.,
University of Phoenix

Lisa Jaurique

Assistant Professor
B.S.N., Grand Canyon University; M.S.N., University
of Phoenix

Mary LaValley

Assistant Professor
B.A., Rhode Island College; M.S., Northeastern
University Graduate School of Nursing

Patti Luttrell

Assistant Professor of Nursing
B.S.N., Illinois Wesleyan University; M.S., Arizona
State University

Ebere Onyeador

Instructor
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Dominguez Hills

Marsha Ramstad

Assistant Professor of Maternity Nursing
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Nursing Consortium, North Dakota State University

Cheryl Roat

Associate Dean, College of Nursing
B.S.N., Olivet Nazarene University; M.S.N., University
of Missouri-Columbia

Martha Schmidt

Assistant Professor
B.S.N., Arkansas State University; M.P.A., University
of San Francisco; M.S.N., University of Phoenix

Tracy Schreiner

Director, RN/B Program; Associate Professor of
Nursing; BSN, Grand Canyon University; MBA, Regis
University

Patricia Shannon

Associate Professor
B.S.N., Avila College; M.S.N., Arizona State
University; M.A., University of San Francisco

Sherri Spicer

Clinical Laboratory Director
B.S.N., Arizona State University; M.S.N., Southern
Illinois University at Edwardsville

Beverly Thomas-Carter

Assistant Professor
B.S.N., State University of New York;
M.S.N., University of Phoenix

Amy Warner

Assistant Professor of Nursing
B.S., Goshen College; M.S., University of Washington

Note: Adjunct personnel are assigned to classes when their special abilities or experience would enrich the curriculum.

Course Descriptions

Accounting (ACC)

ACC 211: Financial Accounting 3 credits

An introduction to the fundamental principles and practices of financial accounting and the construction of financial statements.

ACC 212: Managerial Accounting 3 credits

Continuation of ACC 211. An introduction to the use of managerial accounting data in the decision-making process. Prerequisites: ACC 211.

ACC 321: Intermediate Accounting I 3 credits

An in-depth study of accounting objectives, principles, theory, and practice as related to assets and income determination. Prerequisites: ACC 212.

ACC 322: Intermediate Accounting II 3 credits

Continuation of ACC 321. An examination of liabilities and owners' equity, special problems in income determination, and financial reporting. Prerequisites: ACC 321.

ACC 331: Cost Accounting 3 credits

A study of principles of internal accounting, including job order systems, activity-based costing, and budgeting. Prerequisites: ACC 212.

ACC 332: Advanced Cost Accounting 3 credits

Continuation of ACC 331. A study of technical management accounting topics designed for the accounting major. Prerequisites: ACC 331.

ACC 383: Advanced Accounting 3 credits

A study of accounting theory as it applies to partnerships and business combinations, international accounting, and governmental accounting. Prerequisites: ACC 322.

ACC 401: Financial Statement Analysis 3 credits

A detailed analysis and interpretation of a firm's three principal financial statements. Special focus is placed on the accounting principles used in the statements. Prerequisites: ACC 321 or FIN 301.

ACC 429: Corporate Taxation 3 credits

A study of the theory and practices of accounting for income taxes of corporations, partnerships, estates, and trusts. Prerequisites: ACC 322.

ACC 430: Accounting Information Systems 3 credits

An analysis of current practices and technologies used to design, install, operate, and manage an integrated, automated accounting system.

Application controls, information security requirements, and integration with other business information systems are examined. Prerequisites: SYM 301.

ACC 490: Auditing 3 credits

Auditing is an examination of generally accepted auditing standards, procedures involved in the auditing process, and ethical issues faced by the auditor. Through class discussions, practical applications and case studies, students will learn the responsibilities of the independent public auditor in the expression of opinion within the guidelines set by the AICPA's Code of Professional Ethics. Topics include the nature and types of audits, auditor responsibilities and legal liabilities, audit reports, auditing procedures, ethical issues, contemporary issues in auditing and the Sarbanes-Oxley Act of 2002.

ACC 495: Accounting Theory 3 credits

An exploration of financial accounting theory and its role in current accounting practice. Prerequisites: ACC 322.

ACC 501: Accounting Practices 3 credits

This course is designed for students who have not had accounting in their undergraduate work or for those who desire a refresher in accounting. Topics covered include the accounting cycle, the presentation and valuation of accounts shown on the Balance Sheet and Income Statement, the Statement of Cash Flows, cost behavior, and budgeting.

ACC 605: Managerial Accounting 3 credits

Students study the accounting concepts used within an organization for management decision-making. Topics include cost behavior, cost systems, profit planning, cost control, cost-volume-profit analysis, and performance evaluation. Prerequisite: ACC 501.

ACC 612: Internal Auditing 3 credits

Students study the principles involved in internal auditing. Topics include internal controls, the responsibilities and authority of the internal audit function, the types of audits conducted by internal auditors, and accounting ethics. Forensic accounting and Sarbanes-Oxley will also be covered.

ACC 619: Accounting Theory 3 credits

Through self-directed and collaborative learning, the student will critically examine the central issues which arise in the application of financial and managerial accounting concepts to situations encountered in business. Topics include the accounting standard-setting process and the selection of accounting methodologies in the absence of clear standards. Prerequisite: ACC 605.

ACC 620: Financial Statement Analysis 3 credits

This course discusses analysis and interpretation of corporate financial reports. Topics include the form, content, and general accounting principles governing the construction of financial statement; valuation, classification, and income determination problems; the methods of analyzing and interpreting financial data; and the utility and limitations of financial accounting data. Prerequisites: ACC 501 and FIN501.

ACC 634: Balancing Conflicting Financial Interests 3 credits

Balancing Conflicting Financial Interests explores the challenges faced by managers, investors, and corporate boards and the tremendous pressures they are under to report sales growth and strong financial results. Topics include revenue measurement and recognition, provisions for uncertain future costs, asset valuation, and related party transactions. The SOX Act is examined relative to compliance and internal control structures. The course also examines financial and corporate issues that require a balancing of conflicting interests such as outsourcing and downsizing.

Aerospace Studies (AES)

AES 101: Air Force Today I 2 credits

Every Fall. Introduction to U.S. Air Force and AFROTC. Topics include: the Air Force mission and organization, customs and courtesies, officer opportunities, officership, and professionalism.

AES 102: Leadership Lab 0 credits

Every Fall. Emphasis on common Air Force customs and courtesies, drill and ceremonies, health and physical fitness through group participation. Co-requisite: AES 101.

AES 103: Air Force Today II 2 credits

Every Spring. Continuation of AES 101. Topics include: the Air Force mission and organization, customs and courtesies, officer opportunities, officership, and professionalism. Prerequisite: AES 101 or department approval.

AES 104: Leadership Lab 0 credits

Every Spring. Continuation of AES 102 with more in-depth emphasis on learning the environment of an Air Force officer. Co-requisite: AES 103.

AES 201: The Evolution of USAF Air and Space Power I 2 credits

Every Fall. Further preparation of the AFROTC candidate. Topics include: Air Force heritage and leaders, communication skills, ethics, leadership, quality Air Force, and values. Prerequisite: AES 103 or department approval.

AES 202: Leadership Lab 0 credits

Every Fall. Application of advanced drill and ceremonies; issuing commands; knowing flag etiquette; and developing, directing, and evaluating skills to lead others. Co-requisite: AES 201.

AES 203: The Evolution of USAF Air and Space Power II 2 credits

Every Spring. Continuation of AES 201. Topics include: the Air Force mission and organization, customs and courtesies, officer opportunities, officership, and professionalism. Prerequisite: AES 201 or department approval.

AES 204: Leadership Lab 0 credits

Every Spring. Continuation of AES 202 with an emphasis on preparation for field training. Co-requisite: AES 203.

AES 204: Leadership Lab 0 credits

Every Spring. Continuation of AES 202 with an emphasis on preparation for field training. Co-requisite: AES 203.

AES 301: Air Force Leadership Studies I 3 credits

Every Fall. Study of communication skills, leadership and quality management fundamentals, leadership ethics, and professional knowledge required of an Air Force officer. Prerequisite: AES 203 or department approval.

AES 302: Leadership Lab 0 credits

Every Fall. Advanced leadership experiences applying leadership and management principles to motivate and enhance the performance of other cadets. Co-requisite: AES 301.

AES 303: Air Force Leadership Studies II 3 credits

Every Spring. Continuation of AES 301. Topics include: communication skills, ethics, leadership, professional knowledge, and quality management required of an Air Force officer. Prerequisite: AES 203 or department approval.

AES 304: Leadership Lab 0 credits

Every Spring. Continuation of AES 302 with emphasis on planning the military activities of the cadet corps and applying advanced leadership methods. Co-requisite: AES 303.

AES 401: National Security Affairs 3 credits

Every Fall. Examines advanced ethics, Air Force doctrine, national security process, and regional studies. Special topics include: civilian control of the military, military justice, and officership. Prerequisite: AES 303 or department approval.

AES 402: Leadership Lab 0 credits

Every Fall. Advanced leadership experience demonstrating learned skills in planning and

controlling the military activities of the corps. Co-requisite: AES 401.

AES 403: Regional Security Issues 3 credits

Every Spring. Continuation of AES 401. Topics include: civilian control of the military, doctrine, ethics, military justice, the national security process, and officership. Prerequisite: AES 401 or department approval.

AES 404: Leadership Lab 0 credits

Every Spring. Continuation of AES 402 with an emphasis on preparation for transition from civilian to military life. Co-requisite: AES 403.

Applied Management (AMP)

AMP 330: Group Dynamics 3 credits

This course examines how group behavior affects organizational effectiveness, decision-making, conflict resolution, and strategies for efficient group and task management.

AMP 335^A: Career and Life Assessment 3 credits

This course focuses on the preparation of students' personal portfolios and professional life-learning experiences. This course is a writing-intensive course and is not offered online. It is an on-campus only course.

AMP 340: Management Principles 3 credits

This course focuses on real-world management situations concerned with planning, organizing, leading, and controlling. General management and basic management processes will be examined.

AMP 350: Managerial Communication 3 credits

Students will demonstrate the fundamentals and application of writing and presentation used in formal settings in the professional environment.

AMP 360: Informational Technology and Systems 3 credits

This course provides an overview of management issues and technologies that a business professional needs to understand to effectively deal with the rapidly changing world of information systems. Although many technologies are covered, it is not intended to be a technology class. The major focus is on the organizational, management, and technology dimensions of information systems.

AMP 370: Systems Concepts 3 credits

The focus of this course will be on analysis of organizations using the systems model and application of the systems model for solving organizational problems.

AMP 410^A: Ethical Decision-Making 3 credits

This seminar style course on business ethics will focus on applying a principle-centered approach to business and personal issues. This course leads to an exploration of the philosophy of life, ethical theories, and values as a base of ethics and accountability in business and a responsible lifestyle.

AMP 420: Marketing Environment 3 credits

This course will emphasize the marketing concept, consumer behavior, the need for market research, and the elements of the marketing mix (product, price, place, and promotion).

AMP 430: Human Resources 3 credits

Values and perceptions of groups affecting recruiting, training, evaluation, and current legal issues in human resources will be studied. Students will focus on the manager as a coach in the organization.

AMP 440: Financial Decision-Making 3 credits

This course will study the components of the primary financial statements and the use of these statements to analyze the performance of a business entity. The course includes selected managerial accounting topics that assist in internal decision-making.

AMP 450: Leadership and Vocation 3 credits

This course emphasizes major behavior patterns that effective leaders use to influence followers, including Ken Blanchard's leadership model. Topics include what effective leaders really do and how leaders can diagnose and modify situations to make their leadership a more positive and productive endeavor.

AMP 460: Project Management 3 credits

This course addresses basic concepts in project management, emphasizing a balance between the technical aspects of project work. Topics include the emerging importance of project management, tools and techniques to plan and schedule projects, the manager's role in coordinating projects, and how managers need to be aware of culture influences.

AMP 470: Global Management 3 credits

This course emphasizes practical skills needed for effective management of people and processes in a 21st century global business context. It places the student in the role of a manager of any nationality, encouraging the student to take a truly global perspective in dealing with dynamics of international management.

AMP 480: Small Business Entrepreneurship 3 credits

This course explores basic concepts for successful operations of small business, including starting and managing a successful new business venture.

AMP 490: Organizational Development and Change **3 credits**

This course emphasizes an overview of approaches to organizational development with emphasis on the practical aspects of changing organizations to improve effectiveness.

AMP 495: Capstone–Action Research Project **3 credits**

This course provides a structured way for managers to take an overview and general management perspective. Emphasis will be placed on a capstone project that synthesizes major elements of the Applied Management program.

Art Education (ARE)

ARE 423: Art in the Secondary School **3 credits**

Exploration of materials, theory, and organization for presenting art activities and development in the arts for students at the secondary school level.

Prerequisites: Admission to the College of Education and junior status.

Art History (ARH)

ARH 100: Art Appreciation **3 credits**

Designed specifically for non-art majors and minors with emphasis on the meaning of art as it relates to the personal interests of each individual. The understanding of art will be pursued by examining its history and by personal observation through field trips, slides, and videos.

ARH 234: Art History II **3 credits**

A survey of Occidental Art during the Renaissance, Mannerist, Baroque, Rococo, Neo-Classic, Romantic and Modern epochs.

ARH 439Δ: Contemporary Art History **3 credits**

A survey of recent and current trends in art with special consideration of post-modernism and new concepts with media and modes of presentation. A Writing-Intensive course.

Art Studio (ART)

ART 201: Photography I **3 credits**

An introduction to black-and-white photography, including exploration of basic techniques in camera operation, film and print processing, composition, and presentation. Lecture and darkroom laboratory sessions.

ART 301: Photography II **3 credits**

A course designed to expand the student's knowledge and use of materials and techniques available as

tools for creative expression in black-and-white photography. Prerequisite: ART 201.

ART 351: Photography III **3 credits**

By arrangement. Advanced studio problems and techniques in photography. Course may be repeated for up to six credits of credit. Prerequisites: Instructor's approval, ART 201, and ART 301.

Bible (BIB)

BIB 103: Survey of the Bible **3 credits**

An introduction to the study of the Bible, providing essential background information of God's redemptive work throughout history. This course, in combination with UNV 304, UNV 305, or UNV 306, will meet the Grand Experience requirements of the University but does not serve as a required prerequisite for certain upper division courses.

BIB 113: Old Testament History **3 credits**

An introductory and historical survey of the Old Testament. Attention is given to the study of the Bible itself, its institutions, literature, and history of the national life of the Hebrew people from earliest times to close of the Old Testament period.

BIB 123: New Testament History **3 credits**

A general historical survey of the New Testament, beginning with the inter-biblical period, with the main emphasis given to the Gospels and Acts.

BIB 313: Biblical Interpretation **3 credits**

This course helps equip students more interested in more serious Biblical Studies to understand and use basic principles of Biblical interpretation. An introduction to the nature of Bible interpretation is given. The majority of the course will focus on developing skills in exegesis of Scripture, using a nine-step approach. Prerequisites: BIB 113 and BIB 123.

BIB 410: Interpreting the Bible for Youth **3 credits**

Future youth leaders in interpreting and communicating the Bible to a youth audience to develop the necessary skills in exegesis, scripture outline, and content analysis throughout the course. The majority of the course will focus on developing the skills necessary to assist others to relate the Bible to modern situations facing youth and their families. Successful completion of the course will entail interpreting assigned Scripture and relating it to current situations.

BIB 423: General Epistles and the Revelation **3 credits**

A study of the historical background, authorship, and exegetical analysis of the General Epistles (Hebrew; James; I and II Peter; I, II, and III John; and Jude) and The Revelation. Prerequisites: BIB 113, and BIB 123.

BIB 432: Old Testament Prophets 3 credits

A study of the writings of the prophets of the Old Testament, with special attention given to the Messianic element, the occasion of writing, authorship, content, and interpretation.
Prerequisites: BIB 113 and BIB 123.

BIB 433: The Gospels 3 credits

A study of the life of Jesus, with special attention given to his person, teachings, and work.
Prerequisites: BIB 113 and BIB 123.

BIB 442: The Pentateuch 3 credits

A study of the first five books of the Bible with special emphasis given to the scriptural record of beginnings and of early Hebrew history, religion, and law.
Prerequisites: BIB 113 and BIB 123.

BIB 443: The Epistles of Paul 3 credits

A study of the life and times of the apostle Paul, with emphasis on an interpretation of his epistles and their historical setting. Prerequisites: BIB 113 and BIB 123.

Biology (BIO)

BIO 100: Biology Concepts 3 credits

A complete overview of the science of biology from a human perspective. Topics include cells, energetics, ecology, inheritance, evolution, embryology, anatomy, and physiology. This course does not apply toward Biology majors. Co-requisite: BIO 100L

BIO 100L: Biology Concepts Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 100 lecture. Co-requisite: BIO 100.

BIO 181: General Biology (Majors) I 3 credits

A study of biological concepts emphasizing the interplay of structure and function, particularly at the molecular, cellular, and organismal levels of organization. Co-requisite: BIO 181L

BIO 181L: General Biology I Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 181 lecture. Co-requisite: BIO 181.

BIO 182: General Biology (Majors) II 3 credits

A study of the characteristics of the major groups of plant and animal life, and the ecological interaction of organisms with each other and their environment.
Prerequisite: BIO 181. Co-requisite: BIO 182L

BIO 182L: General Biology II Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 182 lecture. Co-requisite: BIO 182.

BIO 184: Plant Biology 3 credits

A study of the principles and processes in plant biology with emphasis on vascular plants. Includes a

survey of the plant kingdom, plant ecology, and economic botany. Co-requisite: BIO 184L

BIO 184L: Plant Biology Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 184 lecture. Co-requisite: BIO 184.

BIO 201: Human Anatomy and Physiology I 3 credits

A study of the structure and function of cells and the following human systems: skeletal, muscular, and nervous. No credit for Biology (general) or Environmental Biology majors. Co-requisite: BIO 201L

BIO 201L: Human Anatomy and Physiology I: Laboratory 1 credit

A study of the gross anatomy and functions of the skeletal, muscular, and nervous systems. Laboratory involves the integrated use of human cadavers, animal demonstrations, and computer-assisted instruction. No credit for Biology (general) or Environmental Biology majors. Co-requisite: BIO 201

BIO 202: Human Anatomy and Physiology II 3 credits

A study of the structure and function of the following human systems: endocrine, cardiovascular, respiratory, digestive, renal, and reproductive. No credit for Biology (general) or Environmental Biology majors. Prerequisite: BIO 201 or instructor's approval. Co-requisite: BIO 202L

BIO 202L: Human Anatomy and Physiology II: Laboratory 1 credit

A study of the gross anatomy and functions of the endocrine, cardiovascular, respiratory, digestive, renal, and reproductive systems. Laboratory involves the integrated use of human cadavers, animal demonstrations, and computer-assisted instruction.. No credit for Biology (general) or Environmental Biology majors. Co-requisite: BIO 202

BIO 205: Microbiology 3 credits

An introduction to the principles and applications of microbiology, with a study of the general characteristics of microorganisms and their relationship to humans. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 205L

BIO 205L: Microbiology Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 205 lecture. Co-requisite: BIO 205

BIO 301^A: Science Communication I 2 credits

Also PHY 301 and CHM 301. A study of how to gather, analyze, and communicate scientific information. Topics covered include various forms of written communication, publishing research results, and oral presentation techniques. A Writing-Intensive course. Prerequisite: BIO 181 and BIO 182.

BIO 302A: Science Communication II 2 credits

Also PHY 302 and CHM 302. A weekly seminar series of scientists presenting their current research to a mixed audience of students and faculty. A Writing-Intensive course. Prerequisite: BIO 301, and junior or senior status.

BIO 304: Applied Nutrition 3 credits

Applied Nutrition provides a foundation of basic nutrition theory. The focus is on assessment, food components, exercise, nutrition, weight control, community programs, and resources. Application of these aspects are used to promote health and prevent illness.

BIO 305: Introduction to Physical Therapy 2 credits

An introduction to the professional and practical field of physical therapy. A text supplements guest speakers, open discussions, question/answer sessions, and examinations. Students must also either observe a physical therapist in the field or present a case. Prerequisites: BIO 201.

BIO 306: Introduction to Occupational Therapy 2 credits

An introduction that includes observation of occupational therapists at work, experience with patients, writing of journals, discussions, public speaking, and interactions with guest speakers. May be repeated for up to four credits. Prerequisites: BIO 201.

BIO 307: Practice of Medicine by Physician Assistants 2 credits

An informative course on the history of the Physician Assistant (PA) profession from inception to current status. Emphasis is on current practice venues. Interaction with practicing PAs will be accomplished by guest speakers. May be repeated for up to four credits. Prerequisites: BIO 201.

BIO 308: Pathophysiology 3 credits

A study of manifestations of altered human physiology and disease. Systems theory is used to analyze the relationship between disease and physiology. Prerequisites: BIO 201 and BIO 202, or BIO 360.

BIO 309: Introduction to Pharmacy 2 credits

An informative course on the history of the pharmacy profession from inception to current status. Emphasis is on current practice venues, including the clinical knowledge base required for a practicing pharmacist, plus hospital, retail, and managed care opportunities.

BIO 320: Fundamentals of Ecology 3 credits

A study of plants and animals as individuals and in communities in relation to their physical and biological environment. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 320L

BIO 320L: Fundamentals of Ecology 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 320. Co-requisite: BIO 320

BIO 332: Cell Biology 3 credits

A comprehensive study of the composition, structure, energetics, regulation, and growth of eukaryotic cells. Prerequisites: BIO 181 and BIO 182.

BIO 340: Genetics 3 credits

A comprehensive examination of the principles of heredity and variation, including Mendelian genetics, molecular genetics, and population genetics. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 340L

BIO 340L: Genetics Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 340 lecture. Co-requisite: BIO 340

BIO 345: Immunology 3 credits

This course is designed to be a general overview of immunology. Special emphasis is placed upon development of humoral and cellular immunity, complement system, HLA antigens, immune system disorders, hypersensitivity reactions, autoimmunity, transfusion, transplantation, and cancer immunology and immunotherapy. Prerequisites: BIO 181 and BIO 182.

BIO 360: Basic Physiology 3 credits

A study of the functions of cells, organs, and systems of vertebrates, with emphasis on humans. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 360L

BIO 360L: Basic Physiology: Laboratory 1 credit

Laboratory exercises that complement topics of BIO 360 lectures. Co-requisite: BIO 360

BIO 370: Arizona Flora 3 credits

A study of the principles of systematic botany with an emphasis on identification of the vascular flora of Arizona. Prerequisite: BIO 184.

BIO 370L: Arizona Flora Lab 1 credit

A laboratory course designed to complement and support the principles being learned in Biology 370 lecture. Co-requisite: BIO 370

BIO 373: Human Gross Anatomy and Dissection 3 credits

A detailed study of the gross anatomy of the human body through lecture presentation and dissection of human cadavers. Enrollment is competitive and limited to 16 students. This course cannot be taken as an audit. Prerequisites: BIO 181, BIO 182, and instructor's approval; students must apply for this course during the preceding semester. Co-requisite: BIO 373L

BIO 373L: Human Gross Anatomy and Dissection Lab **1 credit**

A laboratory course designed to complement and support the principles being learned in Biology 373 lecture. Co-requisite: BIO 373

BIO 383: Drug Abuse Seminar **3 credits**

Also HLT 383 and SOC 383. An exploration of the problems of drug abuse and approaches toward solutions of those problems. Topics include pharmacology and epidemiology of drug use; psychological, legal, social, and cultural implications; and principles of program planning.

BIO 411: Conservation Biology **3 credits**

A survey of the science of conserving global biodiversity, including philosophies and values, species conservation, habitat protection, and sustainable development. Prerequisite: BIO 320.

BIO 430: Developmental Biology **3 credits**

A comprehensive examination of human development from fertilization through birth including genetic regulation, molecular pattern formation, teratology, and developmental anomalies. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 430L

BIO 430L: Developmental Biology Lab **1 credit**

A laboratory course designed to complement and support the principles being learned in Biology 430 lecture. Co-requisite: BIO 430

BIO 433: Histology **3 credits**

A study of the microscopic structure and function of human tissues. Prerequisites: BIO 181 and BIO 182. Co-requisite: BIO 433L

BIO 433L: Histology Lab **1 credit**

A laboratory course designed to complement and support the principles being learned in Biology 433 lecture. Co-requisite: BIO 433

BIO 444: Endocrinology **3 credits**

Advanced presentation of concepts in endocrinology with emphasis on the role of hormones in reproduction, development, metabolism and disease. Both systemic and molecular aspects of endocrinology are covered in this course. Prerequisites: BIO 201 and BIO 202, or BIO 360.

BIO 445: Evolutionary Biology **3 credits**

An introduction to evolutionary biology including a historical overview and a modern understanding of the processes of biological evolution. Topics include history and philosophy of the theory, natural selection, historical geology, speciation, population genetics, phylogenetic systematics, evolutionary ecology, and the role of development in the evolutionary process. The nature of science is examined, and students are challenged to understand scientific and faith-based perspectives.

Prerequisites: BIO 181, BIO 182; and BIO 340 strongly recommended.

BIO 480: Methods of Teaching Science in the Secondary School **3 credits**

Methods of instruction, organization, and presentation of content in teaching science.

BIO 497: Internship **1–4 credits**

The internship provides an opportunity for students to practice principles learned in their major area of study by working in an outside organization under the supervision of a professional. See Department Chair for specific information. Prerequisite: Instructor's approval.

BIO 498: Research in Biology **3 credits**

A detailed study of one or more biological problems. May be repeated for up to nine credits of credit, three of which may count toward electives in biology. Prerequisites: BIO 181, BIO 182, CHM 113, 113L, CHM 115, 115L, and instructor's approval.

BIO 499: Independent Study **1–4 credits**

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Business (BUS)

BUS 251: Business Statistics **3 credits**

An introduction to the practical application of descriptive and inferential statistics in business. Topics include probability, probability distributions, the central limit theorem, confidence intervals, hypothesis testing, correlation, and regression. Prerequisite: MAT 121.

BUS 307^A: Business Communications **3 credits**

This course provides practice in writing effective business letters, memos, and reports. Emphasis is on effective oral and written communication as it applies to human relations in business and management. A Writing-Intensive course. Prerequisites: ENG 101 and ENG 102.

BUS 310: Business Law I **3 credits**

A study of our business legal system and the nature and sources of law, including the laws of torts, crimes, strict liability, intellectual property, contracts, secured transactions, real property, and bankruptcy.

BUS 315: Business Law II **3 credits**

Continuation of BUS 310. Included in this course is the study of partnerships, corporations, sales,

commercial paper, credit, and government regulations and agencies.

BUS 318: Ethical Issues in Business and Society **3 credits**

A comprehensive course dealing with macro-environmental issues of concern to business. The course encompasses the political, social, economic, legal, ethical, and other environments of business. Emphasis is placed on a stakeholder's approach as opposed to an economic interpretation of the firm and its responsibilities.

BUS 406: International Business **3 credits**

A course in the concepts and practices of business in a multinational context. The course covers objectives, strategies, policies, and organizational structures for operating in various international environments. Current issues in the field are discussed in detail. Prerequisites: FIN 301 and MGT 301.

BUS 411: Business Internship **1-3 credits**

An opportunity for students to practice principles learned in the classroom by working in an organization under the supervision of a practitioner. Prerequisites: Permission of the Director of the Internship Program.

BUS 418: Entrepreneurship **3 credits**

Development of business plans, preparation of financial packages, and evaluation of opportunities, risks, and problems associated with business development. Prerequisites: FIN 301, MGT 301, and MKT 301.

BUS 429: International Business Practicum **3 credits**

A field-based experience. This involves overseas travel to a selected location where tours, speakers, and other business-related activities are scheduled. This is followed by special study and other activities upon return. Prerequisites: Instructor approval.

BUS 480^A: Strategic Management **3 credits**

A capstone course in business providing detailed coverage of strategic management theory and practice. Emphasis is placed on managing as a general manager with cross-functional and enterprise-wide responsibilities. A Writing-Intensive course. Prerequisites: FIN 301, MGT 301, MKT 301, and senior status.

BUS 499: Independent Study **1-4 credits**

This involves research, seminars, or readings on a special topic selected by the student and the faculty advisor as appropriate. This course may be taken for one, two, three, or four credits, depending on the amount of time and work involved, and may be repeated for up to four credits total per subject area unless specified otherwise in requirements for a major.

BUS 601: Quantitative Methods in Business **3 credits**

This course prepares the student to develop and explore quantitative business models for the purpose of improving managerial decision-making. Topics include economic order quantity, probability distribution applications, ANOVA and regression, decision-making under uncertainty, hypothesis testing, linear programming, and queuing theory. Both theory and practical applications are explored. Prerequisites: SYM 501.

BUS 602: Managerial Communications **3 credits**

An examination and practice of communication theories, techniques, strategies, and skills essential for success in business. Topics include communication strategy and analysis, managerial presentations, writing, effective meeting management, cross-cultural communication, and the core areas of the modern corporate communication function.

BUS 604: Organizational Ethics **3 credits**

This course explores the role of ethics in the organization. An emphasis is placed upon discussing how ethics affects policy formation, developing awareness of ethical situations, and forming a personal value system to guide ethical decision-making and professional conduct in business and society.

BUS 605: Legal and Ethical Practices in Information Security **3 credits**

In this course, students evaluate ethical decision making and the best practices employed in security operations planning and management. Students review best practices in the remaining five domains of the CBK within this context.

BUS 606: Business and Security Risk Analysis **3 credits**

This course provides students with an overview of risk management principles. Methods to identify, quantify, and qualify internal and external risks to the organization are examined. Students apply these principles and methods to the current business and risk environment.

BUS 615: Business Law Seminar **3 credits**

This course focuses on practical business law issues that arise frequently. It is directed to a limited number of topics that are often misunderstood by business people. Case studies in each area will be discussed in detail, including analysis of both the legal and factual aspects of more than a single legal issue.

BUS 624: Entrepreneurship **3 credits**

Opportunities, risks, and problems associated with business development and operation are discussed. Topics include both the design of new ventures and the management of business growth and

development. Both domestic and international opportunities are discussed.

BUS 626: International Business 3 credits

This course covers the cultural, social, economic, and political factors important to the management of international business. Also discussed are currency exchange risks, the determination of market potential, assessing host country controls on business, market incentives, and political risk.

BUS 637: Serving Communities 3 credits

Serving Communities brings a unique societal perspective to the decision-making process within organizations. The concept of "enlightened self-interest" is considered within the context of short versus long-term business results. Societal business costs are defined and examined including analysis of both sustainable environmental resources and human quality of life issues. Human and quality of life issues center on social responsibility and community outreach. Case studies will be used to profile and examine organizations considered as exemplar corporate citizens.

BUS 640: Building Efficient Organizations 3 credits

Building Efficient Organizations examines how to streamline and drive inefficiencies out of a firm's internal processes in order to build a super lean, highly efficient organization. It also covers management structures required to support internally integrated processes; examining how to break down silos and build structures that support cross-functional coordination. The course also focuses on external processes by examining ways to achieve greater supply chain integration with suppliers and customers.

BUS 641: Building Innovative Organizations 3 credits

Building Innovative Organizations introduces the challenge of balancing efficiency with the ability to innovate successfully. It examines three steps to achieving successful innovation including what understanding customers really wants and having the right structure, processes, and resources to support innovation.

BUS 697: Internship 1 credit

The internship is the culminating course in an academic program of study. The internship provides students the opportunity to work as independent practitioners within their field and to practice principles learned in their major area of study by working in an outside organization under the supervision of a professional. Internships are strongly recommended for all academically qualified students for any discipline taught in the Ken Blanchard College of Business (KBCOB). The College's desire is to promote an environment where students and organizations benefit from real-world application of

classroom instruction. In order to arrange an internship, students should consult the KBCOB Director of the Internships.

Christian Leadership (CHL)

CHL 330: Old Testament History and Theology 3 credits

This course is a comprehensive survey of the important events in the earliest history of the nation Israel. In addition, the course will introduce the student to the major theological ideas of the nation in their historical context. The course will combine lecture, discussion, papers, and presentations.

CHL 332: New Testament History and Theology 3 credits

This course is a comprehensive survey of the important events in the life of Christ and the early church. In addition, the course will introduce the student to the major theological ideas of Christ and the early Church in their historical context. The course will combine lecture, discussion, papers and presentations.

CHL 430: The Dynamics of Groups 3 credits

The social and communication characteristics of groups that drive organizations are studied with regard to their special leader and member roles and relational culture. Special attention is given to development of members. The cohort nature of the Christian Leadership program becomes a model for dealing with organizations, councils, and committees. Students assess the specific leadership needs for their own context.

CHL 432: Leadership Theory and Praxis 3 credits

Definitions of leadership are explored and various models and styles for leadership are identified. Students assess their own skill sets, learn new ones, and develop strategies for being a more effective leader in various contexts. The influence of values on decision-making is examined. Students compare their own skills with the needs of their context identified in CHL 430.

CHL 434^A: Research Methodology 3 credits

This course helps students identify problems, review related literature, collect data, and measure objectives in their vocational environment. Students develop their analytical skills and apply them through quantitative or qualitative research methods in generating their final research projects. Specific quantitative tools are introduced. Qualitative tools will be emphasized, such as case methods, verbatim reports, incident reports, process notes, and journaling. These will reinforce the importance of theological reflection and mentoring. Mentors help students to identify problems and issues related to their project. An intensive writing course.

CHL 436: Leadership for Ministry 3 credits

Students will become familiar with the administrative skills necessary for more effectively leading a successful organization. Students explore management of systems, resource, and time, as well as learn to network and to understand change and transition.

CHL 438: Spiritual Formation of Leaders 3 credits

This course examines the spiritual and Biblical understanding and preparation necessary for effective Christian Leadership. Attention is given to spiritual formation of self and groups, articulation of vision, exploration of call to vocation and position.

CHL 440: Building Interpersonal Relationships 3 credits

Students assess and examine their own communication styles, personality types, and understanding of relationships. They will practice interpersonal skills necessary for strong building and maintaining of relationships. Students develop an understanding of who they are, the necessity of establishing their own trustworthiness, and the importance of effective communication techniques in fostering relationships.

CHL 442: The Leader as Coach and Mentor 3 credits

Coaching and mentoring are important dimensions of effective leadership. This course will reinforce the personal leadership effectiveness of the students by helping them to improve the personal, interpersonal and leadership effectiveness of those with whom they work. Students will build on the foundations of servant leadership and mutual accountability as they identify potential team-building experiences and persons to begin to mentor.

CHL 444: Ethical Challenges for the Christian Leader 3 credits

Specific ethical issues will be raised which students will examine how their Christian values influence their actions and decisions as they live out their faith in their vocations and positions. After an introduction to Christian ethics, issues are investigated through the use of case studies.

CHL 446: Issues in Counseling 3 credits

This course is an introduction to counseling. Specific personal, social and psychological issues will be discussed. Appropriate use of networks and referral to trained resource professionals will be explored. Limitations and implications of counseling for untrained practitioners are stressed.

CHL 448: Leadership in Global Community 3 credits

Christian values in a global community provide a forum for interdisciplinary examination of ethics, community, and the environment, as well as

possibilities for cross-cultural leadership development. The course will help students develop the framework for practicing global citizenship, as well as allow the students the opportunity for informed dialogue concerning the nature of leadership in other cultures.

CHL 450: Professional Project 3 credits

This capstone course requires students to implement theories and concepts in individual projects related to leadership in their vocational or avocation organizational contexts. A presentation of the project initiated in CHL 434 is submitted in a written document and as a presentation made to the cohort as partial completion of the requirement of the Christian Leadership program.

Chemistry (CHM)

CHM 101: Introduction to General, Organic, and Biochemistry 3 credits

An introduction to the principles of chemistry; designed for students without a strong background in science. Topics covered include a survey of the chemical and physical properties of elements and compounds, chemical reactions, chemical energetics, acids and bases, and chemical bonding. An introduction to organic and biochemistry emphasizes the relationship between molecular structure and function. Co-requisites: CHM 101L and CHM 101R

CHM 101L: Introduction to General, Organic, and Biochemistry: Laboratory 1 credit

A laboratory course designed to complement and support the principles being learned in Chemistry 101 lecture. Co-requisites: CHM 101 and CHM 101R.

CHM 113: General Chemistry I 3 credits

An exploration of the principles and practice of modern chemistry. Topics include the chemical and physical properties of elements and compounds, reaction stoichiometry, energetics, and atomic and molecular structure. Prerequisites: MAT 121 or equivalent. Co-requisites: CHM 113L and CHM 113R

CHM 113L: General Chemistry I: Laboratory 1 credit

A laboratory course designed to complement and support the principles being learned in CHM 113 lecture. Prerequisite: MAT 121 or equivalent. Co-requisites: CHM 113 and CHM 113R

CHM 115: General Chemistry II 3 credits

Continuation of CHM 113. Topics include thermodynamics, kinetics, descriptive chemistry, analytical chemistry, electrochemistry, and nuclear chemistry. Co-requisites: CHM 115L and CHM 115R

CHM 115L: General Chemistry II: Laboratory **1 credit**

A laboratory course designed to complement and support the principles being learned in CHM 115 lecture. Co-requisites: CHM 115 and CHM 115R

CHM 301^A: Science Communication I **2 credits**

Also BIO 301 and PHY 301. Study of how to gather, analyze, and communicate scientific information. Topics covered include various types of written communication, publishing research results, and oral presentation techniques. A Writing-Intensive course. Prerequisites: CHM 113 and CHM 115.

CHM 302^A: Science Communication II **2 credits**

Also BIO 302 and PHY 302. A weekly seminar series of scientists presenting their current research to a mixed audience of students and faculty. A Writing-Intensive course. Prerequisite: CHM 301 and junior or senior status.

CHM 314: Analytical Chemistry **3 credits**

A survey of methods of chemical analysis based on reactions, physical properties, kinetics, and equilibrium using both chemical and instrumental techniques. Prerequisite: CHM 115. Co-requisite: CHM 314L

CHM 314L: Analytical Chemistry: Laboratory **2 credits**

Laboratory emphasis on developing skills and technique, data analysis, and effective communication of experimental results. Both instrumental and wet chemical techniques are explored. Co-requisite: CHM 314

CHM 331: Organic Chemistry I **3 credits**

A systematic study of the chemistry of carbon compounds. Topics include nomenclature, structure, synthesis, reactions, and analysis of aliphatic and aromatic compounds. Prerequisite: CHM 115. Co-requisites: CHM 331L and CHM 331R

CHM 331L: Organic Chemistry I: Laboratory **1 credit**

Laboratory course to develop basic laboratory skills useful for synthesis of compounds, isolation of natural products, and study of reaction mechanisms. Co-requisites: CHM 331 and CHM 331R

CHM 332: Organic Chemistry II **3 credits**

Continuation of CHM 331. Topics include reaction mechanisms, kinetics, approaches to chemical synthesis, and qualitative analysis of organic compounds. Prerequisites: CHM 331. Co-requisites: CHM 332L and CHM 332R

CHM 332L: Organic Chemistry I: Laboratory **1 credit**

Continuation of CHM 331L involving more complicated techniques for synthesis, instrumental analysis, and structure elucidation. Co-requisites: CHM 332 and CHM 332R

CHM 360: Principles of Biochemistry **3 credits**

Practical introduction to lab techniques used in biological preparations, analysis, and functional studies of proteins, carbohydrates, lipids, and nucleic acids. Prerequisites: CHM 331 or CHM 332. Co-requisites: CHM 360L and CHM 360R

CHM 360L: Principles of Biochemistry: Laboratory **1 credit**

Laboratory course designed to augment CHM 360 lecture topics. Practical experience in laboratory technique, data collection, and analysis related to biological molecules. Co-requisites: CHM 360 and CHM 360R

CHM 461: Biochemistry I **3 credits**

Study of the chemical basis for biological functions in living organisms. Topics include structure and function of proteins, carbohydrates, lipids, and nucleic acids. Prerequisite: CHM 332. Co-requisite: CHM 463L (either semester)

CHM 462: Biochemistry II **3 credits**

Continuation of CHM 461. Topics covered include molecular mechanism of genetics, biological energy production, and regulation of cell growth. Prerequisite: CHM 461. Co-requisite: CHM 463L (either semester)

CHM 463L: Biochemistry: Laboratory **1 credit**

Practical introduction to lab techniques used in biological preparations, analysis, and functional studies of proteins, carbohydrates, lipids, and nucleic acids. Co-requisite: either CHM 461 or CHM 462

CHM 480: Methods of Teaching Chemistry in the Secondary School **3 credits**

Methods of instruction, organization, and presentation of content in chemistry to secondary school students. Topics include curriculum, stockroom organization, laboratory safety and liability, visual aid preparation, computer use in the classroom, and research issues in education. May not be applied to chemistry major. Prerequisite: CHM 115

Computer Information Systems (CIS)

CIS 180: Computer Application Modules 1 credit

Basic studies of applications of electronic data processing. Students may select from one-hour modules to meet their objectives. Modules include, but are not limited to

Word Processing

Beginning Spreadsheet

Beginning Database

Desktop Publishing

Intermediate Spreadsheet

Intermediate Word Processing

Introduction to the Internet

Accounting Applications

Presentation Graphics

CIS 610: Security Policies, Standards and Procedures 3 credits

In this course, students examine the role of security policies, standards and procedures in addressing business and technical risks. Using this framework, students develop a security governance report to evaluate compliance across the enterprise.

CIS 620: Design, Development and Evaluation of Security Controls 3 credits

In this course, students transform high-level policies and procedures into quantifiable and measurable controls and mechanisms that enforce data and process integrity, availability and confidentiality.

CIS 630: Incident Response and Management 3 credits

In this course, students identify and analyze the nature of security incidents, the source of potential threats and the methods used in incident management and mitigation. Students also evaluate technical and business issues which affect the actions of the enterprise in responding to a security incident.

Communications (COM)

COM 101: Introduction to Human Communication Theory 3 credits

An overview of human communication theory and its relationship to responsible participation in personal, professional, and public settings. Includes application of course concepts through individual and collaborative learning exercises.

COM 125: Communications and the Media 3 credits

Media history and theory are studied with an emphasis on the implications and impact of mass messages on meaning, culture, and society.

COM 150: History and Criticism of Visual Media 3 credits

The history of visual art and its connection and influence on modern media are studied. Students gain an artistic vocabulary by becoming familiar with many kinds of visual art, by developing their skills in visual analysis, by increasing their understanding of aesthetic theory and applying that understanding in course presentations.

COM 230: Persuasive Theory 3 credits

A study of the theory and practice of communication as it relates to influencing attitude and behavioral change. The course focuses on an historical overview of persuasive theory from its Classical beginnings to analyzing persuasive strategies and their use by contemporary practitioners. Examples for analysis are taken from advertising, public relations, religion, sales, politics, and propaganda.

COM 260: Introduction to Electronic Media Production 3 credits

Introduction to the theory, process, and procedure of electronic media production. Lecture and laboratory. Lab fee required. Prerequisites: COM 125 and COM 150

COM 300: Writing for the Media 3 credits

Students study the content, styles, and formats of media writing. The course emphasizes the differences in writing across diverse media modalities.

COM 310: Principles of Public Relations 3 credits

An overview of theory and practice of public relations, media relations, promotion, research, and campaigns. An application of theory through problem solving and case study. Prerequisite: Junior or senior status or instructor's approval.

COM 314Δ: Intercultural Communication 3 credits

This course creates an awareness of the skills necessary to promote positive communication and relationships across cultural differences. Students will explore verbal and non-verbal communication behaviors. Other cultures are explored through an examination of demographics, family structure, religion, politics, education, social life, art, and literature. A Writing-Intensive course. Prerequisite: Junior or senior status or instructor's approval.

COM 320: Public Relations Writing and Design 3 credits

The study of planning, producing, and evaluating written public relations messages for and from a

variety of media including print, broadcast, and the web. Student writing assignments include news releases, newsletters, public service announcements, coverage memos, position papers, background papers, brochures, and reports and proposals.

COM 330: Visual Media and Storytelling 3 credits

This course focuses on the elements that make up almost all storytelling. Each student is encouraged to discover and develop their unique voice as a writer and storyteller, while understanding the critical importance of working as part of a creative team. This course emphasizes the use of traditional storytelling, classic mythology and how these devices apply to contemporary media.

COM 340: Screenwriting 3 credits

In the Screenwriting course students learn storytelling for the screen through a managed regimen of in-class and out-of-class experiences that emphasizes the essential mix of imagination and craft in writing. They will hone their skills in observation, communication, and visualization, and receive instruction on structure for screenwriting and how to employ written language to articulate dramatic and visual expression.

COM 350: Cinematography and Set Design 3 credits

This course will be an intensive exploration of the craft, technologies, and aesthetic principles of cinematography, lighting, and set design techniques. Lectures and in-class demonstrations will cover video formats, cameras, exposure, lenses and optics, lighting units, lighting placement, lighting control, camera support, and camera movement. Lab fee required.

COM 400: Current Issues in Communication 3 credits

Special topics and current issues of interest to communication and media students are studied.

COM 410: Effective Ministerial Communications 3 credits

The theory and practice of effective ministerial communications including preaching, writing, and teaching techniques that spread the gospel will be the basis of this course. An application of theory through problem solving and case study of current effective ministerial speakers. The student will learn the tools and preparation needed to communicate with a variety of audiences, to employ creative pedagogy that challenges and engages the audience, and to develop a message that is culturally relevant and biblically accurate.

COM 450: Audio Production Workshop 3 credits

This course is designed for all students involved in digital media who want to be able to better

understand the fundamentals of sound. The course will cover the basics of sound, use of microphones and digital recording and include lab projects utilizing the latest audio manipulating software. Students will gain knowledge of the key roles in the audio production environment. Lab fee required.

COM 460: Media Production and Editing 3 credits

This course will follow the general chronology of editing from capture and logging, through editing and effects, to final output of a finished program. The first half of the course will be devoted entirely to a mastery of the editing software. The second half of the course will be devoted to the “why” we cut. Different editing theories will be explored including montage, fast cut, long take, jump cut, etc. Lab fee required.

COM 470: Production Management 3 credits

This course explains how a movie is transformed from a screenplay to the screen. Students will learn how to break down a screenplay, organize a shooting schedule, create a budget, secure locations, find actors, hire crews, and communicate with unions. Students will also learn the art of storyboards by conceptualizing and rendering the drawings that will communicate continuity. Lab fee required.

COM 480: Media Production and Directing 3 credits

The course utilizes techniques of directing, sound editing, lighting, and advanced editing programs. Several practical and written exercises lead to a short digital production. Students will spend time working with actors in front of the camera as well as composing shots to convey a story visually. Lab fee required.

COM 495: Senior Seminar 3 credits

This capstone course examines in depth the concepts of Global Citizenship, Critical Thinking, Effective Communication, and Responsible Leadership, focusing on the ethical and intellectual challenges such concepts evoke for the individual. Students contemplate a values-based view of success, and critically assess the impact their GCU education has had on their future personal and professional lives.

COM 497: Internship 3 credits

An opportunity for students to practice principles learned in their functional area by working in an outside organization under the supervision of a practitioner. Prerequisites: Senior status, admission to Communications program, and instructor’s approval.

Core (COR)

COR 400: Leadership and Vocation 3 credits

This course emphasizes major behavior patterns that effective leaders use to influence followers, including Ken Blanchard’s leadership model. Topics include

what effective leaders really do and how leaders can diagnose and modify situations to make their leadership a more positive and productive endeavor.

Computer Science (CSC)

CSC 105: Introduction to Programming Languages 3 credits

An introduction to higher-level programming languages. Topics include structured programming techniques, algorithm design, problem solving, program coding and program verification.

CSC 205: High Level Programming 3 credits

A continuation of the concepts introduced in CSC 105 to include an in-depth study of a higher-level programming language. Topics include the use of dynamic variables and the pointers required to manipulate them. Prerequisite: CSC 105.

Design Studio (DGN)

DGN 223: Advertising Design 3 credits

An overview of skills needed to develop successful advertising campaigns. Coursework is a combination of lecture and lab work.

DGN 233: Graphic Design I 3 credits

Study of the primary principles of design, type, and imagery, and their application to graphic design problems. Coursework is a combination of lecture and lab work. Students will complete work both by hand and with technology.

DGN 263: Computer Graphics I 3 credits

Study to develop technical and aesthetic proficiency in digital page layout and illustration programs.

DGN 265: Web Design 3 credits

Students develop the ability to plan a web site and develop multiple design solutions for the needs of this media. Students learn the technical and aesthetic skills necessary for basic site creation and maintenance. Emphasis is placed on the student's ability to keep themselves current with the tools as they change over time. Programs used are industry standard within the design field.

DGN 333: Graphic Design II 3 credits

Intensified study of typography and its use as a communications design tool. Continued study of the use of images, color and texture. Study of paper, ink and bindery methods, and the printing processes. Students will design and execute multiple projects using computer based tools.

DGN 433: Graphic Design III 3 credits

A highly aesthetic and technical class where students bring all design skills together, including typography, illustration, photography, graphics and production

planning. Course may be repeated for up to six credits of credit.

Economics (ECN)

ECN 201: Macroeconomic Principles 3 credits

An introduction to basic macro economic concepts including measures of national output, national income accounting, unemployment, inflation, money and banking, and fiscal and monetary policy. Prerequisite: ECN 202 or equivalent.

ECN 202: Microeconomic Principles 3 credits

An introduction to the basic micro economic concepts of supply and demand, consumer choice, elasticity of demand, costs of production, market structures, and the social costs of economic activity. Prerequisite: MAT 120 or equivalent. Micro Economics is a prerequisite for Macro Economics.

ECN 425: International Trade and Finance 3 credits

An overview of the international economy including the motivation for trade, trade patterns, barriers to trade, protectionist policies, exchange rates, foreign exchange markets, and exchange rate interventions. The evolving role and relevancy of such global institutions as the IMF, WTO, and World Bank are also examined. Prerequisites: ECN 201, FIN 301

ECN 607: Managerial Economics 3 credits

This course explores microeconomic principles and techniques of analysis for managerial decision-making. Topics include demand analysis, production planning, and product pricing. Prerequisite: MKT501 or its equivalent.

ECN 638: Growth Strategies 3 credits

Growth Strategies examines the opportunities and challenges inherent in mergers, acquisitions, partnerships, and other types of strategic alliances. There is a focus on financial viability and integration issues involved in merger and acquisition activities. Students will learn to critically analyze costs, risks and potential gains of such growth strategies. Organic growth strategies will be presented along with a framework for determining when and where to pursue organic versus external growth options. Predatory versus collaborative growth strategies will also be examined.

Education Administration (EDA)

EDA 529: Education Administration Foundation and Framework 3 credits

This course orients students to the program, the field, and the Interstate School Leaders Licensure Consortium standards guiding them. It includes an introduction to creating a professional portfolio.

EDA 530: Educational Leadership 3 credits

Upon completion of this course, educational leaders will possess an understanding of the complexity of being a leader, ranging from development of a vision for systemic change to demonstrating practical skills ensuring smooth day-to-day operations. This course meets the Interstate School Leaders Licensure Consortium (ISLLC) Standard #2.

EDA 531: Organizational Theory 3 credits

This course provides a new paradigm for the school leader to apply the fundamental concepts of organizational theories and models to educational enterprises. This course meets the Interstate School Leaders Licensure Consortium (ISLLC) Standard #1.

EDA 532: Legal Issues in Education 3 credits

Upon completion of this course, educational leaders will possess an understanding of the legal principles, along with the origin and development of laws governing American schools. This course addresses the Interstate Leaders Licensure Consortium (ISLLC) Standard #6.

EDA 533: Public School Finance 3 credits

Because of the pervasive nature of school finance, this course responds to a portion of each of the six national standards of the Interstate Leaders Licensure Consortium (ISLLC). Upon completion of this course, the student will possess an understanding of the application of school finance topics related to education at the federal, state, and local levels; basic administrative theories, processes, and techniques; and major challenges in the operation of local schools.

EDA 540: The Principalship 3 credits

Personnel management in educational organizations includes recruitment, selection, orientation, development, compensation, and evaluations. This course will focus on attracting and retaining a quality workforce in education. This course responds to all six of the Interstate School Leaders Licensure Consortium (ISLLC) Standards.

EDA 541: The Assistant Principalship 3 credits

Assistant principals are educational leaders who have major responsibilities that promote the success of students and their activities. Five important areas will be covered during this course: 1) discipline and student safety, 2) student activities, 3) athletics, 4) student scheduling, and 5) Interstate Leaders Licensure Consortium (ISLLC) Standard #3.

EDA 550: Supervision and Instructional Leadership 3 credits

Because of the pervasive nature of supervision and instructional leadership, this course responds to several of the six national standards of the Interstate School Leaders Licensure Consortium (ISLLC) but will focus on ISLLC Standard #2. Upon completion of

this course, the student will possess an understanding for the application of 1) models and theories of supervision, 2) interpersonal and technical skills needed for supervision, and 3) tasks and functions of the supervisor.

EDA 560: Curriculum Development for School Improvement 3 credits

Upon completion of this course, educational leaders will possess the skills to direct, guide, stimulate, and put into effect curriculum changes and alignment. They will also understand the variety of components necessary to build a strong curriculum that will be flexible enough to adapt to a constantly changing world and withstand personal biases. This course responds to a portion of the Interstate Leaders Licensure Consortium (ISLLC) Standard #2.

EDA 570: Action Research in Education Administration 3 credits

This course is designed to provide a theoretical foundation and framework for action research. Special emphasis is placed on an examination of the basic principles of qualitative research methodologies, which will lead to the design and implementation of a peer-supported action research project. The student's research project will be personalized to his or her school.

EDA 580: Internship in Educational Administration 3 credits

This supervised clinical internship will encourage a cooperative arrangement among the key stakeholders. Upon completion, the candidate will possess an understanding of the complexity of being a leader, ranging from development of a vision for systemic change to demonstrating practical skills ensuring smooth day-to-day operations.

In some circumstances students may have opportunities to assist in key events with an administrator before their internship begins. Because many of the assignments given for EDA 580 occur at either the beginning or end of school, students may begin logging internship hours up to eight weeks preceding EDA 580 with the approval of Director of Field Experiences. Students must request this in writing and receive approval before they can begin logging internship hours.

EDA 590: Educational Leadership in Technology 3 credits

Upon completion of this course, the student will possess an understanding for the application of 1) financial, organizational, and implementation challenges of integrating technology into the educational community, 2) leadership strategies to integrate technology into the educational community, and 3) effective evaluation and assessment plans of current and future technology integration in the educational community. This course responds to several of the six national standards of the Interstate

School Leaders Licensure Consortium (ISLLC) but will focus on the ISLLC Standard #3.

Education (EDU)

EDU 183: Exploring Education as a Career 3 credits

This course is designed for students who are considering teaching as a profession. By observation and participation, students experience working with children and young people, as well as many of the duties as a teacher. A practicum in K-12 classrooms is required.

EDU 300: Teaching in a Pluralistic Society: Strategies for Multicultural Teaching 3 credits

This course introduces students to the major goals, principles, and concepts of multicultural education. Specifically, four central topics will guide the study: 1) clarifying key concepts and terminology; 2) discovering multiple perspectives in culture and history; 3) understanding cultural and individual differences in teaching and learning; 4) becoming a multicultural and effective teacher.

EDU 303^A: Foundations of Education 3 credits

Students will study the historical, philosophical, and sociological influences which have shaped American education, the issues faced by educators today, and the challenges of the future which await persons now entering the teaching profession. The course is designed for students who have already committed themselves to a career in education or are exploring a career in education and includes a first phase observation in the K-12 classroom. A Writing-Intensive course. Prerequisite: Sophomore status.

EDU 313: Educational Psychology 3 credits

This course provides a thematically arranged study of the theories and principles of psychology that have influenced instructional practices. Behavioral and cognitive approaches to learning, motivation, and instruction are explored. Prerequisites: PSY 101. Prerequisites/Co-requisite: EDU 303.

EDU 363: Instructional Technology 3 credits

Emphasis is given to the selection, separation, evaluation, and utilization of various simple media elements as well as computer networking, multimedia, interactive video, and the Internet. Prerequisites/Co-requisite: EDU 303.

EDU 473: Children's Literature 3 credits

All types of children's literature from outstanding authors are surveyed through synopses and actual reading of children's books to acquaint the student with the best stories and poems for use with children. Methods of using these types of literature and the techniques of storytelling are also studied.

EDU 519: The Engaged Mind 3 credits

To better understand thinking, an educator must research current knowledge of the human mind and learn to assess a student's ability to think. This course addresses all five core propositions of the National Board for Professional Teaching Standards (NBPTS).

EDU 520: Classroom Management 3 credits

Various models of classroom management are examined, and techniques for assessing current classroom management practices at school are explored. Emphasis is given to planning, implementing, and assessing classroom management practices at the local school followed by designing, conducting, and evaluating an in-service teacher workshop based on identified needs.

EDU 521: Current Classroom Methods and Strategies 3 credits

A growing body of research shows that teacher effectiveness is the single most important school-based influence on student achievement. Today's educator responds to complex and diverse needs of students in each classroom. This course provides the foundations for instructional design along with the tools for instructional planning. The alignment of curriculum standards to instruction and assessment is a major focus in this course. Upon completion of this course, the student will have established a wide repertoire of methods and strategies that are research-based and easily modified to today's complex classroom.

EDU 523: Advanced Educational Psychology 3 credits

This study of the theories and principles of psychology that influence education addresses developmental, behavioral, and cognitive approaches to learning, motivation, instruction, and assessment.

EDU 529: Foundations and Framework 3 credits

This course orients students to the program, the field, and the National Board for Professional Teaching Standards (NBPTS) guiding them. It includes an introduction to creating a professional portfolio.

EDU 530: Educational Leadership 3 credits

Teachers should possess a repertoire of skills that will enable them to function comfortably and effectively in a changing learning environment. The course will provide teachers with an understanding of the complexity of being a leader in times of change. Teachers will develop a vision of systemic change and demonstrate practical skills for ensuring smooth day-to-day operations within their school.

EDU 532: Legal Issues in Education 3 credits

Teachers need to recognize potential legal issues, make informed judgments and decisions, and seek

administrative and legal counsel when necessary. This course provides teachers with a basic understanding of the legal principles directing the American school system, along with the legal case origins determining current classroom guidelines.

EDU 550: Technology Enhanced Instructional Design 3 credits

The purpose of this course is to introduce students to the theoretical foundations of technology enhanced instructional design and the designing and planning of technology enhanced instruction. This course meets International Society for Technology in Education (ISTE) Standards and the National Board of Professional Teaching Standards (NBPTS).

EDU 560: Curriculum Assessment for School Improvement 3 credits

Upon completion of this course, teachers will possess the skills to direct, guide, stimulate, and put into effect curriculum changes and alignment. Educators will also understand the variety of components necessary to build a strong curriculum that will be flexible enough to adapt to a constantly changing world. This course responds to the National Board of Professional Teaching Standards (NBPTS).

EDU 563: Instructional Technology 3 credits

Emphasis is given to the advanced utilization of research-based methodologies through various media elements as well as computer networking, multimedia, interactive video, and the Internet.

EDU 570: Philosophical/Social Issues in Education 3 credits

This study of the historical, philosophical, and sociological influences upon which educational theories and practices are constructed addresses societal issues and future challenges facing educators involved in the system.

EDU 571: Psychological Issues 3 credits

Psychological topics will focus on classical and modern theories of learning. Inherent in the course is a study of the most recent issues in educational psychology concerning the learner, the learning process, the learning situation, and research in educational psychology. Actual research drawn from realistic classroom situations will provide an opportunity for the practitioner to test the applicability of the theories.

EDU 583: Teaching Reading in the Content Areas 3 credits

This course links reading skills across the curriculum through the use of instructional strategies and assessments. The use of textbooks, trade books, and electronic texts are explored with a focus on strategies that are relevant in every content area. This course meets the following International Reading Association (IRA) Standards: 1.1, 2.2, 2.3, 3.3, 4.1, 4.2, 5.1, 5.2, 5.3, and 5.4.

EDU 590A: Educational Action Research 3 credits

This course will provide teachers with the theoretical foundation and framework for research in education. Special emphasis is placed on the examination of the basic principles of qualitative research methodologies that lead to the design and implementation of a peer-supported action research project.

EDU 614: Research and Writing 3 credits

Incorporating active learning principles within a theoretical context will be the essence of the course. The practitioner in the field will have the opportunity to explore one educational problem in-depth and one appropriate research methodology. The problem and methodology will be presented and conducted as a research project.

Elementary Education (EED)

EED 323: Curriculum and Methods: Science 3 credits

This course is designed to acquaint the elementary teacher with the curriculum and effective techniques for the teaching of science. The student is involved in planning instruction, employing science programs that are currently being used in the public schools, and using instructional models. This course includes laboratory experiences. Prerequisites: Admittance to the Teacher Education program, EDU 313, EDU 303, BIO course with a lab, and a CHM, GLG, or PHY course with a lab; senior status. EDU 363 is recommended. Co-requisite: must be taken concurrently EED 463, EED 473, EED 403.

EED 403: Curriculum and Methods: Mathematics 4 credits

The student is involved in the formulation of programs for the individual child to teach the theory and practice of elementary mathematics. Utilization of games in the classroom, manipulative materials, and mathematics curriculum in the elementary school are examined. Prerequisites: Admittance to the Teacher Education program, EDU 303, EDU 313, MAT 133; senior status. Co-requisite: must be taken concurrently with EED 473, EED 463, EED 323.

EED 443: Curriculum and Methods: Literacy: Reading/Language Arts GR K-3 3 credits

This is a school-centered practicum (to include decoding) designed to provide prospective teachers with teaching experience in reading over the length of one semester in a regular school classroom. This course will also focus on reading diagnostics, assessments, and strategies implemented with a single elementary student in a site-based reading lab. Prerequisites: Admittance to the Teacher Education program, EDU 303, ESL 420, and junior status. Co-requisite: must be taken concurrently with ESL 420.

**EED 463: Curriculum and Methods:
Social Studies 3 credits**

This course is designed to assist the elementary teacher with methods of instruction, unit and daily lesson plan construction, materials and resources available, and current developments in the field. Laboratory experiences will include multicultural classrooms. Prerequisites: Admittance to the Teacher Education program, EDU 303, EDU 313, EED 323, ESL 420, EED 343, three credits of history, and senior status. Co-requisite: must be taken concurrently with EED 323, EED 473, EED 403.

**EED 473: Curriculum and Methods:
Literacy: Reading/Language Arts GR 4-8 3 credits**

This course is designed to teach and develop a coherent approach to fostering literacy in the classroom. Emphasis is placed on planning lessons in reading comprehension, literature, phonics, writing, oral language, vocabulary, and evaluation of learning. The course includes discourse theory as it pertains to the teaching of reading and writing. Laboratory experiences will include multicultural classrooms. Prerequisites: Admittance to the Teacher Education Program, EDU 303, and ESL 420, senior status required. Co-requisite: must be taken concurrently with EED 463, EED 403, EED 323.

**EED 480: Student Teaching:
Elementary School 8-12 credits**

The semester includes seminars in classroom management, assessment, and professional preparation. The student is assigned to an approved school to serve as a student teacher for a semester under the supervision of an experienced teacher. Prerequisites: Admission to the Teacher Education program, required courses for elementary certificate, a 2.50 GPA, and senior status.

**EED 503: Curriculum Theory
and Methods: Mathematics 3 credits**

This course is designed to acquaint the student with the current research related to the pedagogy of teaching mathematics. Curriculum formulation and implementation along with the utilization of manipulative materials and individualized games in the elementary classroom are addressed.

**EED 523: Curriculum Theory
and Methods: Science 3 credits**

This course is designed to acquaint the student with science curriculum and effective techniques for the teaching of science. The student is involved in planning instruction, employing science programs that are currently being used in the public schools, and using research-based instructional models.

**EED 543: Prescriptive Reading Theory
and Practicum 3 credits**

The focus of this course is on reading diagnostics, assessments, and strategies implemented with a single elementary student. Emphasis is also given to research-based systematic phonics instruction.

**EED 563: Curriculum Theory
and Methods: Social Studies 3 credits**

This course presents the current research-based curriculum developments and models of effective instruction used in the field. Emphasis is placed on the construction of unit and daily lesson plans, materials, and resources with implementation in the elementary classroom.

**EED 565: Integrated
Elementary/Middle School
Language Arts and Social Studies 3 credits**

This course is designed to teach and develop a coherent approach to fostering literacy through the integration of social studies content in the elementary and middle school classroom. Emphasis is placed on the use of reading skills and strategies to help students access social studies content. Curriculum theory related to an integrated approach to teaching and learning is a primary focus.

**EED 573: Curriculum Theory
and Methods: Literacy:
Reading/Language Arts 3 credits**

This course is designed to develop a coherent, research-based program fostering literacy in the classroom. The course includes discourse theory as it pertains to the teaching of reading and writing. Emphasis is placed on planning and delivery of lessons in reading comprehension, literature, phonics, writing, oral language, vocabulary, and evaluation of learning.

**EED 580a: Student Teaching Internship:
Elementary I 6 credits**

Students are required to fulfill an eight-week internship experience in a classroom with a certified teacher. This course must be taken immediately preceding EED 580b Elementary II Student Teaching.

**EED 580b: Student Teaching Internship:
Elementary II 6 credits**

Students are required to fulfill an eight-week internship experience in a classroom with a certified teacher. This course must be taken immediately following the 8-week EED 580a Elementary I Student Teaching.

**EED 583: Advanced
Elementary/Middle School Mathematics 3 credits**

Contemporary mathematics programs in relation to content, materials, and teaching strategies will be explored. Development of a math curriculum will

enable K-8 students to gain mathematical competency according to their respective capabilities. Prerequisite: Elementary, Secondary, or Special Education Certificate.

EED 584: Advanced Elementary/Middle School Science 3 credits

A personal view of science and how it has shaped the way we think and behave will be explored. A teaching philosophy will be derived from the discipline of science and the way students learn. Application to the classroom will be an integral aspect of the course.

Executive Fire Leadership (EFL)

EFL 620: Organization Theory and Behavior 3 credits

This course examines organizations from a sociological perspective, considering structural issues, inter-organizational phenomena, and interactions between the organization and its environment. Topics include organizational design, organization culture, organization structure, organization learning, and large scale or complex organization change. Course draws heavily upon sociology, systems theory, economics, and anthropology.

EFL 621: Information Systems 3 credits

Fire service leaders require a pragmatic methodology for study, analysis, and planning in order to assist their organization and personnel in adapting to the increasingly complex and rapidly changing world. This course provides the framework for organizational analysis and strategic planning for change, particularly technology-driven change. The course examines the new challenges stemming from increased use of technology and the rapid acceleration in the rate of change.

EFL 622: Public Policy 3 credits

The focus of this course is on how public action takes place, what course(s) of action are available, and the implications, costs, and consequences of those actions. The Fire Service Executive of the future will require a more disciplined understanding of public policy. This course will be especially useful for individuals working in the public sector and will encourage a familiarity with public issues that will be useful for Fire Service Executives in making administrative or policy decisions. Further, this course will enhance the executives' sense of their own influence – in their work environments, their community, their profession, and in the broader realm of political life at the local, state, and national level.

EFL 623: Community and Human Service Delivery 3 credits

This course examines human services, such as the Fire/EMS services, from theoretical and practical positions. It examines underlying philosophies and values, planning and development of programs and systems, managing these programs and systems, and evaluating and altering them. The course will consider the relevance for receiving these services, e.g., age, ethnicity, sex, family status, and other related factors of the service recipients, as well as the belief systems, sociopolitical concerns, financial and organizational demands, and personal circumstances of the service providers.

EFL 624: Public Sector Finance 3 credits

This advanced introduction to the fundamentals of financial management emphasizes analysis of financial statements, organizational-departmental-divisional cash flows, taxes, the financial environment, bonds and their valuation, stocks and their valuation, and the cost of capital.

EFL 625: Public Sector Ethics 3 credits

This course examines major topics in professional ethics particular to the public sector. Topics include, but are not limited to, the responsibilities of organizations to personnel; the responsibilities of personnel to the employer; the responsibilities of supervisors to personnel and personnel to supervisors; economic issues in economic systems with the primary emphasis on capitalism; and social responsibilities of business, including quality of products or service, truth in advertising, environmental concerns, ethical standards for professionals, and what is involved in moral education.

EFL 626: Strategic Planning in Fire Science 3 credits

This course examines and defines the steps, concepts, theory, and value of comprehensive strategic planning. Students will participate in the formulation, financial development, operational management, and evaluation of currently utilized strategic plans and take part in the outline and design of a mock strategic plan.

EFL 627: Disaster Preparation and Crisis Management 3 Credits

Students will receive the preparation necessary to uniquely manage and make critical decisions regarding a major incident or disaster. The courses focuses on specialized decision-making processes involving analytical methods and information management; interaction with other agencies and effective coordination of roles and efforts within a structured command system offer the crisis manager decisions in an unstructured environment; major events that have happened to the fire service; and how to prepare for the unexpected, including how to

be a strong leader dealing with instant life and death decision-making on the emergency scene.

EFL 628: Environmental Issues and Hazardous Management 3 credits

Students will learn about Fire Service's role in protecting the environment from damage; the potential environmental impact of various types of emergency incidents; the roles of various agencies in mitigating incidents that may be hazardous to the environment, including federal, state, and local laws, regulations, and ordinances; and planning, resource management, and other related issues.

EFL 629: Occupational Health and Safety 3 credits

This course covers management of an integrated fire service health and safety program; related national and local regulations and standards, medical management, physical fitness development and implementation of safety programs, statistical development and assessment, gaining workforce commitment, including related fire service health and safety issues; an organized approach to assisting the individual and/or organization through the crisis and back to equilibrium; practical approaches to psychology of stress and its relationship to physical well-being for health care professionals; and identifying and understanding stress patterns in relation to balanced living, mental aspects of performance, and mental conditioning.

EFL 630: Applied Fire Service Research 4 credits

Preparing the applied research project will allow the student to investigate and research a key issue or problem identified as important to his/her respective organization and the larger fire service in general. This is a capstone course in which the student will be able to translate a great deal of the knowledge and skills gained in the other MSEFSL course work into a comprehensive graduate level research study.

EFL 631: Legal Aspects of Fire Service 3 credits

This course discusses rules and regulations governing the fire service and how it affects the government, the fire department, and the community; practical approaches to legal issues that affect managers regarding duties, responsibilities, and authority; and reducing personal and departmental liability, including state-of-the-art standards to maximize safety and efficiency.

English (ENG)

ENG 101A: Academic Writing 3 credits

A course in writing academic prose, including various types of essays, arguments and constructions. A Writing-Intensive course.

ENG 102A: Research Writing 3 credits

A course exploring various types of research writing, with a focus on constructing essays, arguments, and research reports based on primary and secondary sources. A Writing-Intensive course. Prerequisite: ENG 101.

ENG 103A: Honors Composition 3 credits

A course designed for students who have demonstrated good writing skills. Students will learn how to use a variety of research techniques and discourse styles to create proposals, arguments, and nonfiction articles. This course fulfills all freshman English requirements. A Writing-Intensive course. Prerequisite: Placement from the ACT/SAT scores.

ENG 200: Analysis of World Literature 3 credits

A study of some diverse works in world literature. This course is an introduction to all advanced English course offerings. Students will also be introduced to methods of literary criticism and analysis. All students who plan to major or minor in English should earn a 3.00 or above in this course before taking any upper division English courses. Prerequisites: ENG 101 and ENG 102, or ENG 103.

ENG 201: Intermediate Grammar 3 credits

A review of basic English syntax, form, and mechanics. The course also introduces principles of grammar and linguistics. Prerequisites: Grade of 2.00 or higher in ENG 101 and ENG 102, or ENG 103.

ENG 211: Persuasive Writing 3 credits

Course description was not available at press time.

ENG 221: English Literature I 3 credits

A survey of English Literature from the Old English Period through the Enlightenment. Prerequisites: ENG 101 and ENG 102, or ENG 103 (and ENG 200 for English majors).

ENG 222: English Literature II 3 credits

Continuation of ENG 221 covering the Romantic period through the Modern period. Prerequisites: ENG 101 and ENG 102, or ENG 103 (and ENG 200 for English majors).

ENG 300: English Practicum 2 credits

Guided practical experience in tutoring and evaluating writing. Prerequisite: English Teaching majors only or instructor's approval.

ENG 301A: Advanced Composition 3 credits

A course for students who wish to develop their skills in academic and nonfiction writing. A Writing-Intensive course. Prerequisite: Grade of 2.00 or above in ENG 101 and ENG 102, or ENG 103.

ENG 314: Advanced Grammar 3 credits

A study of the syntax and mechanics of English grammar from contemporary linguistic perspectives.

Prerequisite: Mastery of ENG 201 or diagnostic examination.

ENG 315: English in Its Social and Historical Settings **3 credits**

An exploration of the historical development of English and its variations across social contexts. Prerequisite: ENG 201 or instructor's approval.

ENG 341: American Literature I **3 credits**

A study of outstanding authors, their works, and the literary movements from the Colonial Age to Romanticism (1850). Prerequisites: ENG 101 and ENG 102, or ENG 103 (and ENG 200 for English majors).

ENG 342: American Literature II **3 credits**

A survey of Realism, Naturalism, Modernism, and Post-Modernism in American fiction, drama, and poetry of the 19th and 20th centuries. Prerequisites: ENG 101 and ENG 102, or ENG 103, (and ENG 200 for English majors).

ENG 352: The Short Story **3 credits**

A study of the short story, its development, the different types, and an analysis of technique. Prerequisite: ENG 101 and ENG 102, or ENG 103.

ENG 411Δ: Creative Writing **3 credits**

A course for students who are particularly interested in writing fiction or poetry. May be repeated for a maximum of 6 credits. A Writing-Intensive course. Prerequisites: ENG 101 and ENG 102, or ENG 103.

ENG 413: The Novel **3 credits**

A study in the development of the novel which focuses primarily on the reading and discussion of 19th and 20th century British and American works. Prerequisite: Junior status.

ENG 421: Shakespeare **3 credits**

A study of major Shakespearean comedies and tragedies and of Shakespeare's development as a dramatist. Prerequisite: ENG 221 or junior status.

ENG 422 Major Authors **3 credits**

The course focuses upon the study of the works of a major author, with emphasis on his or her seminal works with suitable reference to his or her biography and other works of merit.

ENG 423 Literary Movement **3 credits**

A course that surveys the major works and figures of a literary movement, including examining that movement's historical and cultural context.

ENG 453: Christianity and Literature **3 credits**

This course explores the works of literature which address in some way Christian themes or Biblical events. The course will integrate Christian belief with literary study as participants examine how authors,

both Christian and non-Christian, treat Christianity in their works. Prerequisite: Junior status.

ENG 490Δ: Senior Seminar **3 credits**

An exploration of English as a discipline. Students study the interpretations of literature and methodology of writing, including advanced research. Students consider membership in professional organizations and explore career opportunities in the teaching of English in middle and high school as well as in professions outside the field of education. A Writing-Intensive course. Prerequisites: Declared English major (Literature or Teaching) and senior status.

Entrepreneurship (ENT)

ENT 100: The Entrepreneurial Economy **3 credits**

This course is designed to enable students to recognize the unique opportunities and challenges faced by entrepreneurs in today's dynamic business environment and combine essential business and interpersonal skills for a successful career as an entrepreneur. Both the structure and dynamics underpinning today's entrepreneurial economy will be examined. Major topics areas will include the role of small business in the economy, how start-up firms compete for competitive advantage, and the 'mind-set' required to be a successful business owner. The course will underscore the importance of having a strong sense of personal values, and a healthy tolerance for risk taking.

ENT 250: Public Relations and Networking Skills **3 credits**

This course is designed to build effective communication and networking skills so that students can leverage contacts and relationships to create business opportunities. The importance of building a professional and trustworthy business reputation is also addressed.

ENT 350: Sales and Negotiation Skills **3 credits**

This course builds the skills and techniques required for successful negotiations with suppliers, buyers, contractors, employees, financial institutions, etc. The strategies and tactics required to negotiate win-win agreements even from a position of lesser power are covered. A negotiations simulation will provide an experiential learning opportunity for students.

ENT 351: Legal Aspects for Entrepreneurs **3 credits**

This course is designed to prepare students be aware of and comply with government policies, laws and regulations that impact small business operations. Major topics areas include contracts and leases, employment law, tax law, intellectual property and

patents, litigation, and small claims court, and how to protect the ongoing operations and viability.

ENT 352: Entrepreneurship Experience I 3 credits

This course provides student teams with the opportunity to compete in a simulation exercise that exposes them to the day-to day challenges owners/managers face in a start-up environment. Decision-making skills and the ability to operate under conditions of uncertainty will be honed. Students will analyze and interpret dynamic economic, financial, and market factors in order to make sound business decisions using a technology-based business simulation exercise.

ENT 353: Venture Capital 3 credits

This course examines the growth of the venture capital market and provides students with an understanding of the advantages and risks associated with venture capital financing. Both start-up and growth needs are explored. The course will focus on the more practical aspects of structuring transactions that add value for the firm, owners, and financial backers.

ENT 450: Social Entrepreneurship 3 credits

This course is examines the importance of societal wealth ventures, social responsibility, community outreach, and giving back to the community in order to ensure balance between private and societal interests. The concept of identifying social issues as new business opportunities is fully explored.

ENT 451: Special Market Sectors 3 credits

This course is examines the unique opportunities and challenges inherent in a number of special small business market sectors such as family-owned, professional, franchises, services, and import/exporting.

ENT 452: Entrepreneurship Experience II 3 credits

This course is the capstone applications class where student teams will compete in a simulation exercise that exposes them to the day-to day challenges owners/managers face in a start-up environment. Decision-making skills and the ability to operate under conditions of uncertainty will be honed. Students will analyze and interpret dynamic economic, financial, and market factors in order to make sound business decisions using a technology-based business simulation exercise.

ENT 453: Intrapreneurship and Innovation 3 credits

This course examines the importance of creating innovative work environments in small, medium, and large-scale organizations in order to ensure the long-term competitiveness of the firm. Innovation is explored from the perspectives of product development, internal process improvements, and

strategic shifts. Students will have the opportunity to participate in an experiential innovation project.

School Counseling (EPC)

EPC 525: Ethical Issues in Professional Counseling 3 credits

This course will present an online seminar format that will provide the student with opportunities to study current ethical standards of counseling and psychology. The course is required early in the student's program experience. Counseling as a profession will be explored across historical practices, employment settings, credentialing, and ethics questions.

EPC 530: Theories in Counseling Psychology 3 credits

Comprehensive and intensive studies of major theoretical orientations in counseling and psychotherapy are included, stressing implications for research and application. It includes experiences in micro-counseling and other simulations to develop counseling skills for the helping professional.

EPC 531: Principles of Guidance 3 credits

This course is an introduction to the philosophical and historical functions of guidance and counseling, stressing theory and practical problems of organizing and implementing guidance programs in secondary and elementary schools. Consideration is given to professional issues, present and future, as they impact the role and function of the counselor. It includes the designs of guidance and counseling programs for elementary, secondary, or post-secondary institutions.

EPC 532: Research Techniques and Procedures 3 credits

This course presents a spectrum of research methods and applications of psychological and educational research in schools. The course is designed to develop counselors' research knowledge and skills. Included are theory, logic, methodology, designs, statistics, evaluation, application, and integration of research findings into professional decision-making.

EPC 533: Methods and Techniques in Counseling 3 credits

This course will introduce the student to those active listening skills that communicate the qualities of empathy, genuineness, and unconditional positive regard. The course will include role-playing and videotaped exercises. Fifteen hours of selected interventions will be required that involve working with typical clients demonstrating personal growth concerns.

**EPC 534: The School Counselor
in a Multicultural Society 3 credits**

This course addresses the socialization patterns, cultural backgrounds, values, attitudes, behaviors, and learning problems of children and youth whose cultural and ethnic backgrounds are different from those of children and youth from the dominant culture. Emphasis is on both theoretical constructs and practice in the development of leadership roles in the school and pluralistic community.

EPC 535: Psychology of Learning 3 credits

This course stresses the major contributions of learning theorists to understanding behavior. Attention is given to human learning and the applicability of learning theory to the educational process. Students are required to design, conduct, report, and evaluate a learning activity pertaining to a major theory of learning.

**EPC 536: Psychological Perspectives
on Marriage, the Family, and Children 3
credits**

This course includes an introduction to current theories and practice in marriage, family, and child therapy. Research on social issues, family systems, and cultural patterns is studied in relation to approaches and methods in counseling and therapy.

**EPC 537: Appraisal of Children
with Special Education Needs 3 credits**

This course is an introduction to appraisal techniques used to identify learning disabilities, such as interpretation of standardized achievement tests, descriptive statistics and data, mental ability and aptitude tests, preparation of individualized educational plans, and use of case study data in educational applications. It contains individual assessment processes that include (1) physical, mental, or emotional disability, (2) significant educational deficits, and (3) specific learning competency levels.³

**EPC 630: Principles
of Human Development 3 credits**

This course provides an intensive study and examination of research literature and formal theory in developmental psychology as it relates to people across the lifespan from infancy through adulthood. Social and personality development, intellectual development, language acquisition, and developmental expectations are emphasized. The unique concerns of the exceptional child are studied as well as in-depth, case-study skill development.

**EPC 631: Psychological Measurement
and Appraisal 3 credits**

This course includes the principles and techniques of psychological measurement and surveys major instruments, except projective measures and individual intellectual measures. The knowledge and

skills covered can apply in a variety of settings: agencies, clinics, schools, and businesses. Students will use and evaluate achievement, aptitude, interest, and non-projective personality tests and have experiences in administering and scoring tests. Comprehension, use, and application of statistical concepts of evaluation will be presented.

**EPC 633: Guidance and Counseling
in Elementary Schools 3 credits**

Guidance services as they relate to the special concerns in an elementary school setting, with emphasis on the needs of the exceptional child, are covered in this course, which also includes programs dealing with the affective domain, delivery of services to the family, treatment practices, and evaluation of treatment. Counseling methods for primary, intermediate, and pre-adolescent elementary children will be covered, and a supervised field experience is included.

**EPC 634: High School Career
Information and Guidance 3 credits**

This course includes methods and processes of collecting, organizing, evaluating, promoting, and interpreting educational, occupational, and personal-social growth in the high school. Theories of career choice and vocational development are included as well as the counselor's role in career education. Career interest inventories are investigated in relation to their theoretical bases. A supervised field experience is included.

EPC 635: Methods of Group Process 3 credits

Group effectiveness, communication skills, leadership practices and evaluation of outcomes are addressed for counselors, administrators, and other professionals dealing in services where group counseling is provided. Theory and research relevant to understanding, working with, and providing leadership for various types of groups within the mental health community are stressed. Didactic and applied, experiential activities are included.

EPC 639: Internship in Counseling 6 credits

This course involves supervised laboratory experiences in individual and group counseling with emphasis on personal counseling. Competence in counseling skills with varied types of human concerns is developed. This course is to be taken concurrently with one's work at a practicum site. The student must be involved in counseling activities and evaluation activities in the internship (practicum). A minimum of 600 clock hours of internship (practicum) occurring in a school counseling setting, with direct supervision from a site supervisor that also includes no less than 240 direct service clock hours with clients is required.

Physical Education – Army (EPE)

EPE 105: Army Master Fitness 1 credit

Every semester. Beginning instruction in physical conditioning. Three credits of physical fitness lab per week. May be repeated for credit.

English as a Second Language (ESL)

ESL 410: Advanced Language Teaching Methodologies and Assessment 3 credits

This thorough examination of available methodologies, underlying philosophies, and assessment procedures includes lessons in teaching the four recognized skill areas (listening, speaking, reading, and writing) within the content areas and the use of standard tests. Prerequisite: ESL 423.

ESL 411: Language Teaching Curriculum and Materials Design 3 credits

This course integrates general school curriculum, materials, and the specific English language teaching goals with the actual design and rendering of instructional materials. Prerequisite: ESL 423

ESL 414: English in its Social and Historical Setting 3 credits

This exploration of English language variation across sociocultural context and time discusses implications for building culturally appropriate ways of interacting in professional settings.

ESL 420: English Linguistics 3 credits

This course is designed to familiarize students with emergent language, early linguistic development, and the fundamentals of linguistic theory, including the morphological, phonological, and syntactic structure of the English language as well as pragmatics, semantics, and issues in first and second language acquisition. Emphasis is placed on oral and written language development and the implications of this development on language, learning, curriculum, language structure, and an awareness of patterns of communication among cultures. Prerequisite: Admittance to the Teacher Education program. Prerequisite/Co-requisite: EDU 303. Co-requisite: must be taken concurrently with EED 443.

ESL 423: SEI English Language Teaching: Foundations and Methodologies 3 credits

Through this course the historical, legal, theoretical, and sociological foundations of programs of instruction for non-English language background students are presented. The study of models, prototypes, and methodologies for ESL instruction is included. Prerequisites: ESL 420 (or may be taken concurrently). Prerequisite/Co-requisite: EDU 303.

ESL 480: Internship in ESL 3 credits

The student is assigned to an approved, experienced teacher or coordinator of programs for ESL for four weeks. The internship is individualized, and arrangements can be made based on student needs. Prerequisites: ESL 414, ESL 420, and ESL 423.

ESL 505: SEI Foundations and Methodologies 1 or 3 credits

This course familiarizes students with the fundamentals of the legal, historical, and educational foundations of Structured English Immersion and other instructional programs for English Language Learners. Theoretical principles of language acquisition and the role of culture in learning are examined. Methods of assessment are identified and analyzed. Students will identify strategies to promote English language development and improve student achievement. They will plan, deliver, and evaluate instruction for English Language Learners.

ESL 510: Advanced Language Teaching Methodologies and Assessment 3 credits

This thorough examination of available methodologies, underlying philosophies, and assessment procedures includes lessons in teaching the four recognized skill areas (listening, speaking, reading, and writing) within the content areas and the use of standard tests. Prerequisite: ESL 523 or concurrent enrollment.

ESL 511: Language Teaching Curriculum and Materials Design 3 credits

This course integrates general school curriculum, materials, and the specific English language teaching goals with actual design and rendering of instructional materials. Prerequisite: ESL 423

ESL 514: English in its Social and Historical Setting 3 credits

This exploration of English language variation across sociocultural context and time discusses implications for building culturally appropriate ways of interacting in professional settings.

ESL 520: English Linguistics 3 credits

This course is designed to familiarize students with emergent language, early linguistic development, and the fundamentals of linguistic theory, including the morphological, phonological, and syntactic structure of the English language as well as pragmatics, semantics, and issues in first and second language acquisition. Emphasis is placed on oral and written language development and the implications of this development on language, learning, curriculum, language structure, and an awareness of patterns of communication among cultures.

ESL 523: SEI English Language Teaching: Foundations and Methodologies 3 credits

This course presents the historical, legal, theoretical, and sociological foundations of programs of

instruction for English language learners. It includes an examination of the role of culture in learning and instructional program models, with a focus on Structured English Immersion. Students will be instructed in immersion strategies and the use of assessment data. The content of this course correlates with the NBPTS English as a New Language Standards, Standard I: Knowledge of Students, Standard III: Knowledge of Culture and Diversity, Standard VIII: Learning Environment, Standard IX: Assessment, Standard XI: Linkages with Families.

ESL 530: Internship in ESL 3 credits

This course is specifically designed to aid teacher understanding of the nature of language, the processes of language use, and a descriptive grammar of English.

ESL 580: Internship in ESL or TESOL 3 credits

The student is assigned to an approved, experienced teacher or coordinator of programs for ESL for four weeks. The internship is individualized, and arrangements can be made based on student needs. Prerequisites: ESL 514, ESL 520, and ESL 523.

Exercise Science (EXS)

EXS 295: Clinical Instruction in Athletic Training I 3 credits

This course is designed to provide a clinical setting in which the athletic training student can clinically apply and show proficiency in the information learned in Care and Prevention of Athletic Injuries and First Aid and Safety. The student will be assigned to an "Approved Clinical Instructor" (ACI) who will supervise the student on a daily basis through constant visual and auditory interaction and provide feedback to the student on his/her progression. Prerequisites: HLT 270, EXS 314. (formerly EXS 297a)

EXS 314: Care and Prevention of Athletic Injuries 2 credits

A course designed to provide the student with a basic knowledge and understanding of the principles of sports medicine, the care and treatment of athletic trauma, and the use of proper conditioning principles of the prevention of injury. Co-requisite: EXS 314L

EXS 314L: Care and Prevention of Athletic Injuries 1 credit

A laboratory course designed to complement and support the principles taught in EXS 314. Co-requisite: EXS 314

EXS 324: Recognition and Evaluation of Athletic Injuries 3 credits

A course covering the evaluation of athletic injuries through practical skills of palpation of bony and soft tissue structures, assessing range of motion,

neurological testing, and special tests for primary joints and areas of the body. Prerequisites: EXS 314, BIO 201.

EXS 335^A: Kinesiology 2 credits

Analysis of human movement, integrating knowledge of the skeletal, muscular, and neurological systems with the effects of gravity, friction, internal and external forces, and the effects of motion on function, including the application of these factors to various types of physical skills. Two-and-one-half credits lecture, one-half credit lab. A Writing-Intensive course. Prerequisites: HLT 253 or BIO 201. Co-requisite: EXS 335L. Recommended: PHY 101 or PHY 111 (may be taken concurrently).

EXS 335L^A: Kinesiology 1 credit

A laboratory course designed to complement and support the principles taught in EXS 335. Co-requisite: EXS 335

EXS 340: Physiology of Exercise 3 credits

A study of the effects of exercise on the body. It includes the study of responses and adaptations to exercise at the systemic as well as the subcellular level. Two-and-one-half credits lecture, one-half credit lab. Prerequisites: HLT 253 or BIO 201 and BIO 202.

EXS 383: Measurement in Physical Education 3 credits

A study in tests and measurements in physical education. The course covers data analysis techniques for test evaluation, test construction, and grading; it also addresses tests of fitness and sports skills. Prerequisites: PED 246 and four credits of Professional Activities.

EXS 385: Therapeutic Modalities 3 credits

A study of various therapeutic modalities that aid in the healing process of injuries. The course will cover the theory behind and proper use of these modalities with laboratory experience. Prerequisites: EXS 314. (formerly EXS 496a)

EXS 386: Pharmacology and Neurology 2 credits

Examination of current theories and practices related to athletic training and sports medicine including performance-enhancing substances. Prerequisites: BIO 201 & 202, HLT 253, or instructor's approval. (formerly EXS 496b)

EXS 395: Clinical Instruction in Athletic Training II 2 credits

This course is designed to provide a clinical setting in which the athletic training student can clinically apply and show proficiency in the knowledge acquired in Evaluation of Athletic Injuries. The student will be assigned to an "Approved Clinical Instructor" (ACI) who will supervise the student on a daily basis through constant visual and auditory

interaction and provide feedback to the student on his/her progression. Prerequisite: EXS 295 and instructor's approval. (formerly EXS 497a)

EXS 399: Practicum 1-5 credits

Every semester. The practicum is a supervised practical experience in the student's major area of interest. A minimum of 45 hours (maximum 60) of practical experience will be scheduled for each semester hour of credit. The experience must be arranged with an agency, organization, or individual that agrees to provide an advisor to work with the faculty advisor in designing and evaluating the student's experience. This course is for junior and senior students with at least a cumulative 2.00 GPA and may be taken any semester with approval of the faculty advisor, the dean, and department chairperson.

EXS 414^A: Advanced Athletic Training 3 credits

This course covers content specific to the upper level athletic training student, including respiratory conditions and diseases, joint mobilizations, therapeutic massage, research design and presentation, resume development, and review for the NATABOC exam. A Writing-Intensive course. Prerequisites: EXS 314, EXS 496, EXS 497a.

EXS 424: Athletic Training Administration 3 credits

This course deals with the organization and administration of an athletic training program. Topics include program and human resource management, budgeting and inventory management, facility design, information management, insurance and legal considerations, and ethics in athletic training. Prerequisite: EXS 314.

EXS 426: Theory of Prescribing Exercise 3 credits

The specific and applied use of exercise in prevention of injury, improvement of performance, and recovery from disability and dysfunction. Included are specific exercise routines, muscle testing, kinesiological principles, history and scope of rehabilitating exercise, abnormal clinical kinesiology, examination procedures, and reconditioning of specific disorders. Prerequisites: BIO 201 and EXS 340.

EXS 426L: Theory of Prescribing Exercise: Laboratory 1 credit

Practical application of exercise prescription and rehabilitation. Designed to complement and support principles being taught in EXS 426 lecture. Concurrent enrollment in EXS 426 lecture. Prerequisites: BIO 201 and EXS 340.

EXS 494: Clinical Instruction in Athletic Training III 1-5 credits

This course is designed to provide a clinical setting in which the athletic training student can clinically

apply and show proficiency in the knowledge acquired in the prerequisite classes. The student will be assigned to an "Approved Clinical Instructor" (ACI) who will supervise the student on a daily basis through constant visual and auditory interaction and provide feedback to the student on his/her progression. Prerequisite: EXS 395 and instructor's approval. (formerly EXS 497b)

EXS 495: Clinical Instruction in Athletic Training IV 2 credits

This course is designed to provide a clinical setting in which the athletic training student can clinically apply and show proficiency in the knowledge learned in prerequisite classes. The student will be assigned to an "Approved Clinical Instructor" (ACI) who will supervise the student on a daily basis through constant visual and auditory interaction and provide feedback to the student on his/her progression. Prerequisite: EXS 494 and instructor's approval. (formerly EXS 497c)

EXS 496: Special Topics in Sports Medicine 2 credits

Examination of current issues, topics, and trends in the field of exercise science. Current theories and practices regarding diet, ergogenic aids, orthopedics, mechanics, therapy, motor control, and injury prevention methods will be discussed. Must be taken twice by athletic training students. Prerequisites: BIO 201 and BIO 202.

EXS 497: Internship in Exercise Science 1-5 credits

A course designed to provide a clinical setting in which the athletic training student can clinically apply and show proficiency in the knowledge acquired in Care and Prevention of Athletic Injuries and First Aid and Safety. The student will be assigned to an "Approved Clinical Instructor" (ACI) whom will supervise the student on a daily basis through constant visual and auditory interaction and provide feedback to the student on his/her progression. Prerequisites: EXS 314, HLT 270 and instructor's approval.

EXS 499: Independent Study 1-4 credits

Research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. Independent Study is reserved for junior and senior students with a cumulative GPA of at least 3.00, with approval of the dean, department chairperson, and instructor.

Family Studies (FAM)

FAM 341: Developmental Psychology 3 credits

Identification of the major theories and research in child development and their application to parenting children from infancy through the teen years.

FAM 430: Psychology of Gender 3 credits

A study of the psychology of gender and gender differences, theories of origins, the function of gender for individuals and society, and how gender affects individuals and relationships.

FAM 432: Marriage Enrichment 3 credits

An investigation into the elements involved in choosing a mate. Also addressed are understanding a mate's needs, strengths, and weaknesses and fostering healthy marital relationships, including physical unity and sexual fulfillment, typical problems related to sexual behavior, and strategies for enhancing sexual intimacy. Support of sexuality in marriage from a distinctly Christian point of view.

FAM 435: Parenting 3 credits

Explores the principles of good parenting and their application toward successfully raising children in a modern, consumer-driven society.

FAM 440: Personality 3 credits

An exploration of Biblical principles of leadership and Adlerian psychology that address how personality is shaped through birth order, early memories, love languages, and personality types.

Finance (FIN)

FIN 301: Fundamentals of Business Finance 3 credits

A study of the finance function within the modern corporation. Topics covered include financial analysis and planning, the valuation of financial assets, capital budgeting, capital structure, and working capital management.

FIN 402: Intermediate Finance 3 credits

A study of the application of financial techniques and principles to case studies in corporate financial management. The case study approach involves problem determination, identification of alternative courses of action, qualitative and quantitative analysis, and decision-making. Several major topic areas in financial management will be covered. Prerequisites: FIN 301.

FIN 425: International Trade and Finance 3 credits

A study of interrelationships between the international monetary environment and financial planning for corporations with overseas operations. The topics covered include the international monetary system, the foreign exchange market, managing exchange exposure, political risk management, import/export financing, and international performance evaluation. Prerequisites: FIN 301.

FIN 501: Financial Analysis 3 credits

A course designed for students who have not had finance in their undergraduate work or for those who

desire a refresher in finance. Topics covered include financial analysis, financial planning, asset valuation, capital structure, time value of money, and working capital management. Prerequisite: ACC 501.

FIN 608: Managerial Finance 3 credits

Students study the finance function within the modern corporation. Emphasis is placed on how capital markets work and how management actions impact determining security values within capital markets. Topics include financial analysis, working capital management, capital budgeting, and capital structure. Prerequisite: FIN 501.

FIN 624: Management of Working Capital 3 credits

This course studies the management of cash, accounts receivable, inventory, and short-term liabilities. Outlets for the investment of short-term funds in the money market, as well as potential sources of short term borrowing, are identified and discussed. Prerequisite: FIN 501.

FIN 626: Investments 3 credits

Students study stocks, bonds, derivatives, and their application in portfolio management as well as securities markets and trading procedures. Portfolio theory is developed and emphasized. Material in this course is applicable to both professional portfolio management and individual investment decisions. Prerequisite: FIN 501.

FIN 633: Financial Intelligence and Decision Making 3 credits

Financial Intelligence and Decision Making focuses on understanding, interpreting, and using financial information for the purposes of making sound financial decisions. The concept of financial intelligence is introduced as it relates to effectively analyzing and assessing financial performance to understand what numbers really mean and when or how to appropriately challenge them.

Foreign Language (FLA)

FLA 480: Foreign Language Teaching Methods 3 credits

This course studies the analysis and description of second language learning specific to the targeted language; evaluation procedures; methods and trends of teaching a modern foreign language. Prerequisites: SPA 312 or GER 312 or FRE 312 or instructor's approval

Geography (GEO)

GEO 121: World Geography 3 credits

A study of the physical environment and of the relationship of humanity to each of the major geographic areas of the world.

Geology (GLG)

GLG 101: General Geology 3 credits

An introduction to physical and historical geology with an emphasis on the geology of Arizona. The relation of geology to man's culture and economic development is stressed. Co-requisite: GLG 101L

GLG 101L: General Geology: Laboratory 1 credit

A lab course designed to complement the topics covered in the geology lecture. Co-requisite: GLG 101

History/Social Science (HIS)

HIS 103: Early American History 3 credits

A study of the history of the United States from pre European contact through the post Civil War reconstruction period which ended in 1877.

HIS 104: Recent American History 3 credits

A study of the history of the United States from 1877 through the beginning of the twenty-first century.

HIS 107: World History before 1500 3 credits

A survey of the major events, personalities, movements, and ideas in world civilization from the prehistoric era to 1500 CE. This course focuses on the key political, intellectual, scientific, social, economic, and cultural changes that occurred in world civilization. Students will gain an understanding of the social forces and trends in social, religious, political, and philosophic thought that laid the foundations of the modern world.

HIS 108: World History after 1500 3 credits

A survey of the major events, personalities, movements, and ideas in world civilization after 1500 CE. This course focuses on the key political, intellectual, scientific, social, economic, and cultural changes that occurred in world civilization. Students will gain an understanding of the social forces and trends in social, religious, political, and philosophic thought that laid the foundations of the modern world.

HIS 200: Christian History 3 credits

The history of the church from Christ to modern times and the current status of the American Church, and its particular denominational derivations, will provide historical perspective of Christianity. The student will examine the relationship between Christianity and culture in order to answer how and why the political and social, and intellectual traditions in American culture shaped Christianity and were, in turn, shaped by Christianity. Students will be able to explain the significant ideas, movements, and people associated with the history of Christianity.

HIS 246Δ: History and Historians 3 credits

An exploration of the historical discipline. Students will examine the meaning and interpretations of history and its methodology. Required for all history majors and minors. A Writing-Intensive course.

Prerequisites: Nine credits from the following: HIS 103, HIS 104, HIS 105, or HIS 106, or instructor's approval.

HIS 303: The History of Christianity in America 3 credits

An examination of the Protestant and Catholic traditions as they evolved in the United States with particular emphasis given to the reciprocal role of religion and politics as formative cultural influences that contributed to the shape and development of social and intellectual institutions in America. Prerequisites: HIS 103, HIS 104, and HIS 246 or instructor's approval.

HIS 317: Studies in the Non-Western World 3 credits

A study of the non-western world. Geographic areas studied will vary. This course may be repeated for credit. Prerequisite: Three semester credits of history or instructor's approval.

HIS 322: Medieval History 3 credits

A survey of the medieval world. Political, intellectual, socioeconomic, aesthetic and religious factors will be considered. Prerequisites: HIS 105 and HIS 246.

HIS 333: The Renaissance and Reformation 3 credits

A study of changing European institutions in the age of the Renaissance. The rise and various manifestations of humanism; the religious and political revolt against Rome; the Catholic/Counter Reformations; the rise of nationalism and capitalism. Prerequisite: HIS 106.

HIS 343: Colonial America 3 credits

This course examines the political, economic, social, and cultural history of the American colonies from initial contact to the Revolutionary War. Prerequisites: HIS 103, HIS 104, and HIS 246, or instructor's approval.

HIS 345: Modern America 3 credits

A political, economic, and cultural history of the United States in the twentieth century, with a particular focus on the past WWII era. Prerequisites: HIS 103, HIS 104, and HIS 246, or instructor's approval.

HIS 352: History of England to 1688 3 credits

A study of the origin and the development of the English people, with particular attention given to their political, social, economic, and cultural institutions and their interaction with continental

Europe. Prerequisites: HIS 105 and HIS 246, or instructor's approval.

HIS 367: Studies in Twentieth Century Europe 3 credits

A study of 20th century Europe which includes World War I, the Bolshevik revolution, the rise of Fascism, World War II, the cold war, the Common Market, and the breakup of communism in Eastern Europe.

Prerequisites: HIS 106 and HIS 246, or instructor's approval.

HIS 409: Civil War and Reconstruction 3 credits

An examination of the causes, conduct and consequences of the American Civil War and reconstruction. Prerequisites: HIS 103, HIS 104, and HIS 246, or instructor's approval.

HIS 413: Russian History 3 credits

A study of the Russian peoples and their rulers from the earliest times to the present. Prerequisites: HIS 105, HIS 106, and HIS 246, or instructor's approval.

HIS 416 American Diplomatic History 3 credits

The diplomatic history of the United States from independence to the present. A major emphasis is given to United States diplomacy and foreign policy since World War I. Prerequisite: Six hours of history and/or political science or instructor's approval.

HIS 498: Advanced Topics 3 credits

Topics of interest to historians not covered in depth in other courses will be offered. Prerequisite: Instructor's approval.

Health Education (HLT)

HLT 253: Anatomy and Physiology 3 credits

A study of the basic structures and functions of the various systems of the human organism. Provides accurate, current information concerning the human body. The course is designed for students pursuing careers in health and physical education who have minimal background in the physical and biological sciences.

HLT 270: First Aid and Safety 3 credits

Designed to develop the ability to administer emergency treatment for first responders. Upon successful completion of this course, students will receive American Red Cross Standard First Aid and CPR certification. Also a study of safety and its importance in home, work, and recreational settings.

HLT 382: Principles of Public Health 3 credits

A study of the public agencies and their contribution to the health of the community. Also includes fundamentals, philosophy, history, and functions of public health services. Prerequisite: HLT 200.

HLT 383: Drug Abuse Seminar 3 credits

Also SOC 383 and BIO 383. This course explores the problem of drug abuse and approaches toward solutions of those problems. Topics include pharmacology and epidemiology of drug use; psychological, legal, social, and cultural implications; and principles of program planning.

HLT 423: Health Administration 3 credits

Also REC 423 and PED 423. This course emphasizes administrative tasks and techniques for use in the commercial health industry. Topics include budget and finance, organizing and promoting health, and business, administrative, and ethical decision-making in a health setting. Prerequisite: HLT 200 or instructor's approval.

HLT 480: Methods of Teaching Health 3 credits

A study of the methods and procedures of teaching health. Resources, aids, and agencies are studied in an attempt to determine how they may best assist the teacher. Prerequisite: HLT 200.

HLT 496: Environmental Health 3 credits

Course description was not available at press time.

HLT 497: Internship in Health Education 1-5 credits

The internship provides an opportunity for students to practice principles learned in their functional area by working in an outside organization under the supervision of a practitioner. See Department Chair for specific information. Prerequisite: Instructor's approval.

HLT 499: Independent Study 1-4 credits

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Honors (HON)

HON 340: Honors Interdisciplinary Seminars 3 credits

On demand. These team-taught classes integrate traditional academic disciplines. Honors students use these seminars to satisfy Grand Experience requirements. Students may repeat an HON 300 Seminar bearing the same number for full credit. Prerequisite: Honors Program participant.

HON 350: Honors Interdisciplinary Seminars 3 credits

On demand. These team-taught classes integrate traditional academic disciplines. Honors students use

these seminars to satisfy Grand Experience requirements. Students may repeat an HON 300 Seminar bearing the same number for full credit. Prerequisite: Honors Program participant.

HON 360: Honors Interdisciplinary Seminars 3 credits

On demand. These team-taught classes integrate traditional academic disciplines. Honors students use these seminars to satisfy Grand Experience requirements. Students may repeat an HON 300 Seminar bearing the same number for full credit. Prerequisite: Honors Program participant.

HON 370: Honors Interdisciplinary Seminars 3 credits

On demand. These team-taught classes integrate traditional academic disciplines. Honors students use these seminars to satisfy Grand Experience requirements. Students may repeat an HON 300 Seminar bearing the same number for full credit. Prerequisite: Honors Program participant.

HON 450: Honors Project 3 credits

Every semester. This capstone course requires students to complete a major work of original independent research or artistic expression. Prerequisites: Completion of four HON 300-level courses and approval by the Honors Director.

HON 498: Advanced Topics in Faith and Discipline 3 credits

On demand. This repeatable, interdisciplinary seminar deals with advanced topics in faith and academic disciplines. It equips students with critical and broad perspectives on important issues in science, society, and the Christian faith. Special Note: This course may not substitute for the required HON 300 Interdisciplinary Seminars that Honors Students must complete. Prerequisites: UNV or HON 300-level course or instructor's approval.

Health Systems Management (HSM)

HSM 301: Principles of Healthcare Management 3 credits

This course provides a survey of the healthcare industry in general, including industry value chain analysis, funding mechanisms, and governmental regulation. The course also examines the strategic decisions and managerial skills needed to effectively lead healthcare organizations.

HSM 402: Healthcare Economics and Finance 3 credits

This course provides students with an overview of both the macro-economic environment of the healthcare industry segment, as well as the principal financial mechanisms in place across the U.S.

healthcare industry. It emphasizes the critical financial issues facing the industry, and practical financial analysis skills that have immediate application within the industry.

HSM 418: Ethical Concerns in Healthcare 3 credits

This course is an introduction to the challenges of ethical decision-making confronted in the healthcare industry. Topics include euthanasia, treatment protocols, quality of care, product utilization, and legal/regulatory concerns.

HSM 620: Health Systems Management 3 credits

This course examines the status and changes in the healthcare industry, including vertical integration, healthcare funding mechanisms, and specialized networks. The course also examines the strategic decisions and managerial skills needed to effectively lead healthcare organizations. Prerequisite: MGT 602.

HSM 621: Healthcare Finance 3 credits

This course provides students with both a macro overview of the principal financial mechanisms in place across the U.S. healthcare industry and specific insights into the critical financial issues the industry faces. It also emphasizes practical financial analysis skills that have immediate application within the healthcare industry. Prerequisite: FIN 608.

HSM 622: Ethical Concerns in Healthcare 3 credits

This course is an introduction to the challenges of ethical decision-making confronted in the healthcare industry. Topics include euthanasia, treatment protocols, quality of care, product utilization, and legal/regulatory concerns. Prerequisite: BUS 604.

History and Theological Studies (HTH)

HTH 303: History of Christianity in America 3 credits

This course is a study of Christianity in its American context. It is a historical inquiry that examines the relationship between Christianity and culture in order to answer how and why the political and social, and intellectual traditions in American culture shaped Christianity and were, in turn, shaped by Christianity.

HTH 365: Historical Theology 3 credits

This course is a study of the story of the main highlights of the development from the second century A.D. to the present, of Christian beliefs, doctrines, and theories. Special emphasis is given to how these beliefs, doctrines and theories are connected with concrete events and real persons to show why they mattered and how they developed. The study includes an understanding of the role of

heresy, philosophy, and culture as factors in the shaping of Christian theology. Special emphasis is also given to a deeper look at the place of evangelical theology.

HTH 373: Christian Doctrines 3 credits

A systematic study of the major doctrines of the Christian religion, including revelation and the Bible, the Trinity, the doctrine of man, the atonement, salvation and Christian growth, the church and its ordinances, and eschatology. Prerequisites: BIB 113 and BIB 123.

HTH 375: Contemporary Theology 3 credits

Begins with a brief background of the development of Protestant Liberal Theology starting with Schleiermacher. Then, more attention is given to twentieth-century schools of theological thought: Neo-Orthodox, Existential, Process, Theology of Hope, Liberation Theology, etc.

International Ministries (INT)

INT 303: Cross-Cultural Communication 3 credits

A study of cross-cultural communication and cultural transition for students preparing for cross-cultural Christian ministry. The course will present with the philosophy, principles, and methods of cross-cultural communication and cultural transition/adjustment.

INT 333: Christianity and Culture 3 credits

This course leads students to look critically at what they consider to be fundamentally Christian, and therefore imperative to duplicate across cultural lines, as opposed to what they consider to be Christian that is actually a cultural value and not necessarily Christian. Special emphasis will be given to comparisons between western and non-western cultures, syncretism, and current efforts being made in intercultural evangelism.

INT 363: Issues in Contemporary Missions 3 credits

This course examines current movements, trends, leaders and perspectives affecting global mission strategies. Topics will include efforts being made in parts of the world that are closed to open evangelism as well as efforts being made in intercultural ministry in the United States.

INT 463: World Religions 3 credits

A study of the major contemporary religions of the world including both historical background and development, and current beliefs and practice with emphasis on basic religions: Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shinto, Zoroastrianism, Judaism, Islam, and Baha'i.

INT 498: Special Topics: Cross Cultural Communication 3 credits

Topics of interest not covered in-depth in other courses will be considered.

Prerequisites: Sophomore status and three credits of Bible.

Justice Studies (JUS)

JUS 100: Introduction to the Justice System 3 credits

This course provides the student with current and up-to-date information, policies, and techniques that are being used in police courts and corrections. Students are required to research new trends in the system, not only in the U.S., but globally.

JUS 101: Issues in Justice Studies 3 credits

This course emphasizes issues relating to justice policies, perspectives, techniques, role, institutional arrangements, management, uses of research, and innovative patterns.

JUS 296: Social Research 3 credits

Also POS 296 and SOC 296. An exploration of the various methods used by social scientists to find answers to the questions posed by their subject matter. Includes basic terminology, concepts, and practice using methods such as surveys, experiments, field research, and evaluation research, as well as some unobtrusive methods. Prerequisite: SOC 101.

JUS 303: Theory of Criminal Justice 3 credits

An examination of classic and contemporary schools of thought, including psychological and social causes of crime and theories of punishment. Prerequisites: JUS 100 and JUS 101.

JUS 306: Police Function 3 credits

Objectives, strategies, programs, roles, perspectives and interagency relationships of police. Prerequisites: JUS 100 and JUS 101.

JUS 308A: Adjudication Function 3 credits

Objectives, strategies, programs, roles, perspectives, and interagency relationships of the courts. A Writing-Intensive course. Prerequisites: JUS 100 and JUS 101.

JUS 310: Correctional Function 3 credits

Objectives, strategies, programs, roles, perspectives and interagency relationships of correctional agencies. Prerequisites: JUS 100 and JUS 101.

JUS 363: Introduction to Probability and Statistics 3 credits

Also POS 363, PSY 363, and SOC 363. A study of elementary theories of probability, distribution, and testing of statistical hypotheses. Practical experience

is provided in the application of statistical methods.
Prerequisite: MAT 120 or equivalent.

JUS 461: Substantive Law 3 credits

Criminal liability with emphasis on the elements of a crime. Governmental sanctions of individual conduct as formulated by the legislature and the court system. Prerequisites: JUS 100 and JUS 101.

JUS 462: Procedural Law 3 credits

Study of the criminal process from a constitutional perspective as it relates to due process in the context of crime control. The limits of stops, arrests and searches are explored. Prerequisites: JUS 100 and JUS 101.

JUS 490A: Senior Seminar: Justice Studies 3 credits

The integration of justice studies learning, focusing on its relevance to graduate schools and related careers in justice studies. A Writing-Intensive course. Prerequisites: Senior status and justice studies major.

JUS 497: Internship in Justice Studies 4 credits

Placement of student in a criminal justice or related agency to further the student's integration of theory with practice. Prerequisites: Junior or senior status and 15 credits of JUS courses.

JUS 498: Advanced Topics: Justice Studies 3 credits

In-depth study of chosen topics such as: Justice and Ethics, Juvenile Delinquency, Gangs, Comparative Criminal Law, Law and Social Control, and Issues of Death in Politics and Justice. Prerequisites: JUS 100, JUS 303, and one Upper Division Justice Studies course, or instructor's approval.

JUS 499: Independent Study 1-4 credits

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Leadership (LDR)

LDR 650: Diversity Management and Leadership 3 credits

Demonstrating organizational leadership demands the development and implementation of diversity management and a commitment to lead using values-based strategic and operational objectives designed to champion organizational diversity as a source of strength. Students will demonstrate the capacity to value the talents and skills of a diverse workforce with respect to gender, age, race, ethnicity, disability,

and lifestyle. Students will master leadership skills based on a comprehension that leading and managing diversity is a process of constructing a work place that is inclusive and allows all employees to reach their full work potential. Through diversity leadership, students will make significant cognitive connections across organizational practices and access the full talents of individuals to achieve and sustain a competitive advantage.

LDR 657: Leading Global Organizations 3 credits

Leading global organizations has become a significant skill set responsibility for today's business and organizational leaders. The course will address the need to develop the capacity for leaders to promote a global perspective within multi-cultural and multi-national organizations. Students will be able to recognize the impact of the global economy on organizational decision-making, planning, and sourcing of organizational resources and functions. Understanding how global operations are influenced by environmental differences, legal-political, and economic systems within countries will be examined as central to leaders maintaining a global competitive advantage. Students will explore international business practices leaders must comprehend that drive global sourcing, organizational structure, and the influence of diverse cultures on leadership practices and decision-making.

Mathematics (MAT)

MAT 100: Mathematical Concepts 3 credits

A review of basic mathematical concepts. Topics include problem-solving, arithmetic processes and basic algebra concepts. The intent of the course is to prepare students for MAT 120. MAT 100 does not fulfill the math requirement for any degree program. Prerequisite: Placement by the Office of Admission.

MAT 120: Intermediate Algebra 3 credits

Topics from basic algebra: linear equations, polynomials, quadratic equations, systems of equations, and introductory conic sections. Prerequisite: Placement counseling or one year of high school algebra with a grade of "C" or better.

MAT 121: College Algebra 3 credits

A precalculus course on topics and algebraic properties of elementary functions. Prerequisites: Grade of "C" or better in MAT 120 or two years of high school algebra with a grade of "C" or better.

MAT 122: College Trigonometry 2 credits

A study of the trigonometric functions and their properties, as related to the unit circle and the right triangle. The course is designed to help students prepare for calculus and physics. Additional topics will be graphing, proving trigonometric identities, inverse trigonometric functions, polar coordinates,

and vectors. Prerequisite: MAT 121 or high school equivalent.

MAT 130: Contemporary Mathematics 3 credits

An integrated course emphasizing mathematical modeling and problem solving. Topics include: algebraic models, number theory, the real number system, systems of numeration, geometry, and trigonometry. Prerequisite: Grade of "C" or better in MAT 120 or two years of high school algebra with a grade of "C" or better.

MAT 131: Contemporary Mathematics II 3 credits

A continuation and extension of the mathematical concepts presented in MAT 130 with continued emphasis on problem solving and manipulatives. Topics include: math of finance, logic and geometry, elementary probability, and elementary statistics. Prerequisite: MAT 130.

MAT 135: Numerical Systems, Operations, Properties, and Theories 3 credits

A foundational course covering the structure of numeration systems and ways of representing numbers, numerical operations and properties of the real number system, and the principles of number theory.

MAT 270: Analytical Geometry and Calculus I 4 credits

A study of concepts of limits, differentiation, and integration of algebraic and elementary functions. Prerequisites: MAT 121 and MAT 122, or high school equivalent.

MAT 271: Analytical Geometry and Calculus II 4 credits

A continuation of MAT 270, covering the techniques of integration, solid analytic geometry, and infinite series and sequences. Prerequisite: MAT 270 or equivalent.

MAT 272: Analytical Geometry and Calculus III 4 credits

A study of vector analysis, partial differentiation and multiple integration. Prerequisite: MAT 271 or equivalent.

MAT 300Δ: Introduction to Mathematical Thought 3 credits

An introduction to the basic structures of mathematical thought including logic and proofs, set theory, relations and functions, selected topics from modern algebra, and the real number system. Emphasis is on the student's ability to read, write about, and discuss mathematical ideas. A Writing-Intensive course. Prerequisite: MAT 271.

MAT 310: College Geometry 3 credits

A course in the technique of construction and the procedure of proofs of common geometric figures, particularly adapted to the needs of future teachers of high school mathematics. A brief introduction to non-Euclidean geometry is also included.

MAT 320: Technology in the Mathematics Curriculum 3 credits

A study of the use of computers, calculators, and graphing utilities in the mathematics classroom, with an emphasis on problem solving. Educational hardware and commercial software are introduced. Applications of selected programming languages to the teaching of mathematics will be discussed.

MAT 342: Linear Algebra 3 credits

An introductory study of finite dimensional vector spaces, linear transformations, and matrices associated with them. Proofs and theory are included. Prerequisite: MAT 271 or instructor's approval.

MAT 363: Probability and Statistics for Mathematics and Science 3 credits

A study of elementary theories of probability, distribution, estimation and testing of statistical hypotheses. Prerequisite: MAT 271.

MAT 371: Advanced Calculus I 3 credits

A study of sets, functions, the real numbers, topological ideas, sequences, limits, continuity, and differentiation. Prerequisites: MAT 272 and MAT 300.

MAT 372: Advanced Calculus II 3 credits

Integration, series, uniform convergence, and selected additional topics in analysis. Prerequisite: MAT 371.

MAT 373: Differential Equations 3 credits

A study of the methods of solution of ordinary differential equations and their applications including the theoretical development of the methods. Prerequisite: MAT 272.

MAT 483Δ: Mathematics in the Secondary School 3 credits

Topics in geometry, number theory, algebra and analysis. Emphasis is on the development of a problem-solving process and unifying principles. Teaching strategies, examination of secondary school curricular materials and classroom experience will be included. Required course for Mathematics for Secondary Teacher majors. A Writing-Intensive course. Prerequisite: MAT 271.

Church Music (MCH)

MCH 378: Music in Worship 3 credits

A study of music in worship from Biblical times to the present. Comparison of liturgies and orders of worship and planning worship services for various occasions. Includes the formation of a philosophy of church music.

Medical Education (MED)

MED 480: MCAT / DAT Exam Preparation 3 credits

This course provides a review of key concepts tested on the MCAT and DAT exams, including general and organic chemistry, biology, biochemistry, and physics/quantitative reasoning. Students will also learn test-taking techniques and discuss exam format. MCAT students will take several practice exams as part of this course.

Music Education (MED)

MED 003: Music Educator's National Conference 0 credits

The Music Educator's National Conference Collegiate Membership gives the students an opportunity for professional development while still in school. It is expected the benefits will accrue both to the students and to the professional organization as the students gain an understanding of the practices of the professional music educator.

MED 232: Woodwind Instrument Class 1 credit

A practical study of the high and low woodwind instruments. The student learns to play, care for, and teach each instrument. Prerequisite: Sophomore status.

MED 241: Brass Instrument Class 1 credit

A practical study of the high and low brass instruments. The student learns to play, care for and teach each instrument. Prerequisite: Sophomore status.

MED 251: Percussion Instrument Class 1 credit

Same format as MED 241, except pertaining to percussion instruments. Prerequisite: Sophomore status.

MED 252: String Instrument Class 1 credit

A practical study of the high and low string instruments. The student learns to play, care for, and teach each instrument. Prerequisite: Sophomore status.

Management (MGT)

MGT 301: Principles of Management 3 credits

An introductory course that deals with management and the basic management processes and functions. Focuses on real-world management situations concerned with planning, organizing, leading, and controlling the work of others in organizations.

MGT 310: Production and Operations Management 3 credits

An introduction to designing, planning, operating and controlling production systems. Emphasis is on managerial concepts and strategies relating to the management of operations in both manufacturing and service environments. Quantitative and qualitative methods and tools will be introduced and applied. Prerequisites: MGT 301.

MGT 415: Organizational Behavior 3 credits

A study of individual and group behavior in organizations, including detailed coverage of individual differences/diversity, leadership and motivation, decision making, organizational design, and organizational change/development. Emphasis is placed on how an understanding of organizational behavior leads to more effective management practice. Prerequisites: MGT 301.

MGT 433: Human Resource Management 3 credits

A study of the human resource management function in organizations, including detailed coverage of staffing, organizational development, compensation and benefits administration, and employee relations. Emphasis is placed on how human resource management as a whole enhances organizational performance and success. Prerequisites: MGT 301.

MGT 435: Project Management 3 credits

A study of the unique challenges associated with managing projects as related to the overarching management framework of planning, organizing, leading, and controlling. Emphasis is placed on balancing competing priorities related to human resources, time constraints, and physical resources/materials. Additional focus is placed on managing and controlling project scope. Prerequisites: MGT 301.

MGT 602: Organizational Behavior 3 credits

Students examine concepts and applications of behavior in organizations. Topics include the study of motivation, organizational climate, group dynamics, leadership, decision-making, and organizational structure and design.

MGT 609: Strategic Management 3 credits

This course examines the formulation of strategy and policy within organizations. Significant emphasis is placed on the integration of strategic decisions across various functional areas and multiple business units as well as ethical considerations of organizational policy and strategy. Prerequisites: ACC 605, FIN 608, MGT 602, and MKT 606.

MGT 613: Operations Strategy 3 credits

Students examine operations as a strategic resource. Topics include methods to facilitate strategic formulation, analysis of the links between operations and other functional areas, and the management and

strategic application of new and emerging technologies.

MGT 621: Project Management 3 credits

This course examines roles and responsibilities of the project manager, project life-cycle, differentiating elements of projects in various industries, analysis tools and techniques for project plan development, and managerial control of project deployments. Additional components include project scheduling and critical path assessment, project requirements definition and scope management, and project risk identification and control. This course guides each student through the primary project life-cycle of planning, development, implementation, and control. Prerequisites: ACC 501 or 605, BUS 601.

MGT 623: Organizational Development and Change 3 credits

Students explore the behavioral forces and relationships that influence organizational effectiveness and change. Topics include the study of intervention strategy and change management.

MGT 625: Leadership Styles and Development 3 credits

This course explores the nature of business leadership models and theories, examining these models through a broad variety of insights and viewpoints and analyzes these approaches to leadership, giving special attention to how the models can improve leadership real-world organizations.

MGT 626: Organizational Systems and Cultures 3 credits

Students explore organizational systems and cultures as complex and powerful phenomena that profoundly influence the behavior of both individual employees and organizations as a whole. The course of study includes the diagnosis of organizational systems and cultures and the proactive management and shaping of these forces.

MGT 628: Information Security and Organizational Change Development 3 credits

In this course, students analyze the principles of change management as they apply to the requirements and regulations of information security. Students evaluate the factors which affect corporate decision-making when implementing security programs and the ability of the manager to translate corporate needs into information security projects.

MGT 629: Organizational Security Systems and Awareness 3 credits

In this course, students review and discuss security awareness and evaluate practices in implementing security systems within enterprise. Best practices within five of the ten domains of the (ISC)2 Common Body of Knowledge (CBK) in information security are explored within this context.

MGT 630: Leading Self 3 credits

Leading Self is designed to prepare EMBA students as they strengthen important leadership skills and develop a personal leadership vision. The module combines knowledge and application by examining the results of leadership research and how it can be used to develop a clear sense of purpose of leadership, increase leadership communication skills, and deepen awareness of personal leadership styles. Case studies, discussions, exercises, guest speakers, and videos are used to address the challenges of leadership. The disciplines covered in this module include leadership, visioning, emotional, and cultural intelligence, and communications.

MGT 635: Leveraging Human Capital 3 credits

Leveraging Human Capital presents the perspective that management of human capital is the responsibility of every manager/leader throughout the organization. Talent management, succession planning, employee development and motivation, and performance management and metrics are examined. Additional topics include workforce diversity, contracting within the global 21st century environment, and the challenges inherent in virtual and cross-functional teams. Methods for building and sustaining human capacity and knowledge assets to increase corporate value are examined.

MGT 636: Leading Others 3 credits

Leading Others provides the structure and direction for teams to remain focused on a common goal to achieve a common result. Using research validated evaluation methods, the course documents agreements on how to accomplish the team's purpose by creating buy in and increasing commitment for task accomplishment. The concepts and methods of promoting partnership and trust among team members are explored and a solid foundation for building high-performing teams is constructed. The concept of servant leadership is also explored through the study of role models throughout history and today.

MGT 639: Strategic Advantage within the Global Economy 3 credits

Strategic Advantage within the Global Economy examines the global competitive landscape in which firms operate. An examination of real life CEO's and how they have successfully seized growth opportunities in unexpected ways provides an actuarial perspective. The international political and economic environment is also examined to ensure familiarity with larger scale shifts occurring within the global economy that impact growth strategies.

MGT 642: Leading Organizations 3 credits

Leading Organizations focuses on transformational leadership and the themes of organizational culture and leading change. Transformational leaders must

be able to grasp the need for change and effectively define and communicate that change to their stakeholder groups. This module will examine how and why change efforts get derailed, why people resist change, and how leaders can overcome these challenges. Specifically, the real life lessons learned by a number of CEOs will be examined and discussed. The module will also introduce strategies on how to build and sustain a resilient corporate culture that thrives on change and supports the ongoing implementation of change efforts.

MGT 690: Strategic Human Resource Management 3 credits

This course introduces the skill set and mindset that enables managers to perform as strategic and HR-minded business professionals, positioning HR as a key value-chain activity while concurrently driving HR-mindedness throughout their organizations. While a technical knowledge base of the common HR functions (staffing, organizational development, compensation and benefits administration, and employee/labor relations) is covered, the course of study intentionally focuses on how all of this relates to organizational strategy and impacts organizational performance.

Christian Studies (MIN)

MIN 202: Introduction to Ministry 3 credits

An exploration of ministry both in the contexts of identification of spiritual call and in theological field education designed to help ministers function appropriately in ministry. The course includes an introduction to field education, choosing a ministry placement and field supervisor, vocational discernment, designing a learning covenant, and theological reflection.

MIN 213: A Survey of Christian Education 3 credits

An introduction to the development of Christian education from the Early Church to modern-times, focusing on major movements, philosophies, and people. Special attention will be given to the objectives of educational programs in the local church.

MIN 220: Management for Ministry 3 credits

A study of the basic functional areas in the practice of administration. Special attention is given to management principles and leadership development to help make these effective in the local church, para-church, and personal ministries.

MIN 300: Introduction to Youth Ministry 3 credits

A study of the basic areas of the practice of managing youth ministry and related programs in local church, para-church, and personal ministries. Special attention is given to management principles and

leadership, specifically as they relate to youth and student ministries.

MIN 315^A: Spiritual Formation 3 credits

An introductory study of the basic disciplines of Christian discipleship, focusing on the formation of character, values, disciplines, and habits, especially related to the inner development of spirituality. The study makes use of some of the Christian devotional classics. A writing intensive course. Prerequisite: MIN 202.

MIN 343: Teaching and Guiding Youth 3 credits

This course equips students to communicate effectively with a variety of audiences, to employ creative pedagogy that challenges and engages youth, and to develop curriculum that is culturally relevant and biblically accurate.

MIN 373: Introduction to Pastoral Ministry 3 credits

A study of the philosophy and practice of pastoral work. Emphasis is given to the caring and nurturing practices involved in ministry. A special focus is given to assist students in their ability to synthesize pastoral work with their place of service.

MIN 411: Financial Decision-Making in Ministry 3 credits

Examining the elements necessary for effective financial decision-making in the local church is imperative to for an effective ministry. Students will understand and be able to develop a ministry budget, building program, and a fundraising campaign. Stewardship programs in the successful growth of a church will be defined and outlined as a part of the courseware.

MIN 412: Ministerial Organizational Development and Change 3 credits

Ministerial organizational development and change encompasses the study of individual and group behavior in church organization settings. An introductory study of the basic structures of Christian organizations, the course focuses on an overview of the typical processes and decisions that lead to healthy organizational development and change. Managing organizational development and change challenges individuals to understand and embrace audience diversity, elements of change, effective communication, and performance systems. A comprehensive review of these organizational processes will allow students to examine their role in ministerial organizations in the new millennium. This course will include review of effective structures for ministry.

MIN 475: Issues in Contemporary Pastoral Ministry 3 credits

Examining current movements, trends, leaders, and perspectives affecting worship and worship styles in

the United States and around the world is imperative to becoming an effective worship leader. Topics will include efforts being made in the local church, regional church, and national ministries to establish unique worship programs. Contemporary worship and classical worship styles will be discussed and defined. Particular attention will be given to understanding worship through the eyes of the audience as well as the leader.

MIN 476: Issues in Contemporary Youth Ministry 3 credits

Examining current movements, trends, leaders, and perspectives affecting youth ministry and youth ministry strategies is paramount to foreseeing future trends within the youth culture. Topics will include a review of the efforts being made in the local church, regional service centers, and national ministries to develop unique youth ministry programs. Focus will be also given to churches and Christian ministries which are reaching youth in different settings such as urban, suburban, and rural locations.

MIN 497: Ministerial Internship 3 credits

This field education course involves the student in one semester of service with a qualified supervising minister in the ministry setting. An advanced internship can be arranged for the student already engaged in professional ministry who wants further training. Internships are usually available in chaplaincy, church work (pastor, education, music, youth, etc.), Christian social ministries, student work, and other areas. Prerequisites: MIN 202, sophomore or higher-class status, and instructor's approval.

Military Science (MIS)

MIS 101: Introduction to the Military and Leadership I 3 credits

Every Fall. An overview of the mission and organization of the Army and its role in national defense. Three credits lecture/conference, two credits lab.

MIS 102: Introduction to the Military and Leadership II 3 credits

Every Spring. Introduces problem-solving methods, critical thinking, decision-making, and group cohesion as applied in a military environment. Three credits lecture/conference, two credits lab, and one, two-day field-training exercise.

MIS 201: Introduction to Leadership Dynamics I 3 credits

Every Fall. Introduces interpersonal dynamics involved in military team operations; theory and application of military leadership principles. Three credits lecture/conference, one credit lab, and one, two-day field-training exercise.

MIS 202: Introduction to Leadership Dynamics II 3 credits

Every Spring. Continuation of MIS 201. Three credits lecture/conference, one credit lab, and one, two-day field-training exercise.

MIS 205: Leader's Training Course 4 credits

Every Summer. A four-week, summer training program that consists of intense classroom and field training emphasizing practical hands-on skills and leadership development. This course is taken in lieu of MIS 101, 102, 201, and 202. Students who attend this course will receive a stipend, transportation to and from Fort Knox, KY, housing, and meals. Prerequisite: Two years of college remaining (undergraduate or graduate)

MIS 301: Advanced Military Science I 3 credits

Every Fall. Introduction to Army command and staff functions, theory and dynamics of the individual soldier and military units in offensive combat operations, human behavior, and math reasoning. Three credits lecture/conference, one credit lab, and one, two-day field-training exercise. Prerequisite: MIS 101, 102, 201, and 202; MIS 205, or an equivalent.

MIS 302: Advanced Military Science II 3 credits

Every Spring. Continuation of MIS 301, to include, theory and dynamics of military units in defensive combat operations Three credits lecture/conference, one credit lab, and one, two-day field-training exercise. Prerequisite: MIS 301.

MIS 303: National Advanced Leadership Camp 4 credits

Every Summer. A summer Leadership Development and Assessment Course (LDAC) designed to evaluate and train all Army ROTC cadets. This six-week training program emphasizes leadership development and advanced military skills, including tactics, land navigation, and physical training. ROTC cadets normally attend LDAC at Fort Lewis, Washington between their junior and senior year. Students who attend this course will receive a stipend, transportation to and from camp, housing, and meals.

Prerequisite: MIS 301, 302.

MIS 401: Advanced Military Science III 3 credits

Every Fall. Study of the military legal system; preparation and conduct of military training; leadership development, ethics, and professionalism of the military officer. Three credits lecture/conference, two credits lab, and one, two-day field-training exercise. Prerequisites: MIS 301, MIS 302.

MIS 402: Advanced Military Science IV 3 credits

Every Spring. Military correspondence; career planning and personal affairs in service; conduct of training; leadership development; ethics and professionalism of the military officer. Three credits lecture/conference, one credit lab, and one, two-day field-training exercise.

Prerequisite: MIS 401.

MIS 410: American Defense Policy I 3 credits

Every Fall. Evolution, organization, and execution of U.S. national security policy. Must attend at the ASU campus.

Prerequisite: Instructor approval.

MIS 412: American Defense Policy II 3 credits

Every Spring. Contemporary problems and analytical issues in the formation and implementation of U.S. national security. Must attend at the ASU campus.

Prerequisite: Instructor approval and MIS 410.

MIS 499: Independent Study 3 credits

Work closely with the Professor of Military Science on a special topic that may include research, readings, and presentations. May be repeated once.

Prerequisite: Instructor approval.

Marketing (MKT)

MKT 301: Principles of Marketing 3 credits

This course surveys the marketing mix and marketing concept; markets and buyer behavior; product, service and relationship marketing for global competition; creating and keeping customers in an e-commerce world; branding and positioning; distribution strategies; integrated marketing communications; and pricing strategies.

MKT 302: Buyer and Consumer Behavior 3 credits

This course focuses on a behavioral science approach that studies distinct buyer strategies and decision-making processes of purchase by organizational buyers and consumers. Topics include cross-cultural variations in behavior, external and internal influences on today's buyers, purchase and post-purchase processes, customer satisfaction, and customer commitment. Prerequisites: MKT 301.

MKT 303: Sales and Sales Management 3 credits

This course applies management and leadership principles to the development and operation of the sales force as part of the overall marketing program. Topics include sales planning, organization and control, sales force recruitment, training, motivation, compensation, e-business, and cultural diversity. Prerequisites: MKT 301.

MKT 304: Promotion and Advertising 3 credits

This course provides an integrated marketing communications perspective for today's changing world. Topics include the promotional mix, determining and developing advertising and promotional objectives, ethical issues in advertising campaigns, budgeting, positioning, creative strategies, media strategies, personal selling, e-marketing, public relations, publicity, corporate advertising, and evaluating the promotional program. Prerequisites: MKT 301.

MKT 306: Services Marketing 3 credits

This course surveys the unique issues involved in marketing services. Topics include new products, new services, brand development, delivery of services, pricing of services, and promotion of services. Customer satisfaction and service quality measures as well as ethical considerations in services marketing will be integrated in discussions of the services marketing mix.

MKT 409: Retailing and E-tailing 3 credits

This course studies retailing as an institution in our society, the challenging environment facing retailing today and tomorrow, and future retailing management practices that include e-tailing opportunities. Prerequisites: MKT 301.

MKT 425: International Marketing 3 credits

An introduction to marketing products and services globally, the course discusses and compares belief systems, attitudes, values, consumer behaviors, export/import strategies, joint ventures, foreign manufacturing, and licensing. Prerequisites: BUS 305 and MKT 301.

MKT 440: Marketing Research and Reporting 3 credits

This course is an introduction to business research processes and the research documents used as tools to aid in managerial decision making. Topics include designing research projects, collecting primary and secondary data, conducting ethical research, applying statistical tools and measurement techniques, developing a marketing plan, and reporting the research in both written and oral presentation formats. Prerequisites: BUS 251 and MKT 301.

MKT 480: Marketing Management 3 credits

This course provides a manager's view of applying the marketing mix in today's and tomorrow's business worlds, using various approaches and tools for analyzing marketing opportunities, integrating traditional and new techniques in promotion and pricing, managing the marketing concept, developing marketing plans, and controlling marketing activities. Prerequisites: MGT 301 and MKT 301.

MKT 501: Economics and Marketing Principles **3 credits**

This course is designed for students who have not had finance and economics in their undergraduate work. In economics, this course is an introduction to micro and macro economic concepts, principles, and business practices. Topics covered include basic economic concepts of supply and demand, competition, income distribution, monetary and fiscal policy, production, employment, inflation, and international trade. In marketing, this course introduces the student to the lexicon of the discipline with an emphasis on the marketing concept, consumer behavior, the need for market research, and the elements of the marketing mix (product, price, place, and promotion).

MKT 606: Marketing Management **3 credits**

This course examines marketing's critical role in the business organization. The student will evaluate organizational performance in developing an appropriate marketing mix, building customer satisfaction, analyzing marketing opportunities, developing marketing strategies, and planning promotional programs. Integral to the course is the development of a marketing plan. Prerequisite: MKT 501.

MKT 624: Services Marketing **3 credits**

This course is an introduction to the state-of-the-art research and practice in services marketing. The most current services marketing concepts, principles, and theories will be emphasized, and services marketing concepts will be applied to actual practice. Prerequisite: MKT 606.

MKT 625: Seminar in Marketing **3 credits**

Students examine the issues, emerging practices, and problems facing marketing executives, researchers, and decision makers. Topics will include pricing, brand management, direct marketing, retailing, telemarketing, specialty advertising, consumer behavior, motivation theory, and marketing models. Marketing ethics will be an integrated topic throughout the curriculum. Prerequisite: MKT 606.

MKT 628: International Marketing **3 credits**

This course analyzes current trends and issues facing an international firm's efforts to develop and implement an effective marketing mix. The comparisons of language, aesthetics, religions, business customs, and attitudes about the marketing concept and strategies are addressed. Prerequisites: MKT 606.

MKT 631: Customer Value and Service Excellence **3 credits**

The course is designed to focus on what customers really want, building customer loyalty, and becoming a service excellence leader. Insights are drawn from various fields including management, innovation, information technology, and cross-cultural

communications. The service profit chain provides a framework for linking employee engagement with customer satisfaction and retention.

MKT 632: Solutions-Based Relationship Management and Branding **3 credits**

The course will examine the role of corporate brands in creating a competitive advantage and focus on the critical issues facing senior leaders today including measuring marketing performance, managing customer information, building cross-cultural customer relationships, and leveraging the Internet.

MKT 633: Marketing on the Internet **3 credits**

The problems and potential of marketing over the Internet are covered. This class focuses on the design of Web pages to make them more appealing to end users, the marketing of the Web site itself to increase its usage, and target marketing as applied to the Web. Prerequisites: MKT 606.

Leadership (MLE)

MLE 601: Introduction to Organizational Leadership **3 credits**

This course is designed to be an introduction to the cross-functional complexities inherent in organizational life. Students will develop an advanced skill-set enabling effective leadership of each of the major organizational functions (namely marketing, finance, human resource management, information systems, and operations management). Students will understand the difference between transformational and transactional leadership and how both are critical to effective leadership, with the primary emphasis in this class being placed on transactional leadership.

MLE 603: Leadership Styles and Development **3 credits**

Students will explore applications of various leadership styles in several work and personal environments, such as the Leadership Grid and Situational Leadership. The student will better understand mentoring/coaching, transformational, charismatic, and visionary leadership. Students will use personal assessments to help assess their individual leadership styles, as well as identify areas for future development.

MLE 605: Leading High-Performance Teams **3 credits**

This course is an experiential introduction to models of team dynamics and group process. Issues discussed will include such topics as meeting management, team building, assessment, roles and responsibilities of the team leader, characteristics of successful teams, strategies for designing and supporting teams in the workplace. Students will also be instructed in methods used to motivate others in helping an organization succeed.

MLE 606: High Performance Information Security Project Management 3 credits

In this course, students utilize PMI's Project Management Body of Knowledge (PMBOK) as a framework, to apply project management concepts in the information security arena. Each student develops a project plan for a security assessment which incorporates the technical and behavioral characteristics of high performance teams

MLE 607: Organizational Development and Change 3 credits

This course will involve detailed study of various change management and organizations development models, theories, and methodologies. Students will explore applications of the various theories to case studies, as well as their current professional settings. Additionally, students will conduct primary, field-based research surrounding a large-scale organizational change initiative and critically evaluate the relative success/failure of that change initiative.

MLE 609: Leading Out Loud 3 credits

This course will study the leader as communicator. The personal skill building emphasis will focus on informative speaking, strategic conversational speaking, persuasive speaking, and media interviewing. Personal reflection papers, active learning goals, skill plans, specific performances, feedback sessions, and structured observations are designed for maximum skill development and mastery.

MLE 611: Organizational Systems and Cultures 3 credits

This course will provide students an understanding of the complexities of organizational systems and cultures, the ways in which these forces manifest themselves, and the means by which leaders intentionally impact the shape that these forces take in their organizations. Students will explore the application of various organizational systems and cultures theories to case studies, as well as to their current professional settings. Additionally, students will research and critically analyze the comparative cultures of two organizations from the same industry.

MLE 613: Strategic Planning and Decision-Making 3 credits

This course is designed to prepare leaders to guide their organization in the future through the use of effective strategic and contingency planning. A critical component will include learning to evaluate alternatives, make effective decisions, and use appropriate decision-making processes.

MLE 614: Strategic and Technological Trends in Information Security 3 credits

In this course, students assess technical trends as well as new and emerging technologies in information assurance to determine their impact on the

implementation of the Strategic Security Plan (SSP) of an enterprise.

MLE 615: Negotiation and Conflict Resolution 3 credits

In this experiential course, students will gain the conceptual tools and behavioral skills necessary to effectively navigate difficult interpersonal situations, resolve conflicts, and negotiate agreements between individuals, departments, and organizations to become more effective leaders. This course focuses on applying theories, models, and data-based approaches to devise strategies for negotiation and conflict resolution.

MLE 617: Leadership and Innovation 3 credits

Students will understand and apply various models of problems solving. They will learn various techniques, strategies, and skills appropriate for creative and innovative thinking.

MLE 618: Leadership and Innovation in Information Security Management 3 credits

In this course, students address an information security management problem through development of an innovative information security solution. In executing their projects, students apply the concepts and methods acquired in previous coursework.

MLE 619: Power, Politics, and Influence 3 credits

The essence of this course teaches the student sources and types of power, specific tactics for becoming an empowering leader, and issues surrounding organizational politics, influence tactics, and succession planning. Students will learn how transactional leaders can become transformational leaders.

MLE 621: Contemporary Issues in Leadership 3 credits

The challenges of contemporary leadership are increasingly complex. Contemporary leaders must simultaneously balance the needs and demands of various stakeholders while concurrently driving overall organizational success. This course will provides students with the opportunity to intentionally explore several major contemporary issues from both an organizational impact and a personal belief perspective. Students will conduct independent research of several contemporary leadership issues and present their findings in an informal round-table setting to their colleagues. Additionally, students will develop an informed position on a controversial issue and engage in debate with students that have taken the opposing position.

MLE 623: Organizational Development and Change **3 credits**

This presentation is the culmination of the student's 15-month employer-based leadership project. A comprehensive written report and oral presentation will highlight the conclusion of this project.

Music (MUS)

MUS 252: Music Appreciation **3 credits**

Designed specifically for non-music majors and minors. This course contributes to the intellectual, emotional, and aesthetic understanding of music and expression as science and as an art closely akin to the other fine arts. Great works of music are heard in order that the student may gain insight into music's inner workings and develop a discriminating, intelligent appreciation of the best in music.

Nursing (NRS)

NRS 349: Spirituality in Healthcare **3 credits**

This course explores the concept of spirituality as it relates to the person who is involved in the healthcare system. Since illness and stress can amplify spiritual concerns and needs, healthcare professionals are in a unique position to assist the patient/client in meeting those needs. This course explores the relationship between healthcare professionals and those they serve. Topics include performing spiritual assessment, identifying those experiencing spiritual well-being as well as those experiencing a threat to spiritual well-being, and planning and evaluating care related to spiritual wellness. A spiritual care framework is used to apply these concepts to a variety of populations in diverse clinical settings.

NRS 356: Issues in Pharmacology **3 credits**

No course description available at time of publication.

NRS 429: Family-Centered Health Promotion **3 credits**

This course focuses on family theories, health promotion models, cultural diversity and teaching learning principles. The course emphasizes the family as the client, family FHP health assessments, screenings across the life span, communication, community resources, and family education. Appropriate health promotion education will be evaluated against evidence based research and practice.

NRS 430: Professional Dynamics **3 credits**

This course is a bridge course for the RN returning to formal education for the baccalaureate degree in nursing. The course focuses on differentiated nursing practice competencies, nursing conceptual models, professional accountability, integrating spirituality into practice, group dynamics, and critical thinking.

Emphasis is placed as well on writing and oral presentation skills.

NRS 431: Community Health Systems and Concepts I **3 credits**

This course focuses on the community as a large system of people, cultures, geography, economics, spiritual values, and legal-political influences that impact the health of the community. Emphasis is placed on critical analysis, using epidemiological data and functional health pattern assessments to plan and intervene in areas of health promotion with community groups.

NRS 433A: Introduction to Nursing Research **3 credits**

This course promotes the use of research findings as a basis for improving clinical practice. Quantitative and qualitative research methodologies are presented. Emphasis is on the critical review of research studies and their applications to clinical practice. An overview of evidence-based practice is provided. This course is designated as a GCU Writing Intensive Course.

NRS 434: Health Assessment for Health Care Professionals **3 credits**

This course focuses on methods of health history taking, physical examination skills, documentation, and health screening. The course emphasizes the individual as the client, functional health patterns, community resources, and the teaching learning process.

NRS 436: Nursing Management Concepts **3 credits**

This course focuses on developing the ability to communicate clearly and concisely in both written and oral formats as tools to provide professional nursing management in a variety of settings. Interactive, written, and oral presentation exercises are used to practice management skills.

NRS 437: Ethical Decision-Making in Health Care **3 credits**

This course is a general introduction to the field of biomedical ethics. Students study the application of ethics and moral theories to concepts and issues arising in the health care professions. The course provides students, both as consumers and providers, an opportunity to study ethical decision making, healthcare situations with implications for ethical decision making and analysis of ethical behavior of individuals involved in healthcare. Topics will include exploration of major ethical theories and principles, informed consent, confidentiality and ethical implications of selected issues such as abortion, euthanasia, assisted suicide and allocation of scarce resources.

NRS 438: Community Health Systems and Concepts II **3 credits**

This course focuses on nursing care of populations and communities, especially health promotion and communication. There is a concentration on selected vulnerable subgroups in the community. Emphasis is placed on critical analysis, using epidemiological data and functional health pattern assessments to plan and intervene with vulnerable groups.

NRS 439: Leadership in Nursing and Health Care **3 credits**

Registered nurses with current licensure have a basic understanding of the role of the professional nurse. This course emphasizes further development of the professional nurse role. Critical management and leadership values, styles and skills are a major focus. Particular attention is given to the identification of personal leadership styles and values. Importance is placed on development of effective management and leadership skills.

NRS 440: Trends and Issues in Health Care **3 credits**

Trends and Issues explores the impact of numerous professional and societal forces on health care policy and practice. Content includes an analysis of current studies; nursing care policy and position statements; political, environmental, and cultural issues; changing nursing roles. The study of these issues examines the impact on healthcare delivery systems in our society.

NRS 441: Professional Capstone Project **3 credits**

The capstone project is a culmination of the learning experiences while a student in the nursing program at Grand Canyon University's College of Nursing. The student will prepare a written proposal for a project whose focus is in the resolution of an issue or problem significant to professional nursing practice. The proposal includes: problem description, resolution, implementation, plans, evaluation plans and proposed dissemination of findings. The professional capstone project proposal needs to reflect synthesis and integration of course content and professional practice. The capstone project is guided by the baccalaureate program student learner outcomes.

Nursing (NUR)

NUR 206: Introduction to Nursing and Gerontology **6 credits**

Introduction to Nursing and Gerontology emphasizes competence in nursing skills. Functional health patterns are used as the basis for assessment and nursing care of adult clients with emphasis on the aged. Communication, teaching, helping, problem solving, and leadership skills are introduced and

applied as a framework for clinical practice. Prerequisite: Admission to the College of Nursing.

NUR 207: Therapeutic Communication **3 credits**

This course focuses on the development of theoretical knowledge and interpersonal skills needed to interact effectively with clients in a variety of health care settings. Prerequisite: Admission to the College of Nursing.

NUR 303: Introduction to Pharmacology **3 credits**

Introduction to Pharmacology has a twofold purpose. The first purpose is to introduce basic pharmacological concepts and drug groups. These concepts include drug action, legal considerations, and evaluation of drug therapy. Physiological, psychological, and sociocultural concepts related to drug therapy will also be presented. The second purpose of the course is to provide the pharmacological foundation necessary for safe administration of drugs, monitoring the effects of therapy, and teaching clients about medications. Prerequisites: Concurrent enrollment in NUR 311. (The course is open to non-nursing majors on faculty signature.)

NUR 306: Applied Nutrition **3 credits**

Applied Nutrition provides a foundation of basic nutrition theory. The focus is on assessment, food components, exercise, nutrition, weight control, community programs, and resources. Application of these aspects are used to promote health and prevent illness.

NUR 309: Health Assessment **3 credits**

Health Assessment provides the systematic collection, validation, and communication framework for data that professional nurses use to make decisions about how to intervene, promote, maintain or restore health of adult and aged clients. This course emphasizes methods of data collection, clinical reasoning, and the nursing process, along with supervised laboratory practice and selected diagnostic and screening tests. Upon completion, the student will demonstrate beginning knowledge and competence in the performance of adult health history taking and physical assessment by utilizing Gordon's Functional Health Patterns Framework. Prerequisites: Admission to the College of Nursing and concurrent enrollment in NUR 206, or special permission from faculty.

NUR 311: Adult Health Nursing I **6 credits**

Adult Health Nursing I focuses on nursing care of adult hospitalized clients. Emphasis is placed on the analysis of assessment, the identification of nursing diagnoses and interventions for clients with acute, chronic, or terminal illness. Prerequisites: NUR 206 and NUR 309.

NUR 312: Adult Health Nursing II 6 credits

Adult Health Nursing II focuses on nursing care of clients in the acute and critical care setting in collaboration with health team members. Emphasis is placed on the identification of nursing diagnoses and interventions for clients with acute, chronic, or terminal illness. Prerequisites: NUR 311.

NUR 313: Nursing Care of the Childbearing Family 6 credits

Nursing Care of the Childbearing Family focuses on planning for health promotion in the normal and high risk childbearing family. Emphasis is placed on family education, use of community resources, and alternatives to promote positive outcomes during the childbearing phase of family development. Prerequisites: NUR 311 or NUR 312.

NUR 314: Family-Centered Child Health Nursing 6 credits

Family Centered Child Health Nursing integrates theories from nursing, child development, and family development. These concepts are related to the planning of care for children, adolescents, and their families who are well or experiencing acute or chronic illnesses. Emphasis is placed on teaching and on community resources related to the child-rearing family. Prerequisites: NUR 311, NUR 312, and NUR 313.

NUR 398^Δ: Introduction to Nursing Research 3 credits

This course promotes the use of research findings as a basis for improving clinical practice. Quantitative and qualitative research methodologies are presented. Emphasis is on the critical review of research studies and their applications to clinical practice. An overview of evidence-based practice is provided. This course is designated as a GCU Writing Intensive Course. Prerequisites: PSY 363 and NUR 206, or permission of instructor.

NUR 411: Community Health Nursing 5 credits

Community Health Nursing focuses on community assessment and intervention with vulnerable groups and communities. Emphasis is placed on critical analysis, using epidemiological data and functional health patterns to plan and intervene in areas of health promotion, screening, and rehabilitation with community groups. Prerequisites: NUR 313 and NUR 314.

NUR 412: Home Health Care Nursing 3 credits

Home Health Care focuses on the nursing care of acutely, chronically, and terminally ill clients of all ages and their families. Emphasis is placed on the integration of environmental, psychosocial, economic, cultural, personal, and family health concepts in the home setting. Creative problem solving which enables a family to care for their family member's health

needs is a significant element of this fundamental course. Prerequisites: NUR 313 and NUR 314.

NUR 413: Community Mental Health Nursing 5 credits

The Community Mental Health Nursing course is focused on utilizing the nursing process in providing mental health care in the community setting and inpatient psychiatric setting with individuals, families, and community groups. Emphasis is placed on therapeutic communication and nursing care at the primary, secondary, and tertiary levels of mental health intervention. Concepts of environment, group process, family therapy, interdisciplinary collaboration, and affective skills of critical thinking are integrated with the bio-psychosocial, spiritual and cultural aspects of mental health nursing practice. Prerequisites: NUR 313 and NUR 314.

NUR 443: Nursing Management and Leadership 6 credits

Nursing Management and Leadership roles are expected in today's changing health care agencies. Emphasis is placed on the interdisciplinary approach to planning nursing care for groups using selected standards. The course includes a critical examination of professional development and peer collaboration as well as the economic, legal and political factors influencing health care. Prerequisites: NUR 411, NUR 412, NUR 413.

NUR 446: Trends and Issues in Nursing 2 credits

An exploration of the numerous professional and societal forces that impact health care policy and practice. Content includes analysis of manpower studies, nursing leaders, policy and position statements, political and cultural issues, and changing nursing roles and licensure. Prerequisites: NUR 411, NUR 412, and NUR 413.

NUR 497: Preparation for Licensure 1 credit

This course focuses on preparation for the registered nurse licensure examination. The student is assisted in assessing learning needs and developing personal strategies to become successful on the professional examination. The computer review, test preparation materials, and standardized testing methods are utilized to facilitate individual development.

Prerequisites: NUR 411, NUR 412, NUR 413, and concurrent enrollment in NUR 498.

NUR 498^Δ: Practicum in Nursing 3 credits

Practicum in Nursing provides a selected clinical experience to optimize the transition to a professional career. Nursing care areas are chosen according to preceptor availability and student focus. A faculty member assists in planning, implementing, and evaluating the learning experience. A Writing-Intensive course.

Prerequisites: NUR 443.

NUR 501: Advanced Nursing**Issues and Role****3 credits**

This course examines the expanded practice of the Advanced Professional Nurse. The focus of the course is scope of practice, role behavior, and depth and breadth of knowledge in selected areas of advanced practice (FNP and CNS) and nurses in role specialties such as nursing education and nursing leadership. Course content includes an exploration of critical questions and current issues related to the various defined Advanced Professional Nursing roles and examination of the related role issues with an emphasis on caring, diversity, and spiritual aspects in nursing care delivery.

NUR 503: Health Care Policy and Finance Issues**3 credits**

This course integrates the process of health care policy development with a critical focus on the organizational and financial aspects of health care delivery systems including managed care systems, Medicare and Medicaid issues, and continuous quality improvement (CQI).

NUR 505: Advanced Nursing Theory 3 credits

This course focuses on the critical evaluation and utilization of the theoretical foundations of nursing as well as pertinent theoretical concepts from related fields of study such as the social and biological sciences, educational, organizational, and leadership theory.

NUR 507: Health Care Research**Analysis and Utilization****3 credits**

This course focuses on the critical analysis of health care and nursing research with a focus on the utilization of evidence-based research as foundation of client care and development of client services. Advanced research methods as applied toward complex clinical and organizational problems will be integrated.

NUR 511: Evidence-based**Practice Project****3 credits**

This course provides an opportunity to prepare an evidence-based practice (EBP) project proposal that addresses a problem, issue, or concern in professional practice. Students will identify a problem focus, propose a research-based solution, search for evidence using the evidence-based databases that support their solutions, and develop implementation, evaluation, and dissemination plans. Students will focus on developing an EBP project that is appropriate for their educational track: nursing leadership, adult clinical nurse specialist, nursing education, or family nurse practitioner.

NUR 640: Advanced Health Assessment**and Diagnostic Reasoning****4 credits**

This course builds upon the student's previous assessment skills offering more advanced health

assessment content to provide the foundation for the advanced practice-nursing role. This course gives emphasis to focused assessments for a chief complaint that include physical, psychosocial and spiritual health assessment, risk assessment, functional assessment, and physical examination in diverse populations. The student uses a systematic method of diagnostic reasoning and clinical decision-making to establish a differential diagnosis. An overview of appropriate protocols for performing health screening and ordering, performing, and interpreting laboratory, radiographic, and other diagnostic data are included based on best practice consistent with resource allocations. Effective communication and client teaching/counseling to eliciting clients' interpretation of their health status and perceived barriers, is incorporated throughout the course so to maintain a nursing focus on patient responses to illness or the threat of illness. Effective documentation and medical record keeping are required. To begin the transformation to an advanced professional nurse, students are to start a professional journal that they are to keep throughout the program. (1 clinical credit = 50 contact credits). Prerequisite Course: Undergraduate Health Assessment course.

NUR 640C: Advanced Health Assessment**and Diagnostic Reasoning Clinical 1 credit**

Clinical requirement for Advanced Health Assessment and Diagnostic Reasoning. 1 clinical credit = 50 contact credits. Must be taken concurrently with NUR 640.

NUR 642: Advanced Physiology**and Pathophysiology****3 credits**

This web-enhanced course focuses on the advanced physiology and pathophysiology principles. This course will be used to guide the Nurse Practitioner, Clinical Nurse Specialist, and the Nursing Education student in interpreting changes in normal function that result in symptoms indicative of illness. The emphasis will be placed on the genetic, molecular, cellular, and organ system levels. Prerequisite: Undergraduate Pathophysiology

NUR 644: Advanced Pharmacology 3 credits

This course focuses on the advanced pharmacotherapy principles and practices to enable students to prescribe and monitor the effects of medications and selected herbal therapy. Emphasis is on the pharmacodynamics of clients with common, acute and chronic health problems in various stages of the life cycle in diverse populations. Evidence-based research provides the basis for selecting effective, safe but cost-efficient pharmacologic or integrative regimens. Appropriate client education as to various prescribed pharmacologic agents in incorporated. Legal requirements for prescriptive writing and dispensing authority are covered. Prerequisite: NUR 642

NUR 645: Theories and Methods of Teaching 3 credits

This course focuses on theories of teaching/, traditional, and alternative instructional strategies, and evaluation methods applicable to nursing education in the classroom and clinical setting. Strategies to enhance critical thinking are included. The course includes the development of learning activities for adult learners from diverse backgrounds.

NUR 646: Health Promotion in Advanced Practice Nursing 4 credits

(1 clinical credit = 50 contact credits)

This course focuses on the advanced health promotion strategies of the nation's priority lifestyle concerns throughout the life span as presented in the Healthy People 2010 national Health Objectives. Detailed evidence-based health promotion information and services are considered such as age, development, lifestyle, geography location, spirituality and culture. Professional and client community resources and referrals are examined. Emphasis is placed on development of the advance practice nurse-client relationship to enhance the effectiveness of client education and counseling to promote healthy lifestyle changes. The use of integrative healing (non-pharmacological) strategies in assisting clients to achieve goals of health promotion are introduced and evaluated based on evidence-based research. The course has a community-focused perspective, addressing roles in delivering care to improve the health of the entire community. Students will consider the relationship between community-public health issues and social problems as they impact the health care of their clients. Prerequisite: NUR 640

NUR 647: Instructional Development for Distance Learning 3 credits

This course emphasizes the development (or conversion) of educational programs to be delivered in an online format. Principles of curriculum development, teaching/learning theories, and implementation of evaluation strategies will be modified to the online learning environment.

NUR 648: Advance Practice Management of Common Health Care Problems across the Lifespan 4 credits

(1 clinical credit = 50 contact credits) This course concentrates on the three levels of prevention and beginning primary care management of common health care problems of individuals and their families across the life spectrum within a culturally, and spiritually diverse environment. Advanced health assessment, advance pharmacology, spirituality and advanced physiology and pathophysiology principles are integrated. Evidence-based research is utilized to develop comprehensive, cost effective, least invasive, quality health care guidelines for these common

health care problems. These guidelines are to include health promotion counseling, screening, and client education to optimize the client's health. Emphasis is placed on critical thinking, diagnostic reasoning, implementing appropriate diagnostic tests, prescribing pharmacologic and non-pharmacologic integrative healing therapies, professional interpersonal relationships, caring professional role and teaching/coaching techniques. Prerequisite: NUR 640, 642, and 644 or concurrent enrollment.

NUR 649: Curriculum Development 3 credits

This course examines professional standards as a foundation for curriculum design in nursing education in all settings. It explores the nature of traditional, nontraditional, and continuing nursing education. Topics include the role of the faculty, curriculum design; its dimensions, objectives, and dynamics. The course includes curriculum frameworks that support adult learning, competencies, and learning experiences to achieve measurable outcomes, and a model for curriculum evaluation.

NUR 650: Advance Practice Management of Acute Health Care Problems across the Lifespan 6 credits

(3 clinical credits = 150 contact credits) This course focuses on comprehensive primary care management of acute health care problems of individuals and their families across the life spectrum within a culturally diverse environment within the context of the health care delivery system. Advanced health assessment, advanced pharmacology and advanced physiology and pathophysiology principles are integrated along with spirituality concepts and advanced nursing theory. Evidence-based research is utilized to develop comprehensive, cost effective, least invasive, quality health care guidelines for these acute health care problems. These guidelines are to include health promotion counseling, client education, with appropriate screening to optimize the client's health. Emphasis is placed on critical thinking and diagnostic reasoning to guide clinical decision-making. Management of client illness includes ordering diagnostic tests, prescribing pharmacologic and non-pharmacologic integrative healing therapies, collaboration with other health professionals and community agencies, and appropriate follow-up. A professional interpersonal relationship is to be developed. Leadership opportunities in health economics and negotiating within the health care delivery system are provided. Students select from a variety of community-based settings to augment the clinical experience such as homeless shelter, alcohol detoxification center, abused children's recovery center, and AIDS, school-based, or STD clinics. Prerequisite: NUR 648

NUR 652: Advance Practice Management of Chronic Health Care Problems**across the Lifespan 7 credits**

(4 clinical credits = 200 contact credits) This course focuses on comprehensive primary care management of chronic, complex, multi-system health care problems of individuals and their families across the life spectrum within a culturally diverse environment within the context of the health care delivery system. Advanced health assessment, advanced pharmacology and advanced physiology and pathophysiology principles are integrated along with professional/legal, spirituality concepts and advanced nursing theory. Evidence-based research is utilized to develop comprehensive, cost effective, least invasive, quality health care guidelines for these chronic health care problems. These guidelines are to include health promotion counseling, client education, with appropriate screening to optimize the client's health. Emphasis is placed on critical thinking and diagnostic reasoning to guide clinical decision-making. Advanced Nursing Practice (ANP) competencies of chronic illness include ordering diagnostic tests, prescribing pharmacologic and nonpharmacologic integrative healing therapies, collaboration with other health professionals and community agencies, and appropriate follow-up. A professional interpersonal nurse-client relationship is to be achieved. Leadership components of monitoring and improving the quality of care are included. Prerequisite: NUR 650

NUR 654: Diverse Application of Advanced Practice Concepts 2 credits

This course presents practice concepts that blend the function of the clinical nurse specialist with the FNP role for a futuristic vision for integration of these roles to include assessing and addressing the needs of client populations and nursing personnel across the continuum of care. Management concepts such as case management, teaching of professionals, program planning, and evaluation, peer review, and broad-based consultation as well as marketing, business management, resource management, cost effective use of formularies, and payment for services including processing insurance claims will be included. Prerequisite: NUR 652

NUR 655: CNS I - Theoretical Foundations 3 credits

This course focuses on the theories, conceptual models and research that is the basis of CNS practice. Building on advanced practice nursing theory, students will engage in discussion of theoretical and empirical knowledge of illness and wellness, both of disease and non-disease etiologies, from the three spheres of influence, particularly the patient/client sphere. Advanced health assessment, advanced pharmacology and advanced physiology and pathology principles are integrated along with

professional/legal, and spirituality concepts. Content will include:

- Theoretical foundations of CNS practice.
- Phenomena of nursing concern, integrating health promotion.
- Design and development of innovative nursing interventions.
- Clinical inquiry/critical thinking using advanced knowledge.
- Consultation, teaching and coaching with focus on the individual/family/groups
- Measurement, outcome evaluation, including cost-effectiveness and evidence-based research focused on the patient/client sphere.

Co-requisite: NUR 655C

NUR 655C: CNS I - Theoretical Foundations Clinical 2 credits

The clinical experience will take place in the student's chosen specialty area and integrate, within the specialty setting, the concepts covered in the theory portion of the course. (2 clinical credits = 100 contact credits) Co-requisite: NUR 655

NUR 657: CNS II - Influence Change in Health Care Systems 6 credits

This course focuses on the essential characteristics and competencies of the CNS, exploring the CNS roles of clinical leader, collaborator, change agent, consultant, educator and researcher. The student will discover how utilizing those roles, a CNS can influence the quality of care within healthcare systems. The course builds on the patient/client sphere of influence focusing on the broader nurse/nursing practice and organizational/systems spheres of influence. Content will include:

- Influencing change.
- Systems thinking.
- Leadership for multidisciplinary collaboration.
- Consultation, teaching and coaching focused on groups.
- Measurement, outcome evaluation including cost effectiveness, and evidence-based research focused on the group/organization.
- Technology, products and devices development/evaluation.
- The clinical experience will take place in the student's chosen specialty area and the above concepts will be integrated in that specialty setting.

Prerequisite: NUR 655

NUR 660: CNS Internship/Teaching Practicum 4 credits

(4 clinical credits = 200 contact credits) The CNS with education focus will complete a culminating practicum experience that combines the experiences for NUR 663 CNS Internship and NUR 665 Teaching Practicum.

NUR 661: Advanced Practice Clinical Practicum 2 credits

(3 clinical credits = 150 contact credits) A culminating practicum experience, completed in person with a preceptor, to provide comprehensive health care to diverse clients across the life span. This clinical practice will afford the student opportunity to refine their clinical decision management of common, acute and chronic health problems. The course includes the application of clinical nurse specialist concepts such as case management, teaching of professionals, peer reviews, cost effective use of formularies, coding for reimbursement. Online case study discussions analyzed by evidence-based practice guidelines using the SOAP format are required.

NUR 663: CNS Internship 4 credits

(4 clinical credits = 200 contact credits) A culminating practicum experience, completed in person with a preceptor, provide experiences in the three spheres of influence of CNS practice-patient/client, nurses and nursing practice and organization/system within their specialty area. This clinical practice will afford the student opportunity to refine their clinical decision-making skills in differential illness diagnoses and treatments that require nursing interventions, to develop their CNS roles of clinical expert, leader, collaborator, consultant, educator, researcher and change agent and to explore how their professional attributes, ethical conduct and professional citizenship are integrated in CNS practice to affect outcomes within the spheres. The course includes the application of the core content specific to CNS practice identified in the CNSI and CNSII courses. Online case study discussions analyzed by evidence-based practice guidelines are utilized. Impact of the student CNS on nursing practice and system level outcomes are identified. Prerequisite: NUR 657 CNS II

NUR 665: Teaching Practicum 4 credits

(4 clinical credits = 200 contact credits) A culminating practicum experience, completed in person with a nurse educator preceptor in a selected setting. This clinical practice will afford students the opportunity to refine educational expertise in the areas of assessment of learning needs, program/curriculum planning, implementation, and evaluation. The course includes needs of the adult learner, alternative learning methods including distance learning, and budget planning. Prerequisites: NUR 645; NUR 647; and NUR 649

Physical Education (PED)

PED 103: Varsity Athletics—Fall/Winter 1 credit

For athletes who compete on varsity intercollegiate athletic teams at Grand Canyon University. Each athlete may receive credit for this course once only.

PED 104: Varsity Athletics—Spring 1 credit

For athletes who compete on varsity intercollegiate athletic teams at Grand Canyon University. Each athlete may receive credit for this course once only.

PED 121A: Weightlifting and Fitness 1 credit

Instruction and practice in the skills and strategies of the sport. Activity selection is based on facility availability, instructor preference, and student input.

PED 195: Lifetime Wellness 2 credits

An introductory course in exercise and wellness. Emphasis is placed on the acquisition of knowledge about what fitness entails, self-evaluation of student's present fitness needs, and developing a personalized fitness program. Required of all majors and minors.

PED 246^A: Instructional Strategies in Physical Education 3 credits

A course designed to prepare future physical education teachers, fitness instructors, and recreational leaders in the skills necessary to present physical education activities to groups. Included will be the development of lesson plans, course goals, and performance objectives that can be applied to the presentation of any skill or activity. A Writing-Intensive course. Prerequisite: Must be a Health, Exercise Science, and Physical Education major or minor.

PED 252: Teaching of Team Sports I 2 credits

Practice and skills in the sports of soccer, touch football, and team handball for majors and minors. Includes lesson plans, teaching techniques, evaluation, and proficiency in skills. Three credits per week. Prerequisite: PED 246 (may be taken concurrently).

PED 262: Teaching of Team Sports II 2 credits

Practice and skills in the sports of basketball, volleyball and softball for majors and minors. Includes lesson planning, teaching techniques, evaluation, and proficiency in skills. Three credits per week. Prerequisite: PED 246 (may be taken concurrently).

PED 282: Teaching Individual Activities I 2 credits

Practice and skills in the activities of badminton and tennis are covered in this course for majors and minors. Includes lesson planning, teaching procedures, evaluation, and proficiency in skills.

Three credits per week. Prerequisite: PED 246 (may be taken concurrently).

PED 292: Teaching of Individual Sports II 2 credits

Instruction in the theoretical and practical aspects of flexibility, stretching, and weight training activities. Includes lesson planning, teaching techniques, evaluation and proficiency in skills. Prerequisites: PED 195 and PED 246 (may be taken concurrently).

PED 323: Athletic Coaching: Baseball 3 credits

A study of the fundamentals, drill habits, team organization, offensive and defensive play, and coaching philosophy of baseball.

PED 333: Athletic Coaching: Basketball 3 credits

A study of the fundamentals, drill habits, team organization, offensive and defensive play, and coaching philosophy in basketball.

PED 334: Athletic Coaching: Volleyball and Softball 3 credits

A study of the fundamental skills of volleyball and softball, and how each of these skills can be presented and effectively evaluated. Further study includes the dynamics of team structure, practice organization, conditioning, and coaching philosophy for these sports.

PED 363: Physical Education for the Exceptional Child 3 credits

A course designed to develop methods and techniques of teaching the exceptional child in motor activities. Emphasis is also placed on the activities and programs to be included in the curriculum. Prerequisite: PED 246 (may be taken concurrently).

PED 403: Physical Education for the Elementary Grades 3 credits

A study of the development of a program of physical activities adapted to the school situation and to the individual needs of the child. Prerequisites: PED 383 and four credits of Professional Activities.

PED 413: Physical Education for the Secondary School 3 credits

Designed for individuals who plan to teach at the middle or high school level. Topics include classification of students, organization of classes, choice and selection of appropriate activities and materials, progression, and testing. Prerequisites: EXS 383 and four credits of Professional Activities.

PED 423: Organization and Administration of Physical Education and Athletics 3 credits

Also HLT 423 and REC 423. This course deals with administrative tasks and techniques for use in departments of physical education, athletics, and fitness or exercise centers. Topics include budget and

finance; organizing tournaments; and business, administrative, and ethical decision-making in the exercise science setting. Designed for majors in exercise science. Prerequisite: PED 413 or instructor's approval.

PED 433: Theory of Coaching 3 credits

This course addresses the role of the coach in developing players beyond the basic skills of playing the game. It focuses on the Christian approach to coaching, intramural coaching, coaching styles, counseling athletes, and coaching under stress. This course applies to all coaching endeavors. Prerequisite: One athletic coaching class.

PED 496: Special Topics/Sports Medicine 2 credits

An examination of current issues, topics, and trends in the field of physical education. See Department Chair for specific information. Prerequisites: PED 246 and instructor's approval.

PED 497: Internship in Physical Education 1-5 credits

The internship provides an opportunity for students to practice principles learned in their functional area by working in an outside organization under the supervision of a practitioner. See Department Chair for specific information. Prerequisite: Instructor's approval.

PED 499: Independent Study 1-4 credits

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Philosophy (PHI)

PHI 101: Introduction to Philosophy 3 credits

An introduction to the discipline of philosophy through a study of representative philosophic problems. Topics to be considered include: What can be known with certainty? What makes actions right? Are our choices free? Can God's existence be proved?

PHI 215: Introduction to Logic 3 credits

A study of the principles of correct reasoning with emphasis on distinguishing between good and bad arguments of various types.

PHI 222: Foundations of Critical Thinking 3 credits

This course seeks to build the foundations of reasoned and creative thinking through problem solving and analytical building of a "life philosophy."

It is a study in applied verbal logic and ethical belief systems that stresses constructive argument.

PHI 225: Introduction to Ethics 3 credits

An introductory study of some of the central concepts, procedures, and issues in the field of ethics, focusing on the nature of ethical thinking and how it applies to particular judgments about actions, character, and values. Topics to be considered include ethical relativism, morality and self-interest, the basis of mortal obligation, moral virtues and vices, and the relevance of religious beliefs to morality.

PHI 303 A: Philosophy of Education 3 credits

A study of the historical, philosophical, and sociological influences that have shaped American education, the issues faced by educators today, and the challenges for the future that await persons now entering the teaching profession. The course is designed for students who have already committed themselves to a career in education or are exploring a career in education. Includes a first phase observation in the K-12 classroom. A Writing-Intensive course. Prerequisite: Sophomore status.

PHI 318: Faith and Reason 3 credits

An examination of the reasonableness of religious beliefs, especially beliefs, which are central to the Christian Faith. Topics include arguments for the existence of God, religious experience, the problem of evil, miracles, religious language, and life after death. Prerequisite: PHI 101.

PHI 322: Case Studies 3 credits

Course description was not available at press time.

PHI 329: Biomedical Ethics 3 credits

A study of the application of moral concepts and principles to issues arising in the health care professions. Topics include role conflicts, paternalism, truth telling, informed consent, human experimentation, abortion, euthanasia and the allocation of scarce resources.

PHI 351: Christian Apologetics 3 credits

The course is designed to evaluate the various methodological approaches to the defense of the Christian faith. It examines and encourages the formulation of a reasoned defense in response to religious, historical or scientific objections to the Christian faith from a post-modern worldview.

PHI 463: World Religions 3 credits

A study of the major contemporary religions of the world including both historical background and development, and current beliefs and practice with emphasis on basic religions: Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shinto, Zoroastrianism, Judaism, Islam, and Baha'i.

PHI 475: Christianity and the Legal Profession 3 credits

Course description was not available at press time.

Physics (PHY)

PHY 101: Introduction to Physical Science 3 credits

A survey of physical science emphasizing applications of physical science to modern life. Co-requisites: PHY 101L and PHY 101R

PHY 101L: Introduction to Physical Science: Laboratory 1 credit

A laboratory course designed to complement the physical principles covered in the PHY 101 lecture. Co-requisites: PHY 101 and PHY 101R

PHY 107: Astronomy 3 credits

A study of the principles and history of astronomy, the cosmos, the solar system, and celestial phenomena. Appropriate as an elective for non-science majors; designed to develop an appreciation and understanding of the natural laws of the universe. Co-requisite: PHY 107L

PHY 107L: Astronomy: Laboratory 1 credit

A laboratory course designed to complement the topics covered in the PHY 107 lecture. Co-requisites: PHY 107

PHY 111: General Physics I 3 credits

Survey of physical principles and concepts using mathematical descriptions based on algebra and trigonometry. Topics covered include force and motion, physical properties of materials, and thermodynamics. Prerequisites: PHY 101 and MAT 121, or instructor's approval. Co-requisites: PHY 111L and PHY 111R. MAT 122 highly recommended.

PHY 111L: General Physics I: Laboratory 1 credit

Laboratory experiments demonstrating the physical principles in the PHY 111 lecture. Co-requisites: PHY 111 and PHY 111R

PHY 112: General Physics II 3 credits

Continuation of PHY 111. Topics covered include wave motion, electrostatics, optics, and magnetism. Prerequisite: PHY 111. Co-requisites: PHY 112L and PHY 112R

PHY 112L: General Physics II: Laboratory 1 credit

Laboratory experiments demonstrating the physical principles in the PHY 112 lecture. Co-requisites: PHY 112 and PHY 112R

PHY 115: University Physics I 3 credits

Rigorous treatment of physical principles and concepts using mathematical descriptions based on calculus. Topics covered include mechanics,

thermodynamics, and wave motion. Prerequisite: MAT 271. Co-requisites: PHY115L and PHY 115R

PHY 115L: University Physics I: Laboratory 1 credit

Laboratory experiments demonstrating the physical principles in the PHY 115 lecture. Co-requisites: PHY 115 and PHY 115R

PHY 116: University Physics II 3 credits

Continuation of PHY 115. Topics covered include electromagnetism, optics, and quantum theory. Prerequisite: PHY 115. Co-requisites: PHY 116L and PHY 116R

PHY 116L: University Physics II: Laboratory 1 credit

Laboratory experiments demonstrating the physical principles in the PHY 116 lecture. Co-requisites: PHY 116 and PHY 116R

Political Science (POS)

POS 100: Introduction to Political Science (Politics, Power and the Individual) 3 credits

Reflection and analysis of basic questions: What is politics? How do institutions of our body politic affect the individual? How does the individual impact the "Goliath" that is government? More theoretical than Federal Government, and more practical than Political Thought.

POS 252: Federal Government 2 credits

A survey of American government. Meets the teacher certification requirement for American Government.

POS 262: Arizona Government 1 credit

A survey of Arizona History and Government. Meets the teacher certification requirement for Arizona Government.

POS 296: Social Research 3 credits

Also JUS 296 and SOC 296. An exploration of the various methods used by social scientists to find answers to the questions posed by their subject matter. Includes basic terminology, concepts and practice using methods such as surveys, experiments, field research, and evaluation, as well as some unobtrusive methods. Prerequisite: SOC 101.

POS 300: Arizona/Federal Government 3 credits

A survey of Arizona History and Government, as well as American government. Meets the teacher certification requirement for Arizona Government and American government.

POS 323: International Relations 3 credits

A study of the history of international politics, contemporary world power structure, and

international law and organization. Prerequisite: POS 100 or six (6) credits of history.

POS 344A: Political Thought 3 credits

Consideration of major political thinkers and thoughts from classical to modern times, gleaned from primary and secondary sources. The student will explore and critique belief systems such as socialism and libertarianism, and specific concepts such as freedom, rights, democracy, and communitarianism. Prerequisite: POS 100.

POS 363: Introduction to Probability and Statistics 3 credits

Also JUS 363, PSY 363, and SOC 363. A study of elementary theories of probability, distribution, and testing of statistical hypotheses. Practical experience is provided in the application of statistical methods. Prerequisite: MAT 120 or equivalent.

POS 370 A: Politics, Religion, and Ethics 3 credits

Integration of political premises within an ethical framework, generally, and with Christian principles, specifically. The student will also study the outcome of approaching the workings of government with other religious beliefs or their absence. Among the topics: Must a Christian obey the government? Should we support the welfare state or moral-based laws? Can a Christian be a politician? A Writing-Intensive course. Prerequisite: POS 100 or instructor's approval.

POS 380: Comparative Governments 3 credits

Analysis of selected foreign governments, chosen for their differences in representative form, geographic and cultural distinctions, and maturity. The student will identify strengths and weaknesses, and discuss the relative moral worth of the paradigm between the state and the individual within each system. Prerequisite: POS 100.

POS 416: American Diplomatic History 3 credits

Also HIS 416. The diplomatic history of the United States from independence to the present. A major emphasis is given to United States diplomacy and foreign policy since World War I. Prerequisite: Six (6) credits of history and/or political science, or instructor's approval.

POS 417: Constitutional History of the United States 3 credits

A study of the origin, development, interpretations, and amendments to the United States Constitution. Special emphasis is given to the interpretation of the Constitution by the courts. Prerequisites: Six (6) credits of history or political science, or instructor's approval.

POS 497: Internship **4 credits**

Placement of student in a public policy, party, campaign, or other related agency or organization to further the student's integration of theory with practice. Prerequisite: Junior or senior status, and 15 credits of Political Science courses.

POS 498Δ: Advanced Topics: Political Science **3 credits**

An in-depth study of chosen topics such as Political Parties and Ideologies, Campaigns and Elections, Public Policy and Propaganda, and Issues of Death in Politics and Justice. A Writing-Intensive course. Prerequisite: Instructor's approval.

POS 499: Independent Study **1–4 credits**

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Public Safety Administration (PSA)

PSA 329^A: Public Safety Seminar **3 credits**

An initial required, interdisciplinary course in the Public Safety Administration program is structured to offer tools to maximize academic learning performance throughout the program. The content of this course offers on-campus and online strategies, effectively organizes the academic degree plan, assesses prior learning, and presents research methodologies by linking professional and academic experiences.

PSA 330: Group Dynamics **3 credits**

This course examines how group behavior affects organizational effectiveness, decision-making, conflict resolution, and strategies for efficient group and task management within the public safety sector.

PSA 332: Political and Legal Systems **3 credits**

Students will analyze and apply the legal system's model for understanding governmental, legal, and operational problems via the application of systems theory.

PSA 337: Psychology of Professional Development **3 credits**

This course provides an introduction to concepts related to human personality development, a review of theoretical positions underlying personality, and an examination of factors contributing to both normal and abnormal personality characteristics. It also

establishes a basis of perspective for analyzing and understanding human behavior.

PSA 350: Managerial Communications **3 credits**

This course examines personal and professional relationships through the use of effective verbal and non-verbal skills.

PSA 351: Public Safety and the Community **3 credits**

This course examines the human and community services, in particular, law enforcement, fire protection, and emergency medical services, from theoretical and practical positions. A major focus will be the underlying philosophies, values, mission, planning, and development of programs and systems, as well as evaluating and altering them. The process of anticipating current and future challenges and the impacts of public policy, public opinion, and customer dynamics will also be explored.

PSA 360: Information Technology and Systems **3 credits**

This course focuses on the organizational, management, and technology dimensions of information systems. Although many technologies are covered, it is not intended to be a technology class.

PSA 433^A: Research Methodology **3 credits**

This course helps students identify problems, review related literature, collect data, and measure objectives in the public safety environment. Students will apply analytical skills to public safety related research projects. A Writing-Intensive course.

PSA 435: Strategic Planning **3 credits**

This course deals with the fundamentals and application of strategic analysis and planning in public safety.

PSA 438: Human Resource Management **3 credits**

This course explores values and perceptions of groups that affect recruiting, training, retention, evaluation, and current legal issues in human resources.

PSA 439: Leadership in Public Safety **3 credits**

This course focuses on motivation theory relating to individual and group functioning in public safety organizations. Leadership styles and their impact on performance are examined.

PSA 440: Ethics in Public Safety **3 credits**

This course explores case issues and philosophies as they relate to accountability in the public safety environment.

PSA 460: Project Management **3 credits**

This course addresses basic concepts in project management, emphasizing a balance between the

technical aspects of project work. Topics include the emerging importance of project management, tools, and techniques to plan and schedule projects, the manager's role in coordinating projects, and how managers need to be aware of cultural influences.

PSA 490: Organizational Development and Change 3 credits

The course provides an overview of approaches to organizational development with emphasis on the practical aspects of changing public safety organizations to improve effectiveness.

PSA 495: Public Safety Capstone 3 credits

This course provides a structured way to organize facts, information, and ideas from the academic major. Theoretical concepts from the major will be discussed by critically analyzing and evaluating ideas relating to a practical application process. Students will examine concepts of faith, belief systems, and sets of values and examine moral and ethical issues, including responsibility to individuals and communities.

Psychology (PSY)

PSY 101: General Psychology 3 credits

A foundation course in the science of behavior. Includes a study of the origin and development of behavior patterns, motivation, emotional behavior sensory functions, perception, intelligent behavior, and adjustment. Simple experiments constitute a basic part of the course.

PSY 253: Personality Development 3 credits

An analysis of personal behavior and its development in the life of an individual. Topics include motivation, coping with stress, interpersonal relationships, and personal growth and change. Prerequisite: PSY 101.

PSY 315: Personality Psychology 3 credits

A study of the nature and causal determinants of human behavior, including the definition and scientific measurement of personality. Theories studied will include the psychodynamic, neo-Freudian, trait and factor, cognitive, and behavioral theories. The Christian perspective on the nature of human personality will also be explored. Prerequisite: PSY 101.

PSY 324: Learning and Cognition 3 credits

The study of theoretical and empirical problems of human learning and cognitive behavior. The nature of learning processes, transfer memory, information processing, concept attainment, and problem solving will be explored. Prerequisite: PSY 101.

PSY 327: Physiological Psychology 3 credits

A course emphasizing the relationship between brain and behavior. Role of genetic, neural, hormonal physiological processes in sensation, perception, motivation, and learning will be discussed within the

context of recent research. Prerequisite: PSY 101, BIO 101 or BIO 181.

PSY 333: Psychology of Religion 3 credits

Designed to help the student understand and relate to the mental processes involved in individual religious experience. Special attention is given to the conversion experience, religious motivation, and the impact of group dynamics. Prerequisite: PSY 101.

PSY 341: Lifespan Development 3 credits

A course in developmental psychology with an emphasis on the physical, social, cognitive, personality, and moral developments within an individual. The course is designed to provide an understanding of the transitions of life from conception to death. May not be taken with prior credit in Child Psychology (PSY 353). Prerequisite: PSY 101.

PSY 350Δ: Social Psychology 3 credits

Also SOC 350. A study of social and group factors affecting individual behavior. Attention is given to the development of attitudes, leadership roles, group thinking, sources of conflict, effects of competition and cooperation, analysis and evaluation of propaganda techniques, and the influence of mass communication on social awareness and control. A Writing-Intensive course. Prerequisite: PSY 101 or SOC 101.

PSY 353: Child Psychology 3 credits

An analysis of infant behavior. A study of the motor and emotional development of children; motivation, thinking, work, and play in child life; and the synthesis and integration of personality. May not be taken with prior credit in Lifespan Development (PSY 341). Prerequisite: PSY 101.

PSY 363: Introduction to Probability and Statistics 3 credits

Also JUS 363, POS 363, and SOC 363. A study of elementary theories of probability, distribution, and testing of statistical hypotheses. Practical experience is provided in the application of statistical methods. Prerequisite: MAT 120 or equivalent.

PSY 373: Adolescent Psychology 3 credits

An examination of the meaning and significance of adolescence; physical, cognitive, moral, and religious development; and the guidance and control of adolescent behavior. Prerequisite: PSY 101.

PSY 385: Human Sexuality 3 credits

Also SOC 385. Taught from a Christian perspective, this course focuses on the areas of human sexual development across the life span, physical unity in marriage, pregnancy and childbirth, common problems in sexual behavior, and sexual values and ethics.

PSY 401: Psychology of Death and Dying 3 credits

A study of the process of grief and dying. The psychological adjustments of the individual family and professional are examined. The student examines his or her own attitudes, values, and beliefs pertaining to death and dying.

PSY 414Δ: History and Systems of Psychology 3 credits

A study of the origins, developments, influences, changes, and current systems of thought and experimentation in psychology. A Writing-Intensive course. Prerequisites: PSY 101 and senior status.

PSY 430: Industrial Psychology 3 credits

The application of social and organizational psychological methods and principles to business and industry. Topics to be covered include human behavior at work, personnel selection and evaluation, motivation and job satisfaction, management philosophies, employee-management relationships, job evaluation, work and equipment design, working conditions, accident and human errors, and consumer psychology. Prerequisite: PSY 101.

PSY 443: Fundamentals of Counseling and Guidance 3 credits

Designed for teachers, ministers, business persons, industrial workers, or workers in sociology. Emphasis is placed on the proper use of psychology as a tool for guidance by persons in various occupations. Prerequisite: PSY 101.

PSY 450: Experimental Psychology 4 credits

A laboratory course emphasizing both the theoretical and applied aspects of experimental design and research methodology. A variety of experiments will be performed in such areas as learning, motivation, and perception. Prerequisites: Foundation courses and PSY 363.

PSY 466: Abnormal Psychology 3 credits

Designed to help students to understand mental illness and to prevent mental illness by a better awareness of the emotional, functional, and physiological factors influencing mental health. Prerequisite: PSY 101.

PSY 490: Senior Seminar: Psychology through the Eyes of Faith 3 credits

The integration of psychological learning, focusing on its relevance to graduate schools and related careers in psychology. Particular focus will be given to how a Christian perspective impacts the type of questions posed in the discipline. Prerequisites: Senior status and Psychology major.

PSY 497: Internship in Psychology 1-4 credits

The student is placed with an agency or organization in the community to gain practical insights and experience to complement their classroom learning. Every effort is made to place students in a setting corresponding to their interests or career goals. May be repeated for credit. Prerequisites: Instructor's approval and 12 credits of Psychology.

PSY 498: Advanced Topics in Psychology 3 credits

Topics of interest to psychologists but not covered in depth in other courses will be considered. Examples of topics include Motivation and Emotion, Psychology of Death and Dying, Psychology of Humor, Psychological Testing, Sensation and Perception, Health Psychology, and Developmental Psychopathology. Prerequisite: PSY 101 or instructor's approval.

PSY 499: Independent Study 1-4 credits

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Reading Education (RDG)

RDG 509: Reading: Foundation and Framework 3 credits

This course will examine the past trends in reading instruction in America and will address the effects of historical studies that impacted the evolution of reading instruction over the past half century. Attention will be focused on determining the core findings of important research studies and applying that knowledge to the reading profession. The national standards for the International Reading Association will be discussed as well, with the student ultimately creating an electronic portfolio based on those standards. This course meets the following professional standards for educators: IRA (1.1, 1.2, 1.3, 1.4, 5.2) and NBPTS (2, 4, 5).

RDG 510: Curriculum and Instruction 3 credits

The role of the teacher is to create meaningful learning experiences for the student. This course provides in-depth study of brain-compatible learning experiences. Course participants will learn about designing curriculum units and differentiating instruction for all students. Participants will use the skills associated with backward design, brain theory, and other learning theory principles. Additionally, participants will put into practice the skills of curriculum mapping and practical methods for

differentiating learning in order to design a curriculum unit for a subject and grade level. The use of technology will be integrated. This course meets the national standards for the professional teacher competencies set by the International Reading Association (IRA). The IRA Standards addressed in this course are 1.1, 2.1, 2.2, and 2.3.

RDG 515: Children, Adolescents, and Learning **3 credits**

This course combines a study of learning (including both cognitive and behavioral perspectives), human development (childhood through adolescence), and assessment (traditional and performance; teacher-made and standardized). Course participants will apply course information practically to reading instruction.. This course meets the following International Reading Association (IRA) Standards: 2, 3, and 5.

RDG 521: Developmental and Corrective Reading Process **3 credits**

The purpose of this course is to introduce participants to the barriers that prohibit students from learning to read. The course will provide participants with a working knowledge of common reading difficulties. Participants will be provided with informal diagnostic tools to diagnose common reading problems. Research-based intervention programs and guidelines for accessing appropriate resources to provide instructional support for students with reading difficulties will also be discussed. This course meets the following International Reading Association (IRA) Standards: 1.1, 1.2, 1.3, 2.2, 2.3, 3.1, and 3.2.

RDG 525: Literacy in a Multicultural Society **3 credits**

Educators must be more effective in relating to persons of various cultures, promoting multicultural understanding, and facilitating maximal learning and personal development for all. This course is designed to develop understanding and appreciation of cultural differences (including values, attitudes, behaviors, abilities, and learning styles) present in both the general public and schools. Both theoretical constructs and practical applications of literacy in a multicultural society are emphasized. This course meets the following International Reading Association (IRA) Standards: 1.1, 5.1, and 5.4.

RDG 535: Descriptive Linguistics and Phonics **3 credits**

Classroom demographics in American schools are rapidly changing. Teachers are experiencing a growing need to familiarize themselves with the structure and use of the English language in order to respond to the increasing linguistic diversity in schools. As more schools focus on reading and writing across the curriculum, teachers of all disciplines need to become proficient at analyzing students' linguistic abilities and developing content-

specific strategies to ensure success in the classroom. This course provides foundational knowledge related to linguistic principles of the English language – the basics of phonetics, phonology, morphology, and syntax – while addressing the issues related to the usage of standard and non-standard varieties of English. This course meets the following International Reading Association (IRA) Standards: 1.1, 1.3, 2.2, 2.3, 3.1, 3.2, and 3.4.

RDG 540: Research Techniques and Procedures **3 credits**

This course is designed to facilitate the development of research knowledge and skills in the education profession. The course will provide participants with a foundation for data-driven decision-making, change, and improvement. Course participants will conduct action research related to their job roles and evaluate and interpret research literature. Students will evaluate theory, techniques, and design of scientific research. This course meets the International Reading Association Standards 1.2, 3.1, and 3.3, and the National Board of Professional Teaching Standards, proposition #4.

RDG 545: Foundations, Cognition, and Literature **3 credits**

The course focuses on using literature within a complete developmental literacy program from the emergent stage to the adult proficiency level. Particular emphasis will be dedicated to the various genres that exist within the literature spectrum and how to utilize the different genres in order to meet specific instructional needs and literacy goals. Knowledge and skills will be developed to assist the student with applying the components of balanced literature-based literacy programs within their classroom or school setting. This course meets the following professional standards for educators: IRA (1.1, 1.2, 1.3, 2.2, 2.3, 4.1, 4.2, 5.3) and NBPTS (1, 2, 3, 4).

RDG 580: Practicum/Internship in Reading Instructional Strategies **3 credits**

This course provides an in-depth study of the International Reading Association Standards by examining research-based approaches linking assessment and instruction. Teachers will learn to use a wide range of formal and informal assessment tools and methods to diagnose and assess reading and writing development, instruction, and assessment. Students will develop individual case studies. This course meets the following International Reading Association (IRA) Standards: 1.3, 1.4, 2.2, 3.1, 3.2, and 3.4.

RDG 583: Teaching Reading in the Content Areas **3 credits**

This course links reading skills across the curriculum through the use of instructional strategies and

assessments. The use of textbooks, trade books, and electronic texts are explored with a focus on strategies that are relevant in every content area. This course meets the following International Reading Association (IRA) Standards: 1.1, 2.2, 2.3, 3.3, 4.1, 4.2, 5.1, 5.2, 5.3, and 5.4.

Recreation (REC)

REC 203: Introduction to Recreation 3 credits

A course designed to introduce the student to the philosophy and early development of recreation in America. It also examines the role and status of the varied agencies engaged in recreation programs.

REC 213: Recreational Leadership 3 credits

Designed to acquaint the student with the current trends and practices in professional recreation leadership development. Students will examine leadership concepts, group dynamics, management, and problem-solving as related to recreation. Special event planning and operation of sports leagues will be explored. Prerequisite: REC 203.

REC 215: Recreational Programming 3 credits

Games, contests, crafts, music, drama, social recreation for home and school, and community leisure time will be discussed. Students will gain experience in teaching activities and event planning.

REC 313: Outdoor Recreation 3 credits

A course designed to acquaint the student with the knowledge and experience of outdoor living and outdoor leadership skills. Camping, backpacking, and desert survival will be explored.

REC 423: Recreation Administration and Supervision 3 credits

Also HLT 423 and PED 423. A study of the supervisory and administrative techniques to be used in the recreation profession. Staff and volunteer supervision, policy development, public and community relations, and management theories will be examined. Prerequisites: REC 203 and REC 213 or instructor's approval.

REC 424: Recreation Facility Management 3 credits

A study of financing, marketing, and legal issues concerning the management of recreation and park facilities. Coursework will include a study of bonds, risk management, and the pricing structures of recreational facilities. Prerequisite: REC 213 or instructor's approval.

REC 425^A: Recreation for Special Populations 3 credits

A course designed to develop methods and techniques of leading therapeutic recreation activities

in institutions. A Writing-Intensive course.

Prerequisites: REC 203 and REC 213 or REC 215.

REC 497: Internship in Recreation 1-10 credits

The student is assigned to an approved recreational facility to serve as a leader or assistant leader under the supervision of a recreation employee for a specified number of credits. Periodic conferences and evaluations are scheduled with the supervising teacher. Prerequisite: REC 423.

Research (RES)

RES 615: Applied Research Development in Information Security 3 credits

This course introduces students to the process of applied research proposal development. Students write and present a research proposal to evaluate the effectiveness of an information security best practice selected from one of the ten domains of the CBK.

RES 616: Qualitative and Quantitative Analysis 3 credits

In this course, students evaluate qualitative and quantitative methods of data analysis for solving information assurance problems and conducting information security-related field research.

Secondary Education (SED)

SED 442: Secondary Methods 3 credits

This course is designed to help teachers and prospective teachers of young adults find their own teaching styles and recognize the different learning styles of their students in order to make appropriate decisions about all aspects of the teaching act. Emphasis is given to teaching methodology that encourages problem-solving, active participation, and assessment. Prerequisites: EDU 303, and EDU 313 (may be taken concurrently); EDU 363 is recommended.

SED 443: Secondary Curriculum Development and Assessment 3 credits

In this study of secondary school curriculum development, major emphasis is given to planning instructional objectives and lessons, assessing objectives, and developing a model curriculum. Prerequisites: Admittance to the Teacher Education Program, PSY 373, EDU 303, EDU 313, SED 442; SED 443 and SED 462 may be taken concurrently.

SED 452: Learning Strategies Secondary School 3 credits

Taken concurrently with SED 462, this course is designed to assist pre-service and in-service teachers in developing a broad range of reading (to include decoding), teaching, and learning strategies to effectively enhance the learning of middle and secondary school students. A major emphasis is

given to utilization of these strategies in the midst of today's socially and culturally diverse classrooms. Prerequisites: EDU 303. Co-requisite: must be taken concurrently with SED 462.

SED 462: Secondary Practicum 3 credits

Taken concurrently with SED 452. this is a school-centered experience designed to provide prospective teachers with intensive involvement in a middle or secondary school with students and classroom teachers. May be taken concurrently with SED 442/542c. Prerequisites: EDU 303. Co-requisite: must be taken concurrently with SED 452.

SED 480: Student Teaching: Secondary School 12 credits

The semester includes seminars in classroom management, assessment and professional preparation, and curriculum development. The student is assigned to an approved school to serve as a student teacher for a semester under the supervision of an experienced teacher. Prerequisites: Admittance to the College of Education, completion of all secondary education coursework, senior status.

SED 542: Secondary Theory and Methods 3 credits

This course is designed to foster application of proven teaching and learning methodologies for both instructor and student in order to make appropriate decisions about all aspects of teaching. Major emphasis is given to planning instructional objectives and lessons, assessing objectives, and developing teaching methodology that encourages problem-solving, active participation, and assessment.

SED 552: Reading Strategies for Middle and Secondary Schools 3 credits

This course is designed to develop a broad range of research-based reading methodologies to enhance the learning strategies of middle and secondary school students. A major emphasis is given to the use of reading strategies for culturally and socially diverse classrooms including the use of literature in all content areas. The development and use of integrated and thematic approaches of instruction are addressed. Students are expected to observe and assist in a 7-12 classroom while taking this course.

SED 580a: Student Teaching Internship: Secondary I 6 credits

Students are required to fulfill an eight-week internship experience in a classroom with a certified teacher. This course must be taken immediately preceding SED 580b Secondary II Student Teaching.

SED 580b: Student Teaching Internship: Secondary II 6 credits

Students are required to fulfill an eight-week internship experience in a classroom with a certified teacher. This course must be taken immediately following SED 580a Secondary I Student Teaching.

Sociology (SOC)

SOC 101: Introduction to Sociology 3 credits

A general overview of the concepts, theories, and methods used by sociologists to describe and explain the effects of social structure on human behavior. Course stresses development of the sociological perspective in everyday life.

SOC 270: Contemporary American Families 3 credits

A survey of the important trends and issues facing families today. Emphasis is placed on establishing the existence and dimensions of the trends and analysis of the impact of these trends on individuals, couples, children and larger society. Legislative and political efforts to impact these trends will also be considered.

SOC 296: Social Research 3 credits

Also JUS 296 and POS 296. An exploration of the various methods used by social scientists to find answers to the questions posed by their subject matter. Includes basic terminology, concepts and practice using methods such as surveys, experiments, field research, and evaluation research, as well as some unobtrusive methods. Prerequisite: SOC 101.

SOC 313: Cultural Anthropology 3 credits

A study of the variety of cultures that have developed in human society. Attention is given to preliterate peoples in comparison with our own and other cultures. The origin and development of the cultures, their technologies, economies, social organizations, and beliefs are surveyed. Prerequisite: SOC 101.

SOC 333: Marriage and the Family 3 credits

Designed as a practical look at the subject with emphasis on understanding and applying the sociological research on marriage and family life to the student's present and future life. Cross-cultural and historical information is also presented. Prerequisite: SOC 101 or instructor's approval.

SOC 341: Social Problems 3 credits

A survey of the various issues and problems faced by contemporary American society including crime, drug abuse, sexual variance, poverty, overpopulation, and family relations. Emphasis is placed upon how these problems arise from and are perpetuated by our modern social structure. Prerequisite: SOC 101.

SOC 350A: Social Psychology 3 credits

Also PSY 350. A study of social and group factors affecting individual behavior. Attention is given to the development of attitudes, leadership roles, group thinking, sources of conflict, effects of competition and cooperation, analysis and evaluation of propaganda techniques, and the influence of mass communication on social awareness and control. A

Writing-Intensive course. Prerequisite: PSY 101 or SOC 101.

SOC 353: Urban Sociology 3 credits

An analysis of the evolution of the city, emphasizing the similarities and differences between cities of the past and cities today. An overview of major urban theorists is used to examine the experience of living in cities today, especially our definition and response to urban problems. Prerequisite: SOC 101.

SOC 363: Introduction to Probability and Statistics 3 credits

Also JUS 363, POS 363, and PSY 363. A study of elementary theories of probability, distribution, and testing of statistical hypotheses. Practical experience is provided in the application of statistical methods. Prerequisite: MAT 120 or equivalent.

SOC 383: Drug Abuse and Behavior 3 credits

Also BIO 383 and HLT 383. An exploration of the problems of drug abuse and approaches toward solutions of those problems. Topics include pharmacology and epidemiology of drug use; psychological, legal, social, and cultural implications and principles of program planning. Prerequisite: SOC 341 or instructor's approval.

SOC 385: Human Sexuality 3 credits

Also PSY 385. Taught from a Christian perspective, this course focuses on the areas of human sexual development across the life span, physical unity in marriage, pregnancy and childbirth, common problems in sexual behavior, and sexual values and ethics.

SOC 423: American Minority Peoples 3 credits

A study of the various minority groups in the United States and their sociological significance in the history of our nation and in our current culture. The history and present status of American immigration policy are also considered. Prerequisite: SOC 101 or instructor's approval.

SOC 431: Social Work 3 credits

An overview of the training, tasks, and opportunities in the profession of social work. The student will be introduced to the skills, knowledge base, and functional role of the social worker. Exposure to various settings of social work practice will be provided. Prerequisites: SOC 101 and SOC 341.

SOC 483A: History of Social Thought 3 credits

A study of social thought from ancient to modern times with emphasis on 19th-and 20th-century thought. Emphasis is placed upon how current social theories have been influenced by, but are different from, earlier social thought. A Writing-Intensive course. Prerequisite: SOC 101 or instructor's approval.

SOC 490A: Senior Seminar: Sociology through the Eyes of Faith 3 credits

An opportunity for students who are majoring in sociology to integrate and synthesize the knowledge gained from the study of sociology, explore options such as graduate school or employment which build upon the major, and grapple with the issues raised by a Christian perspective on sociology. Required of all Sociology majors. A Writing-Intensive course. Prerequisites: Senior status, Sociology major, SOC 296, SOC 363, and SOC 483.

SOC 497: Internship in Sociology 1-4 credits

The student is placed with an agency or organization in the community to gain practical insights and experience to complement their classroom learning. Every effort is made to place students in a setting corresponding to their interests or career goals. May be repeated for credit. Prerequisite: Instructor's approval and 12 credits of Sociology.

SOC 498: Advanced Topics in Sociology 3 credits

Topics of interest to sociologists but not covered in-depth in other courses will be considered. The content (topic) will change each time the course is offered, so it may be repeated for credit. Examples of topics might include: Women in America, Suicide, Third World Issues, Social Movements, Collective Behavior, Social Inequality and Stratification, Sociology of Religion, Sociology of Health and Illness, Sociology of Mental Illness, Juvenile Delinquency, or Aging. Prerequisite: SOC 101 or instructor's approval.

SOC 499: Independent Study 1-4 credits

This involves research, seminars, or readings on a special topic to be selected by the student and the faculty advisor are appropriate. This course may be taken for one, two, three or four credits, depending on the amount of time and work involved and may be repeated for up to four credits total credit per subject area unless specified otherwise in requirements for a major.

Spanish (SPA)

SPA 101: Elementary Spanish I 3 credits

This course builds a foundation in the skills of listening, speaking, reading, and writing through the use of a text-workbook, classroom conversational practice, and outside cultural activities. Co-requisite: SPA 101L.

SPA 101L: Elementary Spanish I Lab 1 credit

A laboratory course designed to complement and support the principles learned in SPA 101. Co-requisite: SPA 101.

SPA 102: Elementary Spanish II 3 credits

Continuation of SPA 101. Prerequisite: SPA 101 or equivalent. Co-requisite: SPA 102L.

SPA 102L: Elementary Spanish II Lab 1 credit

A laboratory course designed to complement and support the principles learned in SPA 102. Co-requisite: SPA 102.

SPA 201: Intermediate Spanish I 3 credits

This course further builds Spanish vocabulary and language structure. Oral practice, short compositions, textbook readings, and cultural activities are stressed. Prerequisite: SPA 102. Co-requisite: SPA 201L.

SPA 201L: Intermediate Spanish I Lab 1 credit

A laboratory course designed to complement and support the principles learned in SPA 201. Prerequisite: SPA 102. Co-requisite: SPA 201.

SPA 202: Intermediate Spanish II 3 credits

Continuation of SPA 201. Prerequisite: SPA 201 or instructor's approval.

SPA 202L: Intermediate Spanish I Lab 1 credit

A laboratory course designed to complement and support the principles learned in SPA 201. Prerequisite: SPA 201. Co-requisite: SPA 202.

SPA 311: Spanish Conversation 3 credits

This course helps the student to speak with fluency and standard pronunciation, to develop facility in the language, and to become conversant with culture, common expression, and everyday usage. Prerequisites: SPA 202 or instructor's approval.

SPA 312^A: Composition and Grammar 3 credits

This course helps the student express a wide range of style in writing: description, narration, persuasion, comparison/contrast, and dialogue through careful drafting and editing of content, grammar, and orthography. A Writing-Intense course. Prerequisite: SPA 311 or instructor's approval.

SPA 319: Business and Professional Spanish 3 credits

For the students already conversant in Spanish, this course is designed to give specific vocabulary and terminology distinctive in particular careers and professions (Business, Education, Law, Medicine, Ministry, Public and/or Social Services). Prerequisite: SPA 311 or instructor's approval.

SPA 342: Introduction to Literature in Spanish 3 credits

Introduction to literary concepts, terminology, and theory with application to poetic, dramatics, and prose texts. Will include some study of Hispanic culture. Prerequisite: SPA 312 or instructor's approval.

SPA 362^A: Advanced Grammar and Composition 3 credits

A course designed to provide an extensive review of Spanish language. The development of self-correction skills will be encouraged through the study of model texts by Spanish authors. A Writing-Intensive course. Prerequisite: SPA 312 or instructor's approval.

SPA 363: Spanish Civilization 3 credits

In this course, students study the history, geography, and people of Spain through a chronological view of the colonization and civilization of the peninsula until the present. Prerequisite: SPA 312 or instructor's approval.

SPA 373: Hispanic Civilization 3 credits

A study of the colonizing practices of Spain in the New World and their relevance to modern problems. Prerequisite: SPA 312 or instructor's approval.

SPA 383: Civilization of the Spanish Southwest 3 credits

This course provides a study of the development of Hispanic civilization in the Southwest United States from the 16th Century. Prerequisite: SPA 312 or instructor's approval.

SPA 413: Spanish Literature 3 credits

This course is designed to expand the student's knowledge of the literature and civilization of Spain. Prerequisites: SPA 342 or instructor's approval.

SPA 423: Hispanic Literature 3 credits

This course provides a survey of Hispanic literature from the Colonial period to the present, emphasizing literary periods, style, and text analysis. Prerequisite: SPA 342 or instructor's approval.

SPA 493: Contemporary Issues 3 credits

This course is designed to discuss and analyze contemporary events and issues in the Spanish-speaking world. Specific topics to be announced each offering. Prerequisite: SPA 311 or instructor's approval.

Special Education (SPE)

SPE 325^A: Educating Learners with Diverse Needs 3 credits

This course is a survey of the unique learning needs of exceptional students. A Writing-Intensive course. Prerequisite: PSY 101. Prerequisite/Co-requisite: EDU 303.

SPE 345: Characteristics of Students with Mental Retardation 3 credits

This course is an advanced study to provide the prospective special education teacher with an understanding of persons with mental retardation (MR), including related theories, research, characteristics, and etiology of mental retardation. Prerequisite: SPE 325/525, EDU 303.

SPE 355: Characteristics of Students with Learning Disabilities 3 credits

This course is designed to provide the prospective special education teacher with advanced knowledge of the etiology of learning disabilities by discussing diagnostic techniques and related remedial practices. Prerequisite: SPE 325, EDU 303.

SPE 365: Characteristics of Students with Emotional and Behavioral Disorders 3 credits

This course is an advanced study of the characteristics of individuals with emotional and behavioral disorders and the school-based educational programs designed to meet their needs. Prerequisite: SPE 325, EDU 303.

SPE 371: Education of Students with Physical and Health Impairments 3 credits

This course provides students with knowledge of physical and other health impairments and the impact of these disabilities on the lives of individuals. Students investigate means to enhance individuals' quality of life through participation in home, school, and community activities. Special attention is given to accessibility to appropriate curricula, modifications and adaptations, and effective instructional strategies to meet individual needs. Students will participate in classroom experiences with students who have physical and health impairments.

SPE 376: Strategies for Teaching Students with Learning Disabilities 3 credits

Students will learn methods and techniques of planning, implementing, and evaluating instructional strategies for educating elementary and secondary students with learning disabilities in special and regular education classes. A 45-credit K-12 school-centered practicum will be included in the coursework. Prerequisites: Admittance to the Teacher Education program, SPE 325, and SPE 355 or SPE 365 (may be taken concurrently), EDU 303.

SPE 386: Strategies for Teaching Students with Emotional and Behavioral Disorders 3 credits

Students will learn methods and techniques of planning, implementing, and evaluating instructional strategies for educating elementary and secondary students with emotional and behavioral problems in special and regular education classrooms. A 45-credit K-12 school-centered practicum will be included in the coursework. Prerequisites: Admittance to the Teacher Education program, SPE 325, and SPE 355 or SPE 365 (may be taken concurrently), EDU 303.

SPE 435: Diagnosis and Assessment in Special Education 3 credits

This course teaches characteristics and uses of diagnostic instruments that can be used to identify,

evaluate, and assess learning needs of exceptional students. Prerequisites: Admittance to the Teacher Education program, SPE 325, SPE 355, SED 345 or SPE 365, SPE 376 or SPE 386, and EDU 303.

SPE 448: Student Teaching in Special Education:

Cross Categorical 8-12 credits

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in special education classrooms. The experience includes assessing, planning, and teaching lessons; managing behavior; and collaborating professionally. Prerequisites: Required special education courses for certificate, 2.50 GPA, and senior status.

SPE 508a: Student Teaching: Learning Disabilities I 2-6 credits

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with learning disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. This course must be taken immediately preceding SPE 508b Student Teaching II.

SPE 508b: Student Teaching: Learning Disabilities II 2-6 credits

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with learning disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. This course must be taken immediately following SPE 508a Student Teaching I.

SPE 518a: Student Teaching: Emotional Disabilities I 2-6 credits

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with emotional disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. Prerequisites: SPE 529, SPE 525, Characteristics and Strategies courses for ED, SPE535 (may be taken concurrently). This course must be taken immediately preceding SPE 518b Student Teaching II.

SPE 518b: Student Teaching: Emotional Disabilities II 2-6 credits

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with emotional disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. Prerequisites: SPE 529, SPE 525, Characteristics and Strategies courses for ED, SPE535 (may be taken

concurrently). This course must be taken immediately following SPE 518a Student Teaching I.

SPE 525: Educating Learners with Diverse Needs **3 credits**

Emphasis will be placed on definitions, etiology, characteristics, and prevalence of various exceptionalities; laws and litigation protecting the rights of students with special needs and their families; current issues affecting persons with special needs; social perceptions, assessment, inclusion, and transition; and basic curriculum accommodations and supportive services for teaching students with special needs in the general classroom.

SPE 528a: Student Teaching: Mental Retardation I **2-6 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for students with mental retardation, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. Prerequisites: SPE 529, SPE 525, Characteristics and Strategies courses for MR, SPE535 (may be taken concurrently). This course must be taken immediately preceding SPE 528b Student Teaching II.

SPE 528b: Student Teaching: Mental Retardation II **2-6 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with mental retardation, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. Prerequisites: SPE 529, SPE 525, Characteristics and Strategies courses for MR, SPE535 (may be taken concurrently). This course must be taken immediately following SPE 528a Student Teaching I.

SPE 529: Special Education: Foundations and Framework **3 credits**

This course orients students to the program, the field, and the National Board for Professional Teaching Standards and Council for Exceptional Children Standards guiding them. It includes an introduction to creating a professional portfolio.

SPE 535: Assessment and Diagnosis in Special Education **3 credits**

This capstone course in special education is designed to incorporate issues in collaboration and communication and to synthesize the special education process from assessment to delivery of instruction (i.e., evaluation, eligibility, placement, and instructional practice). Specific skill development includes assessing students with disabilities, completing special education forms, and conducting meetings and conferences with parents and school professionals. A school-based practicum provides participants with experiences in standardized testing

and case studies, problem-solving meetings, cooperative team planning, and inclusion processes. Prerequisites: SPE 529, SPE 525, Characteristics and Strategies courses for MR, LD, or ED.

SPE 538a: Student Teaching: Physical/Health Impairments I **2-6 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally.

Prerequisites: SPE 529, SPE 525, SPE 571, SPE535 (may be taken concurrently). This course must be taken immediately preceding SPE 538b Student Teaching II.

SPE 538b: Student Teaching: Physical/Health Impairments II **2-6 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for eight weeks for students with disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally.

Prerequisites: SPE 529, SPE 525, SPE 571, SPE535 (may be taken concurrently). This course must be taken immediately following SPE 538a Student Teaching I.

SPE 540: Special Education Litigation and Law **3 credits**

Participants examine legal issues, recent court decisions, and current law relating to special education. Special attention is given to compliance, student and parent rights, local state and district policies and procedures, and advocacy through community organizations.

SPE 545: Characteristics of Students with Mental Retardation **3 credits**

The focus of this course is to provide the prospective special education teacher with advanced knowledge of MR, including the history with attention to law and litigation, definition, causes, and characteristics of MR in children and adults. The impact of MR on the lives of individuals and necessary support systems for quality of life are investigated and assessment techniques and effective teaching strategies addressed. Participants will actively participate in a class for students with MR.

SPE 548a: Student Teaching: Cross-Categorical I **4-8 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for students with disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. This is an eight-

week experience that must be taken immediately preceding SPE 548b Student Teaching II.

**SPE 548b: Student Teaching:
Cross-Categorical II 4–8 credits**

Students demonstrate mastery of the standards of the National Board Certification for Teachers of Students with Exceptional Needs in classrooms for students with disabilities, including assessing, planning and teaching lessons, managing behavior, and collaborating professionally. This is an eight-week experience that must be taken immediately following SPE 548a Student Teaching I.

SPE 550: Special Education Finance 3 credits

Participants investigate the policies, practices, and issues relating to special education finance at the local, state, and federal levels, including sources, legal mandates, and budgeting. Prerequisites: Required courses for Certification in Special Education.

**SPE 555: Characteristics of Students
with Learning Disabilities 3 credits**

The focus of this course is to provide the prospective special education teacher with advanced knowledge of LD, including the history with attention to law and litigation, definition, causes, and characteristics of learning disabilities in children and adults. The cognitive processes of students with and without learning disabilities are compared, unsubstantiated explanations and false claims relating to LD investigated, and assessment techniques and effective teaching strategies addressed. Participants will actively participate in a class for students with LD.

**SPE 560: Special Education
Program Development 3 credits**

Participants will demonstrate understanding of principles and processes of special education program development by designing, implementing, and evaluating programs for students with special needs.

**SPE 563: Physical Education
for the Exceptional Child 3 credits**

Participants will develop skills in methods and techniques of teaching exceptional students motor activities individually and in groups. Emphasis will be placed on creating individualized lesson plans with specific goals and objectives.

**SPE 565: Characteristics of Students
with Emotional Disabilities 3 credits**

The focus of this course is to provide the prospective special education teacher with advanced knowledge of ED, including the history with attention to law and litigation, definition, etiology, types, and characteristics of students with emotional and behavioral disorders. Students will investigate theories and models of emotional and behavioral

disorders and related treatments. Assessment techniques and the factors involved in a diagnosis of behavior and emotional disorders are also addressed. Students will actively participate in a class for students with emotional and behavioral disabilities.

**SPE 570: Action Research
in Special Education 3 credits**

Participants collaboratively engage in identifying personally significant and relevant problems in special education, reviewing the literature, designing and implementing research methodology, and evaluating results. Plans for further research are identified.

**SPE 571: Educational Implications
for Students with
Physical and Health Impairments 3 credits**

This course provides students with knowledge of physical and other health impairments and the impact of these disabilities on the lives of individuals. Students investigate means to enhance individuals' quality of life through participation in home, school, and community activities. Special attention is given to accessibility to appropriate curricula, modifications and adaptations, and effective instructional strategies to meet individual needs.

**SPE 572: Philosophical and Social Issues
in Education 3 credits**

Participants will investigate historical, philosophical, and sociological influences that have shaped American education and current issues and future challenges facing educators. Activities include interviews and observations in the school and community. Each participant will create a personal philosophy of education.

**SPE 576: Strategies for Teaching Students
with Learning Disabilities 3 credits**

This course is designed to advance the special educator's understanding and mastery of methods appropriate for meeting the educational needs of elementary and secondary students with LD. Effective teaching strategies for planning, implementing, and evaluating instruction based on appropriate assessment for elementary and secondary students with LD in special and regular education classes are investigated, planned, implemented, and evaluated based on appropriate assessment. Particular attention will be given to the structure and details of the lesson plans necessary to meet the individual needs of students with LD. Participants will teach lessons in a class for students with LD.

**SPE 586: Strategies for Teaching Students
with Emotional Disabilities 3 credits**

This course is designed to advance the special educator's understanding and mastery of methods appropriate for meeting the educational needs of elementary and secondary students with ED. Effective and specific individual and group behavior

management models, programs, strategies, and interventions for elementary and secondary students with ED in special and regular education classes are investigated, planned, implemented, and evaluated based on appropriate assessment. Particular attention will be given to the structure and details of the behavior management plan necessary to meet the individual needs of students with ED. Participants will teach behavior in a class for students with ED.

**SPE 590: Assistive Technology
in Special Education 3 credits**

Participants become skilled at applying modifications and adaptations available through current low-tech and high-tech assistive devices designed to address individual needs for an appropriate education..

**SPE 595: Global Issues
in Special Education 3 credits**

Participants explore special education programs and issues and in countries throughout the world and establish direct communication with special educators worldwide.

**SPE 596: Strategies for Teaching Students
with Mental Retardation (MR) 3 credits**

This course is designed to advance the special educator's understanding and mastery of methods appropriate for meeting the educational needs of elementary and secondary students with MR. Effective teaching strategies for planning, implementing, and evaluating instruction based on appropriate assessment for elementary and secondary students with MR in special and regular education classes are investigated, planned, implemented, and evaluated based on appropriate assessment. Particular attention will be given to the structure and details of the lesson plans necessary to meet the individual needs of students with MR.

Systems Management (SYM)

SYM 180: Computer Application Modules 1 credit

Basic studies of applications of electronic data processing. Modules include

- A Word Processing
- B Beginning Spreadsheets
- J Accounting Applications (Prereq: ACC 211)
- L Presentation Graphics

**SYM 301: Principles
of Information Systems 3 credits**

This introductory course covers the fundamental principles of information systems; integrates topics of management, organization, information, technology, and the systems approach; and emphasizes the planning, design, and implementation of information systems to aid decision-making.

**SYM 302: Database and Decision
Support Systems 3 credits**

This in-depth examination of database systems and the various computer-based support systems that are used to aid decision-making examines database systems, decision support systems, expert systems, and group decision support systems. Emphasis is on appropriate application and implementation. Quantitative and qualitative decision-making models and tools will be covered. Prerequisites: SYM 301.

SYM 303: Systems Analysis and Design 3 credits

This course discusses systems thinking and behavior as they apply to business environments. An overview of modeling and simulation will be discussed in terms of gaining insights into business issues, emphasizing the benefits of using these tools in areas where effective decision-making is critical. Students will be expected to complete several individual modeling and simulation projects using a higher level, object-oriented (drag and drop) simulation application. No programming experience is required. Prerequisites: SYM 301

SYM 304: Designing Business Web Pages 3 credits

Student will learn to design and evaluate web pages for business applications. Considerations regarding internal organization and external user needs are discussed, along with evaluations of existing Internet Web sites. Types of available software applications are also considered. This is a hands-on course where students will be required to design simple sites on an individual basis and interconnected sites on a teaming basis. Prerequisites: SYM 301

SYM 305: Business Programming 3 credits

This course focuses on the analysis of business problems to design and implement the software component of an information system. Emphasis is placed on structured design and programming. Includes an introduction to visual programming languages. Prerequisite: SYM 301

**SYM 306: Data Communications
and Networking 3 credits**

This course focuses on the concepts, architectures, components, protocols, and standards for message movement within information networks. Involves extensive use of the network design process to develop detailed understanding regarding the integration of business and information technology perspectives. Prerequisite: SYM 301

**SYM 501: Applied Business
Probability and Statistics 3 credits**

This course is designed for students who have not had statistics in their undergraduate work or for those who desire a refresher in mathematics. Topics covered include the theory and application of basic

mathematic rules, algebraic formulae and manipulations, graphing, probability principles, and descriptive and inferential statistics.

SYM 603: Information Systems 3 credits

Students examine managerial issues associated with the application of information systems in business settings. Beginning with an analysis of the broad meaning and nature of information and systems, the focus narrows specifically to computer technologies, configurations, and applications as tools to benefit business environments and then expands to the Internet and World Wide Web as they apply to strategic global enterprise systems.

SYM 633: Fundamentals of Six Sigma 3 credits

This course provides students with an overview of the history of quality programs, the six sigma methodology (commonly known as DMAIC), and introductory process measurement and improvement tools including process mapping, data collection, Pareto analysis, and identifying root cause. Successful completion of the course results in initial progress towards Six Sigma Green Belt certification.

SYM 634: Advanced Six Sigma 3 credits

This course focuses on Six Sigma process improvement. Students are instructed in the most common techniques of analyzing and improving business processes within the Six Sigma framework. Key topics include defining capability, determining sigma level, verifying root cause, conducting regression analysis, calculating COPQ, and developing control plans. Successful completion of the course is designed to result in fulfilling the requirements for Six Sigma Green Belt certification. Prerequisites: SYM 633

SYM 635: Applied Six Sigma 3 credits

This course covers advanced problem solving using the Six Sigma methodologies. The course provides instruction on the first three phases of the DMAIC methodology using an applied project, including advanced statistical analysis methods, design of experiments, and presentation of project findings. Successful completion of the course is designed to result in fulfilling the requirements for Six Sigma Black Belt certification. Prerequisites: SYM 634.

SYM 655: Data Communications and Network Management 3 credits

This course is an examination of managerial issues associated with the movement of information within an organizational network. Topics emphasized include architectures, protocols, policies, security management, and network management organization.

Technical Credits (TEC)

TEC 509: Instructional Technology: Foundation and Framework 3 credits

This course orients students to the program, the technology challenges in today's classroom, and the national standards guiding them. It includes an introduction to creating a professional portfolio. All of the listed objectives meet the International Society for Technology in Education Standards for Teachers.

TEC 510: Curriculum and Instruction 3 credits

This course provides in-depth study of brain-compatible learning experiences, designing curriculum units, and differentiating instruction for all students. Participants will use the skills of backward design, brain theory, other learning theory principles, curriculum mapping, and practical methods of differentiating learning to design a curriculum unit for a subject and grade level. The use of technology will be integrated in the course curriculum from the beginning. This course meets the International Society for Technology in Education (ISTE) Standard 2.

TEC 525: Schools in a Multicultural Society 3 credits

This course takes an objective look at dual language instruction, examining its different parts in a social environment. It also includes basic definitions and theoretical frameworks for thinking about bilingual education. This is packaged into an extensive, up-to-date coverage of timely issues such as using technology for communicative language teaching; using technology to teach oral communication skills, reading, and writing; teaching thinking and inquiry-based learning with English language learners; the relationships among culture, community, and diverse learners; and using computers for assessment in second language teaching. This course meets the International Society for Technology in Education (ISTE) Standards called NETS for Teachers. The objectives below meet all of Section 6 of the National Education Teaching Standards (NETS).

TEC 535: Educational Applications of Technology 3 credits

Participants will investigate various learning theories and how these theories are contributing to technology enhanced educational practices. The most current issues facing educational technology will be addressed in a threaded discussion format as well as through classroom discussion and journal or online article research. As the one-computer classroom is a prevalent condition in many school districts, teachers will learn strategies for fully utilizing this source with the entire class. This course meets the International Society for Technology in Education (ISTE) Standard 5.

TEC 540: Research Techniques and Procedures 3 credits

This course facilitates the development of research knowledge and skill in practicing education professionals who must be knowledgeable, skilled, and adept in evaluating and interpreting research literature related to their job roles. Course content provides a basis for decision-making, change, and improvement and includes theory, techniques, design, and evaluation of research. This course meets the International Society for Technology in Education (ISTE) Standard 2.

TEC 545: Multimedia Instructional Strategies 3 credits

This course focuses on the effective use of multimedia in classroom instruction. Participants will learn to evaluate multimedia, select appropriate multimedia, and match instruction to multimedia resources.

TEC 555: Design of Print-Based Media 3 credits

This course provides the educator with the necessary knowledge and tools to create print media that can be used in their educational setting. Participants will develop and apply an understanding of the design principles of proximity, alignment, repetition, and contrast. These principles will be interwoven into discussions, class activities, group activities, and independent work. Participants will produce four projects – a layered graphic, a flyer, a newsletter, and a brochure – that have an educational theme or communicate an educational concept, program, or event. This course meets the International Society for Technology in Education (ISTE) Standard 3.

TEC 560: Interactive Design for the Classroom 3 credits

The purpose of this course is to introduce students to the design of interactive classroom lessons and activities by integrating multiple intelligences and constructivist learning theories in multimedia and web design. This course meets the International Society for Technology in Education (ISTE) Standard #2.

TEC 565: Distance Learning 3 credits

The purpose of this course is to introduce students to the design of interactive lessons and activities for distance education. The course defines distance education, including history, theories, and practical applications. This course meets International Society for Technology in Education (ISTE) Standards 1 and 3.

TEC 580: Practicum in Technology 3 credits

This mentored practicum experience will encourage a cooperative arrangement among the key stakeholders. Upon completion, the candidate will possess an understanding of the complexity of being a leader in school and classroom technology use and training, ranging from development of a vision for

technology support to demonstrating practical skills ensuring smooth day-to-day technology integration in teaching. The internship meets the following International Society of Technology Education (ISTE) Standards.

Theater & Drama (TRE)

TRE 361: Valley Theatre Tour 3 credits

A study of Valley theatres and their productions. Students will study dramatic criticism as well as attend productions and evaluate the performances.

Teaching English to Speakers of Other Languages (TSL)

TSL 529: Foundation of Instruction for English Language Learners 3 credits

This course provides the historical, sociological, political, and legal foundations of instructional programs for English Language Learners in the United States. This framework will serve as a basis for understanding, comparing, and evaluating current language models and prototypes. This course will also introduce students to primary theories of language learning and current methodologies and practices.

TSL 530: Methods of Teaching English to Speakers of Other Languages 3 credits

In this course, students will be instructed in immersion strategies, English language development strategies, and numerous research-based methodologies in current practice. Students will examine ways of organizing the classroom for optimal language learning, including especially cooperative learning. In the course setting, they will also develop, practice, and assess language lessons that align with state and national standards for teaching English Language Learners.

TSL 533: English Linguistics 3 credits

This course will familiarize students with the fundamentals of linguistic theory, including the morphological, phonological, and syntactic structure of the English language. Other topics introduced are pragmatics, semantics, sociolinguistics, historical linguistics, and first and second language acquisition. Although emphasis is placed on descriptive analysis of the English language, examples and illustrations from several language systems will be used.

TSL 535: Teaching a Second Language in the Content Areas 3 credits

The purpose of this course is to equip students with an awareness and sensitivity to the complexity and content-specific nature of language in curricular areas such as science, mathematics, and social studies. Students will examine ways to integrate

language, literacy, and content area instruction in elementary, middle school and high school settings. They will create content-based language lessons that address a variety of learner proficiencies and cultural experiences.

TSL 539: Curriculum Development and Assessment 3 credits

Teachers must be course developers as well as designers of instruction for daily and weekly lessons. In this course, students compare numerous syllabus types such as grammatical, text-based, and content-based. They also fully examine assessment for the purposes of identification, placement and instructional delivery. They subsequently design and fully develop the materials for a language unit that aligns with the state and national standards and current assessment practices.

TSL 542: Second Language Acquisition and Education 3 credits

This course offers background understanding of how SLA research informs language teaching. It examines the interaction between SLA research findings and the teaching of listening comprehension, reading, vocabulary, writing and grammar, and shows how SLA research can help teachers appreciate individual learner differences and appropriately adapt their teaching styles. The course also examines the different roles that a second language plays in society, noting the political implications inherent in language education everywhere.

TSL 544: Teaching in a Pluralistic Society 3 credits

To be an effective educator, one needs knowledge of how student diversity affects and influences instruction. This course gives attention to instructional models that have proven successful with students from diverse linguistic, cultural, racial, ethnic, economic, and intellectual backgrounds. It presents the major goals, principles, and concepts of multicultural education, including multiple perspectives in culture and history and understanding cultural and individual differences in teaching and learning.

TSL 555: Internship in TESOL 3 credits

Students have direct participation and experience with English Language Learners at their chosen level of instruction, whether children or adults. In a supervised classroom, they will practice teaching and management skills, conduct assessments, and learn to communicate effectively with students, parents, colleagues, administrators, and the larger community.

TSL 570: Modern English Grammar 3 credits

In this course, students are introduced to the linguistic analysis of English syntax, with attention given both to a descriptive approach that examines how sentences are constructed and how they relate to

each other as well as to the traditional prescriptive grammar taught in most schools. Examples will be used that draw upon the latest linguistic and applied linguistic research and include discussions of problems that English Language Learners regularly encounter.

TSL 575: Child Language Acquisition 3 credits

This course introduces the language educator to the current, central issues in the study of child language acquisition, or native language acquisition, including an examination of research on children's acquisition of phonology, pragmatics, morphology, syntax and the lexicon. It reviews the role of input in shaping the child's developing language system, including how language is acquired when the input is visual-gestural, as it is in sign language.

TSL 580: Reading Theories and Research 3 credits

The focus of the course is to prepare classroom teachers to critically read published research on the teaching of reading to speakers of other languages, to integrate those findings with personal experience in order to make reflective instructional decisions, and to participate in pedagogical research and theory building. Using knowledge acquired during the course, students will develop a study team to improve instructional practices based on research findings. The study team will implement strategies and provide feedback and data on the application of the research findings.

University Studies (UNV)

UNV 050: American Language Program 0 credits

Every semester. This program is designed for international students who have some English training but have not obtained the required TOEFL score for admittance into academic programs. It offers students the opportunity to study English, acquire skills, and gain experience to successfully enter a full academic program. Students receive a certificate, but do not earn credit credits toward a degree program.

Prerequisite: Approval from the Director of the Center for International Education.

UNV 051: American Language Program 0 credits

Every semester. This program is designed for international students who have some English training but have not obtained the required TOEFL score for admittance into academic programs. It offers students the opportunity to study English and acquire skills for successfully entering a full academic program. Students receive a certificate, but do not earn credit credits toward a degree program.

Prerequisite: Approval of Director of Center for International Education.

UNV 101: University Success 3 credits

This course is designed to address four major areas of a student's development: life management skills, academic skills, campus and community awareness, and personal and spiritual growth. This course is designed to provide opportunities to develop and strengthen skills necessary to enhance the college experience. Topics include the values of higher education, programming the mind for success, building interpersonal relationships, making the grade, decoding the professors, finance and time management, degree and campus planning, effective communication, confidence and leadership, health and fitness, stress management, keeping faith, and others.

UNV 105: Writing Experience I 3 credits

A course for students whose SAT or ACT scores indicate their need for a review of writing skills and strategies. UNV 105 reviews fundamentals such as grammar and sentence structure, as well as basics of topic selection, brainstorming activities, reading critically, and outlining. Students will begin with simple writing tasks, but will progressively increase from single paragraph construction to the five-paragraph model.

UNV 110: Writing Experience II 3 credits

A course for students whose SAT or ACT scores indicate their need for a review of writing skills and strategies. UNV 110 reviews fundamentals such as grammar and sentence structure, as well as the basics of topic selection, brainstorming activities, reading critically, and outlining. Students will begin with simple writing tasks, but will progressively increase from single paragraph construction to writing college-level papers.

UNV 300: Study Abroad 1-16 credits

On demand. This program enables students to be enrolled at Grand Canyon University while undertaking studies in another country or with CCCU. Credits for this program vary depending on the number of credits involved and the chosen course of study. Prerequisite: Approval of Director of Center for International Education or appropriate college dean.

UNV 304: Science and the Christian Faith 3 credits

This course encourages reflection on the relationship between science and the Christian faith. The first unit provides an historical survey of Christian perspectives on science. The second unit focuses on contemporary understandings of science, and practical issues such as genetics, environmental ethics and medical ethics. Prerequisite: BIB 103, BIB 113, or BIB 123.

UNV 305: The Christian Mind 3 credits

This course examines the historical development of the Christian worldview and challenges students to consider the problems facing humanity in the 21st Century from a Christian perspective. Prerequisite: BIB 103, BIB 113, or BIB 123.

UNV 306: Foundations of the Christian Faith 3 credits

Every Spring. This course examines the historical origin and development of the Christian faith and the ideas necessary to its interpretation. Prerequisite: BIB 103, BIB 113, or BIB 123.

UNV 490: International Studies Senior Seminar 3 credits

On demand. This is the capstone course for the International Studies major. Study is designed to bring the knowledge obtained in interdisciplinary courses into focus for the person who plans to work in an international relations field. Prerequisite: Senior status.

UNV 498: Advanced Topics in Faith and Disciplines 3 credits

On demand. A repeatable, interdisciplinary seminar that deals with advanced topics in faith and academic disciplines. It equips students with critical and broad perspectives on important issues in science, society, and the Christian faith. Prerequisite: A UNV or HON 300-level course or instructor's approval.

Creative Arts in Worship (WOR)

WOR 201: Introduction to Worship 3 credits

This course examines the biblical and historical roots of worship, explores the articulators of worship, and helps guide the participants in the development of pastorally sensitive, personally effective, and theologically sound worship services. The course will combine lectured, discussion, worship experience, and student-led worship. Prerequisite: None.

WOR 301: Arts and Worship 3 credits

This course explores the use of the creative and performing arts as modes of communicating God's acts in history and life in the context of Christian worship. The course will combine lecture, discussion, worship experience, and student-led worship. Prerequisite: WOR 201

WOR 302: Personal Worship Planning 3 credits

This course focuses on the development of private devotional worship and its necessity as a base for leading public corporate worship. Prerequisite: WOR 201

WOR 303: Planning Corporate Worship 3 credits

This course examines how worship brings the congregation into God's presence through various elements of expression. This seminar style course combines lecture, discussion, worship experience, student-led worship, and process-oriented peer-review. Prerequisite: WOR 201

WOR 401: Worship Leading Seminar 3 credits

This course focuses on developing the leadership skills of those responsible for guiding corporate worship. Prerequisite: WOR 201

**WOR 475: Issues
in Contemporary Worship Ministry 3 credits**

Examining current movements, trends, leaders, and perspectives affecting worship and worship styles in the United States and around the world is imperative to becoming an effective worship leader. Topics will include efforts being made in the local church, regional church, and national ministries to establish unique worship programs. Contemporary worship and classical worship styles will be discussed and defined. Particular attention will be given to understanding worship through the eyes of the audience as well as the leader.