

# 2016-2017

## Academic Catalog

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# Table of Contents

<b>Accreditation</b>	<b>1</b>
<b>Equal Opportunity Policy</b>	<b>1</b>
<b>Academic Calendar</b>	<b>10</b>
<b>Message from President Ross</b>	<b>14</b>

## Chapter I – Overview and Introduction to Lynn University

<b>General Information</b>	<b>16</b>
<b>Mission</b>	<b>16</b>
<b>Vision</b>	<b>16</b>

## Chapter II – Campus Life

<b>Student Involvement</b>	<b>18</b>
<b>Housing and Residence Life</b>	<b>18</b>
<b>General Affairs Regulations and Policies</b>	<b>19</b>
<b>Area Map</b>	<b>20</b>

## Chapter III – Lynn University Campus

<b>Campus Resources</b>	<b>22</b>
-------------------------	-----------

## Chapter IV - Admission

<b>General Information</b>	<b>25</b>
<b>Visitors</b>	<b>25</b>
<b>Undergraduate Day Division</b>	<b>25-29</b>
First-Year Students	25
Transfer Students	25
International Students	26
International First-Year Students	26
International Transfer Students	27
Priority Deadline	27
The Bridge Program	28
Test Optional Admission	28
Institute for Achievement and Learning	28
Conservatory of Music	28
Additional Admission Procedures and Contact Information	28
Placement and Testing	28
Additional Admission Options	29
<b>iLynn Division</b>	<b>29-30</b>
General Information	29
Application Procedures	29
The I-20 Form	29
<b>Graduate Division</b>	<b>29-30</b>
General Information	30
International Graduate Students	30
Graduate Financial Aid	30
Non-Degree-Seeking Students	30
Graduate Re-enrollment	30
<b>Additional Admission Information</b>	<b>31</b>
Reservation Agreements	31

## Chapter V –Financial Information

<b>Undergraduate Information</b>	<b>32-48</b>
----------------------------------	--------------

2016-2017 Fee Schedule	32
Special Fees for All Programs	32
Deposits 2016-2017	32
Day Division Undergraduate Early Payment Discount Plan	32
Lynn University Payment Arrangements	33
Statement of Accounts	33
Submitting Payments	33
Credit Card Payments	33
Wire Payments	33
Monthly Payment Program	33
Tuition Refund Plan	34
Student Course Load	34
Drop/Add Process/Overload	34
Technology Fee (Mandatory)	34
Student Services Fee (Mandatory)	34
Summer Session 2017	34
Room and Board Fee	34
Residence Hall Fees	34
Meal Plan Policy and Procedures	35
International Students	35
Institute for Achievement Program	35
Miscellaneous Fees	35
Finance Charges	36
Financial Policy	36
Academic Transcript Release	37
Books	37
Graphic, Films and Video Supplies	37
Flight Training Expenses	37
Day Division Refund Policy	38
Calculation of Refundable Amounts for Day Program	38
Full-time Classification for Federal Aid Programs	39
Standards of Satisfactory Academic Progress for Financial Aid	39
Applying for Financial Aid	40
FAFSA Policy	41
Dual Major	41
Repeat Course	41
Federal & State Eligibility and Drug Policy	41
Types of Financial Aid	41
Federal Programs	42
Federal Work Study Program	42
Florida Programs	42
Bright Futures Programs	43
Institutional Programs	43
Veterans' Benefits	44
Tax Law	44
International Student Loans	44
International Students Scholarship Policy	44
Remedial Courses	45
Renewal of Financial Aid	45
Outside Sources	45
<b>Graduate Information</b>	<b>46-48</b>
Tuition and Payment Policies	47
Financial Aid	47
Scholarships	47
Veterans' Benefits	47
Standards of Satisfactory Academic Progress for Financial Aid	48



## Chapter VI—General Academic Policies and Regulations

Three Year Scholars Program	49
Academic Accommodations	49
Academic Bankruptcy	49
Academic Grievance Policy	49
Academic Honesty Policy	50
Add/Drop Period	51
Admission to Classes	51
Advising	51
Attendance	52
Audit	52
Cancellation of Courses	52
Change of Degree Information	52
Change of Personal Information	52
Citizenship Project	52
Classification of Students	52
Closed Class Permission	52
Code of Computing Practice	52
Combined Bachelor's/Master's Program	52
Course Load	53
Course Withdrawals	53
Credit Hour Definition	53
Dean's List	53
Directed Study and Independent Study	53
Definition of a Dual Major	53
Enrollment Verification Letters	53
Falsification of Academic Records	54
Federal Educational Rights and Privacy Act	54
Forgiveness Policy	57
Grade Notification	57
Grade of Incomplete	57
Grade Point Average	57
Grade Scale	58
<b>Graduation</b>	<b>58</b>
General Information	58
Overall Requirements for the Baccalaureate Degree	58
Overall Requirements for Master's Degree	58
Overall Requirements for Ed.D. Degree	58
Honor Societies	58
The Institutional Review Board	58
Leave of Absence	59
Observance of Religious Holidays	59
Pre-requisite Overrides	59
Probation	59
Re-enrollment	61
Registration	61
Repeat Courses	61
Residency Requirements	61
Second Bachelor's Degree	61
Second Master's Degree	61
Special Student Status	61
Student Responsibility	61
Transcripts	62
<b>Transfer Credits</b>	<b>62</b>
Transfer Credit Evaluations	62
Undergraduate Student Transfer Policy	62
Graduate Student Transfer Policy	62
Doctoral Student Transfer Policy	62
Transfer of Credit Procedure	62
Permission to Study at Other Institutions	62

## Chapter VII – Academic Support Services

<b>Institute for Achievement and Learning</b>	<b>63</b>
<b>Hannifan Center for Career Connections</b>	<b>64</b>
<b>Center for Learning Abroad</b>	<b>64</b>
<b>Counseling Center</b>	<b>64</b>
<b>Lynn University's Three Year Degree Program Scholars Program</b>	<b>64</b>
<b>Information Technology</b>	<b>65</b>
<b>Internship Program</b>	<b>65</b>
<b>Eugene M. and Christine E. Lynn Library</b>	<b>65</b>
<b>International Student Services</b>	<b>66</b>
<b>Pregnant and Parenting Students</b>	<b>66</b>
<b>Non Academic Assistance</b>	<b>66</b>

## Chapter VIII – Educational Programs

<b>Definitions of Majors, Minors and Specializations</b>	<b>67</b>
<b>Amani Institute Program</b>	<b>67</b>
<b>General Assembly</b>	<b>67</b>
<b>St. Thomas University Law Program</b>	<b>68</b>
<b>Watson University</b>	<b>68</b>
<b>Wyncode MBA Program</b>	<b>68</b>
<b>Wyncode M.S. Program</b>	<b>68</b>
<b>Academic Organization Chart</b>	<b>69</b>
<b>SECTION 1. UNDERGRADUATE DAY DIVISION</b>	<b>72-182</b>
<b>Undergraduate Curriculum</b>	<b>72</b>
<b>College of Arts and Sciences</b>	<b>78-102</b>
Criminal Justice (B.A.)	79
Political Science (B.A.)	83
Biology (B.S.)	87
Environmental Studies (B.S.)	91
Forensic Investigations (B.S.)	94
Psychology (B.S.)	98
Minors	101
<b>College of Business and Management</b>	<b>103-141</b>
Aviation Management (B.S.)	105
Entrepreneurship (B.S.)	109
Event Management (B.S.)	113
Fashion and Retail (B.S.)	117
Hospitality Management (B.S.)	121
International Business Management (B.S.)	124
Investment Management (B.S.)	128
Marketing (B.S.)	132
Sports Management (B.S.)	136
Minors	139
Undergraduate Aviation Certificate Programs	140
<b>Donald E. and Helen L. Ross College of Education</b>	<b>141-146</b>
Elementary Education Grades K-6 (B.S.)	142
Early Childhood Education (B.S.)	144
Minors	146
FLDOE Teacher Recertification	146
<b>Eugene M. and Christine E. Lynn College of International Communication</b>	<b>147-173</b>
Advertising and Public Relations (B.A.)	148
Communication and Emerging Media (B.A.)	152
Drama (B.A.)	156
Film and Television (B.A.)	160
Interdisciplinary Program (B.A.)	164
Multimedia Journalism (B.A.)	165

Digital Art and Design (B.S.)	169
Minors	172
<b>Conservatory of Music</b>	<b>174-182</b>
Performance/Piano (B.M.)	175
Performance/Strings, Winds, Brass, Harp & Percussion (B.M.)	178
Composition (B.M.)	181
<b>SECTION 2. iLYNN DIVISION</b>	<b>184-197</b>
<b>Undergraduate Curriculum</b>	<b>184</b>
<b>College of Arts and Sciences</b>	<b>186-189</b>
Criminal Justice (B.A.)	186
Liberal Arts (B.A.)	187
Psychology (B.S.)	188
<b>College of Business and Management</b>	<b>190-195</b>
Aviation Management (B.S.)	190
Business Administration (B.S.)	191
Entrepreneurship (B.S.)	193
International Business (B.S.)	195
<b>Eugene M. and Christine E. Lynn College of International Communication</b>	<b>196-197</b>
Communication and Media (B.A.)	196
Minors	197
<b>SECTION 3. GRADUATE DIVISION</b>	<b>198-228</b>
<b>Graduate Program Academic and Records Information</b>	<b>198</b>
<b>College of Arts and Sciences</b>	<b>201-206</b>
Administration (M.S.)	202
Criminal Justice Administration Specialization	203
Applied Psychology (M.S.)	204
Clinical Mental Health Counseling (M.S.)	206
<b>College of Business and Management</b>	<b>208-212</b>
Business Administration (MBA)	208
Aviation Management Specialization	209
Entrepreneurial Management	209
Financial Valuation and Investment Management Specialization	210
Hospitality Management Specialization	210
Human Resource Management	210
International Business Management Specialization	210
Marketing Specialization	210
Media Management Specialization	210
Social Innovation Management Specialization (Amani Institute)	210
Sports Management Specialization	210
Web Development Specialization (Wyncode Academy)	210
International Study Opportunity	210
<b>Donald E. and Helen L. Ross College of Education</b>	<b>212-219</b>
Exceptional Student Education (M.Ed.)	212
Educational Leadership (M.Ed.)	215
School Administration K-12 Specialization	215
Doctoral Program	217
Educational Leadership (Ed.D.)	217
<b>Eugene M. and Christine E. Lynn College of International Communication</b>	<b>220-222</b>
Communication and Media (M.S.)	220
Media Studies and Practice Specialization	221
Design Strategies for Web Development (Wyncode Academy)	221
Digital Media Specialization	221
Digital Media Certificate	222
<b>Conservatory of Music</b>	<b>223-231</b>
Performance (M.M.)	224
Instrumental Collaborative Piano (M.M.)	226
Composition (M.M.)	228
Professional Performance Certificate	229

## Chapter IX – Undergraduate and Graduate Course Descriptions

Course Descriptions

231-315

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## Chapter X – University Community

University Community

316-330

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# Academic Calendar 2016-2017

## FALL 2016

### AUGUST

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**12 Friday**

iLynn	Last day to withdraw from any class for Summer II term and receive a grade of "W."
Evening Graduate	Last day to withdraw from any class for Summer II term and receive a grade of "W."

**20 Saturday**

iLynn	Last day of classes for Summer II term.
Evening Graduate	Last day of classes for Summer II term.

**29 Monday**

Day Undergraduate	Fall semester (8/29/16 – 12/16/16) classes begin.
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Day Graduate	Fall semester (8/29/16 – 12/16/16) classes begin.
iLynn	Fall I term (8/29/16 – 10/22/16) classes begin. Final grades for Summer II term due from faculty no later than 5 p.m.
Evening Graduate	Fall I term (8/29/16 – 10/22/16) classes begin. Final grades for Summer II term due from faculty no later than 5 p.m.

### SEPTEMBER

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**2 Friday**

Day Undergraduate	Last day to change course schedule (add/drop) for Fall semester.
Day Graduate	Last day to change course schedule (add/drop) for Fall semester.
iLynn	Make Up Day for Labor Day, Sept. 5.
Evening Graduate	Make Up Day for Labor Day, Sept. 5.

**5 Monday**

Day Undergraduate	Labor Day – no classes.
Day Graduate	Labor Day – no classes.
iLynn	Labor Day – no classes; to be made up Sept 2.
Evening Graduate	Labor Day – no classes; to be made up Sept 2.

**6 Tuesday**

iLynn	Last day to change course schedule (add/drop) for Fall I term.
Evening Graduate	Last day to change course schedule (add/drop) for Fall I term.

**10 Friday**

Day Undergraduate	Last day to submit a Florida Resident Access Grant application to the Office of Student Financial Services.
iLynn	Last day to submit a Florida Resident Access Grant application to the Office of Student Financial Services.

### OCTOBER

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**7 Friday**

Day Undergraduate	Progress report grades due from faculty by 5 p.m.
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**14 Friday**

iLynn	Last day to withdraw from any class for Fall I term and receive a grade of "W."
Evening Graduate	Last day to withdraw from any class for Fall I term and receive a grade of "W."

**22 Saturday**

iLynn	Last day of classes for Fall I term.
Evening Graduate	Last day of classes for Fall I term.

**24 Monday**

iLynn	Fall II term (10/24/16 – 12/17/16) classes begin.
Evening Graduate	Fall II term (10/24/16 – 12/17/16) classes begin.

**31 Monday**

iLynn	Final grades for Fall I term due by 5 p.m. Last day to change course schedule (add/drop) for Fall II term.
Evening Graduate	Final grades for Fall I term due by 5 p.m. Last day to change course schedule (add/drop) for Fall II term.

### NOVEMBER

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**21 Monday – 25 Friday**

Day Undergraduate	Thanksgiving Break – no classes.
Day Graduate	Thanksgiving Break – no classes.
iLynn	Thanksgiving Break – no classes.
Evening Graduate	Thanksgiving Break – no classes.

**28 Monday**

Day Undergraduate	Classes resume for Fall semester. Advisement and registration for Spring semester begin for all students with 75 or more credits.
Day Graduate	Classes resume for Fall semester.

**30 Wednesday**

Day Undergraduate	Fall Send Off (for all students graduating in Fall 2016).
Day Graduate	Fall Send Off (for all students graduating in Fall 2016).
iLynn	Fall Send Off (for all students graduating in Fall 2016).
Evening Graduate	Fall Send Off (for all students graduating in Fall 2016).

### DECEMBER

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**1 Thursday**

Day Undergraduate	Spring 2017 semester charges due. J- term 2017 semester charges due.
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Advisement and registration for Spring semester begin for all students with 45 or more credits.

**6 Tuesday**

Day Undergraduate	Advisement and registration for Spring semester begin for all students with 20 or more credits.
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**9 Friday**

Day Undergraduate	Last day to withdraw from any class for Fall semester and receive a grade of "W." Advisement and registration for Spring semester open for all students
Day Graduate	Last day to withdraw from any class for Fall semester and receive a grade of "W."
iLynn	Last day to withdraw from any class for Fall II term and receive a grade of "W."
Evening Graduate	Last day to withdraw from any class for Fall II term and receive a grade of "W."

**16 Friday**

Day Undergraduate	Fall semester ends.
Day Graduate	Fall semester ends.

<b>17 Saturday</b>	
iLynn	Last day of classes for Fall II term.
Evening Graduate	Last day of classes for Fall II term.
<b>27 Tuesday</b>	
Day Undergraduate	Final grades for Fall semester due from faculty by 5 p.m.
Day Graduate	Final grades for Fall semester due from faculty by 5 p.m.
iLynn	Final grades for Fall II term due from faculty by 5 p.m.
Evening Graduate	Final grades for Fall II term due from faculty by 5 p.m.

## SPRING/SUMMER 2017

### JANUARY

<b>4 Wednesday</b>	
Day Undergraduate	J-Term (1/4/17 – 1/20/17) classes begin.
<b>6 Friday</b>	
Day Undergraduate	Last day to change course schedule for J-Term.
<b>9 Monday</b>	
iLynn	Spring I term (1/9/17 – 3/4/17) classes begin.
Evening Graduate	Spring I term (1/9/17 – 3/4/17) classes begin.
<b>13 Friday</b>	
Day Undergraduate	Last day to submit a Florida Resident Access Grant application to the Office of Student Financial Services.
iLynn	Last day to submit a Florida Resident Access Grant application to the Office of Student Financial Services.
<b>16 Monday</b>	<b>Martin Luther King Jr. Day – University Closed</b>
Day Undergraduate	No classes.
Day Graduate	No classes.
iLynn	No classes; to be made up Friday, Jan. 20.
Evening Graduate	No classes; to be made up Friday, Jan. 20.
<b>17 Tuesday</b>	
iLynn	Last day to change course schedule (add/drop) for Spring I term.
Evening Graduate	Last day to change course schedule (add/drop) for Spring I term.
<b>18 Wednesday</b>	
Day Undergraduate	Last day to withdraw from any class for the J-Term and receive a grade of "W."
<b>20 Friday</b>	
Day Undergraduate	J-Term ends.
iLynn	Make up day for Jan. 16.
Evening Graduate	Make up day for Jan. 16.
<b>23 Monday</b>	
Day Undergraduate	Spring semester (1/23/17 – 5/12/17) classes begin.
Day Graduate	Spring semester (1/23/17 – 5/12/17) classes begin.
<b>27 Friday</b>	
Day Undergraduate	Last day to change course schedule (add/drop) for Spring semester.
Day Graduate	Last day to change course schedule (add/drop) for Spring semester.
<b>30 Monday</b>	
Day Undergraduate	Final grades for J-Term due from faculty by 5 p.m.

### FEBRUARY

<b>20 Monday</b>	<b>Presidents' Day – University Closed</b>
Day Undergraduate	No classes.
Day Graduate	No classes.

iLynn	No classes; to be made up Friday, Feb. 24.
Evening Graduate	No classes; to be made up Friday, Feb. 24.

<b>24 Friday</b>	
iLynn	Last day to withdraw from any class for Spring I term and receive a grade of "W." Make Up Day for Feb. 24.
Evening Graduate	Last day to withdraw from any class for Spring I term and receive a grade of "W." Make Up Day for Feb. 24.

### MARCH

<b>4 Saturday</b>	
iLynn	Last day of classes for Spring I term.
Evening Graduate	Last day of classes for Spring I term.
<b>6 Monday – 10 Friday</b>	<b>Spring Break</b>
Day Undergraduate	No classes.
Day Graduate	No classes.
iLynn	No classes.
Evening Graduate	No classes.
<b>13 Monday</b>	
Day Undergraduate	Classes resume for Spring semester.
Day Graduate	Classes resume for Spring semester.
iLynn	Final grades for Spring I term due by 5 p.m.
Evening Graduate	Spring II term (3/13/17 – 4/29/17) classes begin. Final grades for Spring I term due by 5 p.m. Spring II term (3/13/17 – 4/29/17) classes begin.
<b>15 Wednesday – 16 Thursday</b>	
	Senior Salute (All students graduating in the Spring or Summer must attend)
<b>17 Friday</b>	
Day Undergraduate	Progress report grades due from faculty by 5 p.m.
<b>20 Monday</b>	
iLynn	Last day to change course schedule (add/drop) for Spring II term.
Evening Graduate	Last day to change course schedule (add/drop) for Spring II term.
<b>30 Thursday</b>	
Day Undergraduate	Advisement and registration for Fall semester begins for students who have earned at least 75 credits.

### APRIL

<b>4 Tuesday</b>	
Day Undergraduate	Advisement and registration for Fall semester begins for students who have earned at least 45 credits.
<b>7 Friday</b>	
Day Undergraduate	Advisement and registration for Fall semester begins for students who have earned at least 20 credits.
<b>12 Wednesday</b>	
Day Undergraduate	Advisement and registration for Fall semester begins for all students.
<b>21 Friday</b>	
iLynn	Last day to withdraw from any class for Spring II term and receive a grade of "W."
Evening Graduate	Last day to withdraw from any class for Spring II term and receive a grade of "W."
<b>29 Saturday</b>	
iLynn	Last day of classes for Spring II term.
Evening Graduate	Last day of classes for Spring II term.

### MAY

<b>1 Monday</b>	
iLynn	Summer I term (5/1/2017 – 6/17/2017) classes begin.

Evening Graduate Summer I term (5/1/2017 – 6/17/2017) classes begin.

**5 Friday**

Day Undergraduate Last day to withdraw from any class for the Spring semester and receive a grade of "W."

Day Graduate Last day to withdraw from any class for the Spring semester and receive a grade of "W."

**8 Monday**

iLynn Last day to change course schedule for (add/drop) Summer I term.

Final grades for Spring II term due from faculty by 5 p.m.

Evening Graduate Last day to change course schedule for (add/drop) Summer I term.

Final grades for Spring II term due from faculty by 5 p.m.

**12 Friday**

Day Undergraduate Spring semester ends.

iLynn Commencement.

Day Graduate Commencement

Spring semester ends.

Evening Graduate Commencement

**13 Saturday**

Day Undergraduate Commencement.

**15 Monday**

Day Undergraduate Summer session (5/15/2017 – 6/09/2017) begins.

Day Graduate Summer semester (5/15/2017 – 8/4/2017) begins.

**16 Tuesday**

Day Undergraduate Last day to change course schedule for summer session (add/drop).

**19 Friday**

Day Graduate Last day to change course schedule (add/drop) for Summer semester.

**22 Monday**

Day Undergraduate Final Spring semester grades due no later than 5 p.m.

Day Graduate Final Spring semester grades due no later than 5 p.m.

**29 Monday**

Day Undergraduate **Memorial Day – University Closed**

Day Graduate No classes.

iLynn No classes.

No classes; to be made up Friday, June 2.

Evening Graduate No classes; to be made up Friday, June 2.

## JUNE

**2 Friday**

Day Undergraduate Last day to withdraw from summer and receive a grade of "W."

iLynn Make Up Day for Monday, May 29.

Evening Graduate Make Up Day for Monday, May 29.

**9 Friday**

Day Undergraduate Summer session ends.

iLynn Last day to withdraw from any class for Summer I term and receive a grade of "W."

Evening Graduate Last day to withdraw from any class for Summer I term and receive a grade of "W."

**17 Saturday**

\*\*\* Dates are subject to change.

iLynn Last day of classes for Summer I term.

Evening Graduate Last day of classes for Summer I term.

**19 Monday**

Day Undergraduate Final grades for Summer session due from faculty

**26 Monday**

iLynn Summer II term (6/26/2017 – 8/19/2017) classes begin.

Last day to change course schedule (add/drop) for Summer II term.

Evening Graduate Summer II term (6/26/2017 – 8/19/2017) classes begin.

iLynn Final grades for Summer I term due from faculty no later than 5 p.m.

Last day to change course schedule (add/drop) for Summer II term.

Evening Graduate Final grades for Summer I term due from faculty no later than 5 p.m.

## JULY

**4 Tuesday**

**University Closed for Independence Day**

**5 Wednesday**

iLynn Last day to change course schedule (add/drop) for Summer II term.

Evening Graduate Last day to change course schedule (add/drop) for Summer II term

**28 Friday**

Day Graduate Last day to withdraw from any class for Summer semester and receive a grade of "W."

## AUGUST

**1 Tuesday**

Day Undergraduate Fall 2017 charges due.

**4 Friday**

Day Graduate Last day of Summer semester.

**11 Friday**

iLynn Last day to withdraw from any class for Summer II term and receive a grade of "W."

Evening Graduate Last day to withdraw from any class for Summer II term and receive a grade of "W."

**14 Monday**

Day Graduate Final Summer grades due from faculty no later than 5 p.m.

**19 Saturday**

iLynn Last day of classes for Undergraduate Summer II term.

Evening Graduate Last day of classes for Graduate Summer II term.

**28 Monday**

iLynn Final Summer II grades due from faculty no later than 5 p.m.

Evening Graduate Final Summer II grades due from faculty no later than 5 p.m.







# Message from President Ross



Dear Student:

Welcome to the 2016-2017 academic year at Lynn University. Our long-held mission is to provide the education, support and environment that enables individual students to realize their full potential and to prepare for success in the world.

This is a transformational time in education, and as technology continues to evolve, Lynn is very proud to be an early adopter. As part of our curriculum, we launched our iPad initiative, one of the most extensive tablet-based learning efforts in the country. As a result, Lynn has been recognized twice as an Apple Distinguished School for our willingness to work with students on how they live and learn today, as well as named one of the nation's most innovative schools by U.S. News & World Report. Each iPad is preloaded with core curriculum multi-touch books created by our faculty members, and we are proud to have supportive faculty and staff dedicated to the success of our diverse student body.

Lynn University has emerged as a center for discourse, and we welcome renowned speakers and thought leaders to our campus each year to engage in important conversations. Our commitment to facilitating face-to-face, open exchanges of ideas is also prominent in our path-breaking core curriculum, the Dialogues.

A Lynn education stands apart from all others, and your time here will be filled with dynamic courses, unique learning experiences, and countless opportunities for intellectual and personal growth. By studying at our university, you are making one of the most important investments in your life, your education, and whether you are just beginning your undergraduate career or completing studies for an advanced degree, we are happy to have you as a member of the Lynn family.

I hope you have a wonderful and successful academic year, and please remember that we are all here to support you as you pursue your academic goals.

Sincerely,



Kevin M. Ross

President





## Chapter I.

# Overview and Introduction to Lynn University

### General Information

Lynn University is an independent, innovative college based in Boca Raton, Florida. With more than 2,500 students from almost 100 countries and nearly all 50 U.S. states, the school is consistently ranked among the top five most international schools by *U.S. News and World Report's* "Best Colleges." Lynn's NCAA Division II Fighting Knights have won 23 national titles, and its Conservatory of Music features a world-renowned faculty of performers and scholars. The school's Dialogues of Learning curriculum, award-winning iPad program and international student base help Lynn graduates gain the intellectual flexibility and global experience to fulfill their potential in an ever-changing world. For more information, visit [www.lynn.edu](http://www.lynn.edu).

### Academic Programs

Lynn University is focused on one thing: student success. Our merit-based structure ensures that our professors concentrate on the art of teaching—making good students great and great students remarkable. Lynn undergraduate, graduate and certificate programs emphasize career preparation and intellectual exploration through dialogue and experience. Our flexible degree programs are designed to fit how students learn and live ... whether they are embarking on a career path for the very first time, continuing education to fulfill a lifelong dream, or brushing up on skills to become a more valuable employee.

The university is comprised of four colleges—College of Arts and Sciences, College of Business and Management, College of Education—and College of International Communication—plus the School of Aeronautics and the Conservatory of Music. Lynn's Institute for Achievement and Learning offers internationally recognized programs to help students with learning differences become independent learners.

### Location

Lynn University is located in residential Boca Raton on South Florida's Gold Coast. Geographically, the city and its surroundings are a center of international trade, linking multi-national companies that serve the world marketplace. Lynn is surrounded by innumerable hotels, clubs, resorts and professional sports teams, offering incredible opportunities for students. The university's location in this hub provides a dynamic medium for educational exchange and learning, including excellent internship opportunities. Boca Raton is located halfway between Palm Beach and Fort Lauderdale and only three miles from the Atlantic Ocean. Accessible from major roadways, Boca Raton is within easy travel distance of three major airports. Nearly 50 percent of Lynn's undergraduate students, including all freshmen, live on campus.

### Mission

The mission of Lynn University is to provide the education, support and environment that enable individual students to realize their full potential and to prepare for success in the world.

### Vision

Lynn's vision is to be recognized as one of the most innovative, international and individualized small universities in America. Lynn University will capitalize on its youth, location and close student and faculty bonds to become a forerunner institution, a different kind of learning center, an independent, innovative 21st-century university that is unusually devoted to preparing young persons for America's and the world's future. To do so, Lynn will:

1. Remain relatively small, with approximately 2,400 undergraduate and 600 graduate students, and 500 or more adults enrolled annually in continuing education courses and institutes. Lynn will also remain a multi-faceted, coeducational, primarily residential university with a small-college atmosphere.
2. Admit a wide array of diverse students, from those with learning differences to the gifted, and those from many countries of the world and states across the nation.
3. Be grounded in the liberal arts but contain a collection of colleges oriented toward emerging professional opportunities, each of which feature superior teaching, applied learning, international focus and experiences.
4. Contain a hallmark student development program that discerns each student's strengths, shortcomings, and special needs and works to develop his or her full capabilities.

(Approved by the Board of Trustees Oct. 12, 2005)

### History

When the university was founded in the early 1960s, the campus was surrounded by bean farms, strawberry fields and orchards. Today, the institution has grown to 115 acres in a county of close to 1.37 million residents. The university's South Florida home has become one of the most strategic international gateways to America and an important center of finance, commerce, culture and international trade.

Originally named Marymount College, later the College of Boca Raton, and then renamed Lynn University in 1991, it began as a two-year college from 1962 to 1986. Lynn celebrated the 50th anniversary of its founding in 2012-2013.

Kevin M. Ross became Lynn University's president on July 1, 2006. He succeeded Donald E. Ross, who saved Marymount College from closing, and served as president from 1971 to 2006.

On March 16, 2012, Lynn dedicated the Remembrance Plaza, to honor the legacies of the four students and two faculty members who died in the 2010 Haiti earthquake while performing community service. The Keith C. and Elaine Johnson Wold Performing Arts Center opened in spring 2010 and hosted the Oct. 22, 2012 presidential debate.

Lynn's growth continued with the addition of The Mohammed Indimi International Business Center, Central Energy Plant and Bobby Campbell Stadium in 2014, and the Snyder Sanctuary and Perper Intramural Field in 2015.





## Chapter II.

# Campus Life

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

Student organizations covering a wide range of interests offer the opportunity to develop many talents and skills. By participating in these activities, the student is exposed to situations that challenge initiative and leadership. The Office of Student Affairs includes the Vice President for Student Affairs, Dean of Students, Associate Dean of Students, Campus Recreation, Counseling Center, Women's Center, Multicultural Affairs, Housing and Residence Life, Health Center, Campus Safety, Student Conduct, and Center for Student Involvement. The Office of the Dean of Students provides assistance in securing advice on university-related concerns. The dean is also responsible for maintaining an open line of communication between staff, students and parents.

### Student Involvement

The Center for Student Involvement is committed to providing a variety of activities that complement the university's academic program. Students can choose activities that will contribute to their personal development and enjoyment: student government, service clubs, Greek life and participation in any number of special interest organizations. Social activities include game shows, dances, comedy acts, live music, cultural events, international festivals, films, pool parties, sports days, award dinners, and novelty entertainment.

### Campus Recreation

Students are encouraged to participate in a wide range of intramural programs, including basketball, flag football, soccer, volleyball, kickball, softball, tennis, billiards, ping pong, and others.

### Club Sports

The university currently offers three club sports; soccer, hockey and dance. Depending on student interest, other club sports such as lacrosse and baseball can be established. Uniforms, coaches and schedules are provided for the club sports teams. Soccer competes in a club sports league. There is a club sports fee for each student who chooses to participate in a club sport.

### Residence Halls

Lynn University's five residence halls (Lynn, Trinity, de Hoernle, Freiburger and E. M. Lynn) provide living accommodations for more than half of the university's students. All room accessories (bedspreads, lamps, etc.) are provided by the student. Computer Internet access and cable television connections are provided. The Office of Housing and Residence Life assigns new students rooms and roommates. Returning

students must choose their rooms and roommates before leaving campus for the summer. Through the cooperative efforts of all, a living environment rich with the joys of friendship and sharing adds a new dimension to the learning experience.

A resident assistant is a para-professional staff member and student whose primary responsibility is to build a community atmosphere among students in each hall. They also have the authority to refer to the Office of Student Conduct and Community Standards any student who is suspected of violating campus policies.

### Room and Board Schedules

Day Division full-time undergraduate resident students are required to be on a meal plan. The Elmore Dining Commons is open 24/7, and all residential students have unlimited meals as part of their assigned meal plan.

Students with less than 60 academic credits and students who are under 21 years of age are required to reside on campus. Exceptions include students who live with their parents within commuting distance and those who are married or have children.

### Counseling Center

Counseling at Lynn University aims to further the total development of each student. This accent on the complete individual implies a very definite interest in all phases of the life of the student whose academic, personal and social welfare are of primary concern. Counseling is provided on an individual basis, and records are maintained in strict confidence by the director of counseling. In addition, alcohol and substance abuse prevention literature and referral services are continually available through the Counseling Center.

### Health Center

During scheduled hours, the Health Center staff provides limited medical services to members of the Lynn community. If a serious health problem arises, the staff may refer a student to the services of qualified off-campus medical personnel.

Every student living on campus is required to submit a complete immunization record before being allowed to enroll.

#### Residential students:

The following health documentation will be required for all students residing on campus: Health History and Authorization for Treatment forms, physical exam within past 12 months, and a record or waiver of immunizations for: MMR (2 doses), Meningococcal Meningitis, and Hepatitis B.

#### Non-residential students:

Health forms will not be required at the time of enrollment for students not residing on campus. However, those students will be required to sign a Health History, Authorization for Treatment and any immunization exemption forms if/when seen in the Health Center for medical treatment.

The university assumes no financial responsibility for medical services performed other than the university nurse's official services, nor does it pay any hospitalization costs, including deductibles.

Students who refuse treatment or hospital admission do so at their own risk. If a student is ill, it is the student's responsibility to report the illness to the Health Center, residence hall staff and/or Student Affairs.

If a student requires medication on a regular basis, he or she is advised to establish a relationship with a local pharmacy. Parents or guardians may be contacted by the university in cases involving students who are transported to the hospital.

### **Insurance**

All students are required to carry medical insurance. Students are required to provide proof of insurance before enrolling at the university or sign up for the university plan. Information about student medical insurance is available from the Office of Student Financial Services.

### **Medical/Mental Health Readmission Requirements**

Inherent in the policies outlined here regarding the care and concern of students with medical and/or mental health issues is the encouragement of receiving proper treatment and professional services. For students who are voluntarily or involuntarily required to withdraw from Lynn University for medical and/or mental health reasons, the university's predominant concern is that the students receive the appropriate professional treatment. Lynn University wishes to provide sufficient time away from academic concerns to adequately address the issues that necessitated a leave. Failure to seek ongoing appropriate treatment will seriously infringe upon the readiness to resume student status, and the university will withhold readmission until appropriate treatment has been received and documented.

Prior to readmission, a student on medical/mental health leave must provide documentation from the attending medical/mental health professional to the Dean of Students or his or her designee one month prior to the anticipated return date. The documentation MUST include: reasons for treatment, frequency and duration of treatment, full assessment of medical and/or psychological status including history and diagnostic impression, and recommendations/treatment plan for continued recovery. The university also requires that the attending professional assesses whether the student is intellectually, physically and psychologically able to handle academic demands and a return to the university community. If the preceding information is not included, the university reserves the right to delay readmission until proper treatment/documentation has been received. All responsibility for providing the required documentation rests solely on the student who desires readmission.

Once all required documentation is provided, this information will then be reviewed by the appropriate Lynn University health care professionals and by the Dean of Students or his or her designee. During the period of readmission consideration, the student may be required to permit the Dean of Students or his or her designee to communicate with the student's health care provider. The purpose of this communication will be to gather additional information pertaining to the student's readiness to return to the rigors of academic life. If the student is permitted to return, the university may at that time set forth special conditions or requirements, such as meetings with the Dean of Students or other university medical/professional personnel to monitor the student's progress. In addition, the student may be required to establish an ongoing professional relationship with Counseling Center or Health Center staff. The decision to allow a student to

return from a medical leave of absence may be reversed if the student fails to abide by the special conditions for return or if the student fails to be a responsible member of the Lynn University community.

### **Substance Abuse**

Lynn University strives to maintain a drug-free environment of any drug as defined by local, state and/or federal law, including marijuana is expected. Any student found in possession of or involved with any type of drug will be sanctioned by the university's conduct review board. A university representative will communicate with the parents if the student is found responsible for a violation of the university drug policy.

Students of legal age are permitted to have alcohol in the privacy of their rooms. Students who choose to drink alcoholic beverages must do so in a responsible manner. Students are not permitted to have alcoholic beverages in public areas (i.e., hallways, lounges, pool, etc.). Students who violate the alcohol policy will be sanctioned by the university's conduct review system.

### **Substance Abuse Prevention Program**

The university recognizes the problems that exist in today's society with regard to alcohol and substance abuse. As such, alcohol and substance abuse literature, counseling and referral services are available through the Counseling Center. Lynn University is in compliance with the Drug-Free Workplace Act.

## **General Student Life Regulations and Policies**

The university regards its students as responsible young adults and allows them considerable personal freedom. Specific rules, regulations and procedures are found in University Policies, Volume VI, Student Life Policies.

Policies are created to help promote a community atmosphere that is conducive to the pursuit of an academic program. Violation of the university code of conduct may lead to disciplinary action.

Upon dismissal or suspension from the university, the student's tuition and fees will not be refunded. Further, in the event that there has been only a partial payment of fees and tuition, the university will consider the balance due. There will be no refund of tuition, fees, charges or any other payments made to the university in the event that the operation of the university is suspended at any time as a result of any act of God, strike, riot, disruption or for any other reason beyond the control of the university. Admission of a Lynn University student for any academic year does not imply that such student will be reenrolled in any succeeding academic year.

### **Automobiles**

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

### **Dismissal**

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



### Property Damage Responsibility

Lynn University does not assume responsibility for loss or damage to students' personal property and effects. Insurance protection for personal effects should be obtained from an independent source in conjunction with parents' insurance or students' insurance. Resident students are responsible for their residence hall rooms. Damage to residence hall rooms and public areas on campus are assessed based on individual, joint or group responsibility. The university attempts to identify individuals responsible for damage or vandalism. When such identification is impossible in a residence hall, all students who reside in the particular area must bear an equal portion of the cost and responsibility. Rental safes are available for each student within the residence hall rooms.

### Public Access to the University Campus

Individuals wishing to enter the campus of this private institution for the purpose of meeting or visiting with students, faculty or staff must check in at a security gate and state their business on campus. This includes the news media and anyone who may have business with students, faculty or staff members.

Access to campus is restricted from 9 p.m. - 7 a.m. All persons, student or non-student entering campus after 9 p.m., must provide a valid form of photo identification (Lynn ID card or driver's license). This requirement also pertains to all passengers and guests in a vehicle. This policy is intended to safeguard the privacy of the university community and to help ensure a safe and secure campus environment. Students must assume full responsibility for their guests.

### Athletics

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

Intercollegiate athletic programs are open to all students in accordance with NCAA, Sunshine State Conference and institutional eligibility standards. Currently active intercollegiate teams include men's soccer, basketball, baseball, lacrosse, golf and tennis, and women's golf, soccer, basketball, tennis, volleyball, swimming, cross country and softball.

The Higher Education Amendments of 1992 necessitated the development of the Equity in Athletics Disclosure Act of 1994. This disclosure of data on participation rates and financing of men's and women's sports in intercollegiate athletic programs at Lynn University is available in the Office of Student Financial Services.

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

### Student-Athlete Substance Abuse Prevention Policy

Lynn University seeks to promote the development of each student-athlete's intellectual, emotional and social capabilities. The university has established a drug education and testing program in compliance with National Collegiate Athletic Association (NCAA) recommendations. This program includes random drug testing by the university and the NCAA.

All student-athletes representing Lynn University are required to sign a form of consent regarding this policy. The university's goal is to better educate its student-athletes on the hazards of substance abuse and the value of prevention programs.







## Chapter III.

# Lynn University Campus

Lynn University's picturesque 123-acre campus is landscaped with a variety of tropical and semi-tropical plants and trees. Five lakes reflect the natural beauty of the setting and enhance the harmonious design of the architecture.

### Campus Resources

The **Ronald and Kathleen Assaf Academic Center** provides classrooms, science labs and art studios. Rooms in this two-story structure open onto a scenic courtyard and the Sensormatic Wing. Faculty offices are located on both floors of the building.

The **Central Energy Plant**, adjacent to the de Hoernle Sports and Cultural Center, provides chilled water to the entire campus for the university's air conditioning needs. The two-story building, dedicated in February 2014, utilizes reclaimed water (IRIS) in its cooling tower system, dramatically reducing potable water consumption and supporting Lynn's Going Green initiatives. Color-coded piping in the plant aids in educating visitors on the different systems in the building, which include sewer, water, electric power, chemical supply and building controls.

The **Count and Countess de Hoernle International Center** is home to the Conservatory of Music. The 35,000-square-foot center comprises two wings, the Doyle Wing and the Gordon and Mary Henke Wing, as well as the Amarnick-Goldstein Concert Hall; the Benjamin Olewine III Culinary Institute and John and Barbara Fox Laboratory Kitchen.

The **Louis and Anne Green Center for the Expressive Arts** includes the Institute for Achievement and Learning, Student Financial Services, Office of the Registrar, General Counsel, Employee Services, Information Technology, Purchasing and Accounts Payable, and the Office of the Vice President for Finance.

The **Hannifan Center for Career Connections**, located in the Eugene M. and Christine E. Lynn Library, provides comprehensive career services to all enrolled students and alumni of Lynn University free of charge. Career Services aims to: 1) assist students and alumni in making sound career plans based on their beliefs and values, skills and aptitudes, interests, personality traits, and knowledge of the world of work, 2) facilitate career opportunities, 3) provide students and alumni access to state-of-the-art technologies, and 4) promote continuous professional and personal growth opportunities for students and alumni. The center partners with Lynn University faculty and staff to create career programs that meet the needs of our diverse student population. Students and alumni are encouraged to make a private consultation appointment to discuss their education and career planning by calling the center directly at 561-237-7286.

The **Mohammed Indimi International Business Center** is the home of the College of Business and Management. This 32,000-square-foot facility includes 10 classrooms, 10 study rooms, an Idea Lab, Investment Center and 32 staff and faculty offices. The center features state-of-the-art technology for video-conferencing and collaborative spaces that complement the teaching pedagogies at Lynn. The flexible design allows for efficient and effective styles of teaching and learning. Focused study and group study as well as traditional classroom learning promote the values of

entrepreneurship in global business. The building is the first Leadership in Energy and Environmental Design (LEED) Platinum certified building on campus. This is the highest level of certification awarded by the United States Green Building Council (USGBC).

The **Eugene M. and Christine E. Lynn Library**, completed in 1996, is the center of Lynn's academic community with many resources and services that support learning.

The library's learning resources include a collection of approximately 100,000 physical items, including books, journals, magazines, CDs, music scores and DVDs. The library's electronic resources are vast. A carefully selected collection of research databases contains more than 100,000 e-journal titles, biographical information, market and company research, reference e-books, statistics, images, and more, and is accessible through the library Web site. The library also has more than 170,000 e-books that are accessible via the Web. All e-resources are available on- or off-campus, 24 hours a day.

The library has about 70 PC and Mac workstations, several high-speed scanner/printers, and wireless access is available throughout the building. The music library has 2 computer workstations equipped with a MIDI ready keyboard to accommodate musical composition activities. The Perper Coffee House, located just inside the main entrance to the right, is open seven days a week and offers a variety of refreshments and snacks.

In addition to the library's services and learning resources, the building is home to the offices of the President Emeritus, the Vice President for Academic Affairs, the Chief Information Officer, Information Technology Support Services Desk, the Hannifan Center for Career Connections, the Eugene and Christine E. Lynn College of International Communication and the Center for Instructional Innovation.

The **Lynn Student Center** includes Christine's, as well as the Elmore Dining Commons, Landgren Chapel, auditorium, the Office of Residence Life and Housing, and the Office of Student Involvement offices and student meeting room.

The **Landgren Chapel** is dedicated to the memory of Harold and Agnes Landgren. Liturgy is celebrated at 12:05 p.m. Monday through Friday and at 7 p.m. on Sundays. The chapel is available for all faiths and denominations that find the space appropriate for their use.

The **Perper Plaza**, named for Mary and Harold Perper, is located in the front courtyard of the Lynn Student Center, and serves as a gathering place for students, staff and faculty.

The **Lynn University Remembrance Plaza** honors the legacies of the four students and two faculty members who died in the 2010 earthquake in Haiti while performing community service. Dedicated in March 2012, the memorial is a place of contemplation, hope and inspiration for the campus community. It features a continuous, cascading waterfall, a free-flowing water curtain, prisms shimmering with light, a wall of iridescent imported granite, a viewing platform overlooking the lake, an embedded fragment of the Hotel Montana where our students and faculty were at the time of the earthquake, memorial plaques, and benches for reflection and meditation.

The **Burton D. Morgan School of Aeronautics**, a 2,700-square-foot facility located at the Boca Raton Airport, houses a state-of-the-art Frasca flight training device and is home to the university's fleet of Cessna 172 and Cirrus SR-20 aircrafts.

The **Benjamin Olewine III Preserve** is a 11.59-acre pine scrub preserve. One of the oldest plant communities in Florida, it stretches along the western boundary of the campus. The preserve provides a habitat for many plants and animals, and enhances the local community's biodiversity and animal habitat connectivity. It is home to several endangered species, which include the Florida gopher tortoise, the Florida mouse, the eastern indigo snake, scrub rosemary plant, blazing star plant and the nodding pinweed plant.

The **Charles E. and Dorothy F. Schmidt College Center**, at the university's main entrance off Military Trail, includes the Office of the President, Office of Admission, Office of Development and Alumni Affairs, and Office of Marketing and Communication.

The **Snyder Sanctuary** is designed for meditation, music, celebration and dialogue. It is unaffiliated with any religion and is a place where students are encouraged to explore different beliefs and shared values. Its outdoor labyrinth provides ancient ritual patterns for meditation. A 2,142-square-foot wing includes a lobby, lounge, classroom and preparatory room. The sanctuary's seating capacity is 140.

**St. Joseph Hall** includes the Perper Mailroom, a coin-operated laundry facility and the Campus Store, which sells supplies, clothing, snacks and gifts. The store also provides check-cashing services. The building also houses the Enrollment Center.

The **Keith C. and Elaine Johnson Wold Performing Arts Center** at Lynn University, designed by noted architect Herbert S. Newman, is a state-of-the-art performance facility. Dedicated in March 2010, the 750-seat theatre features superb acoustics and a modern lighting system. The studio provides the traditional "black box" environment for smaller or more avant-garde drama productions or musical performances.

Backstage accommodations include men's and women's dressing rooms, the requisite green room, two star dressing rooms and three administrative offices. Other amenities include the on-site box office, refreshment area and a salon with terrace. Additional facilities house the costume room, theatre prop storage and the scenery shop.

"Through Poppied Fields," a sculpture by Seward Johnson, is located on the grounds of the Wold Performing Arts Center.

#### Athletics Facilities

**Bobby Campbell Stadium** is home to men's and women's soccer and the new men's lacrosse program. The 7,000-square-foot stadium includes a lighted Bermuda sod field, men's and women's soccer locker rooms, men's lacrosse locker room, storage room for uniforms and equipment, laundry facility, training room, coaches offices and public restrooms for fans. The stadium seats 500 spectators and features a central landscaped plaza where fans can gather.

The **Count and Countess de Hoernle Sports and Cultural Center** is a 33,000-square-foot multipurpose facility. The building houses a gymnasium, locker rooms, meeting rooms, a conference room and athletic department offices.

The **McCusker Sports Complex** includes two outdoor pools for year-round use, recreational tennis courts, basketball courts, soccer, softball and baseball fields; and space for volleyball and similar sports. Golf, polo, horseback riding and bowling are available near the campus.

The **Perper Tennis Complex** contains a total of six courts, covered chair-back stadium seating, an electronic scoreboard and is the first outdoor, lighted athletic facility on the Lynn campus.

#### Residence Halls

The **Count and Countess de Hoernle Residence Hall** is a coed building divided into four wings. Predominately first-year students reside in this residence hall. It is equipped with community-style bathrooms. A resident assistant coordinates community development opportunities for the residents. Basic cable television and wireless service is provided in each room.

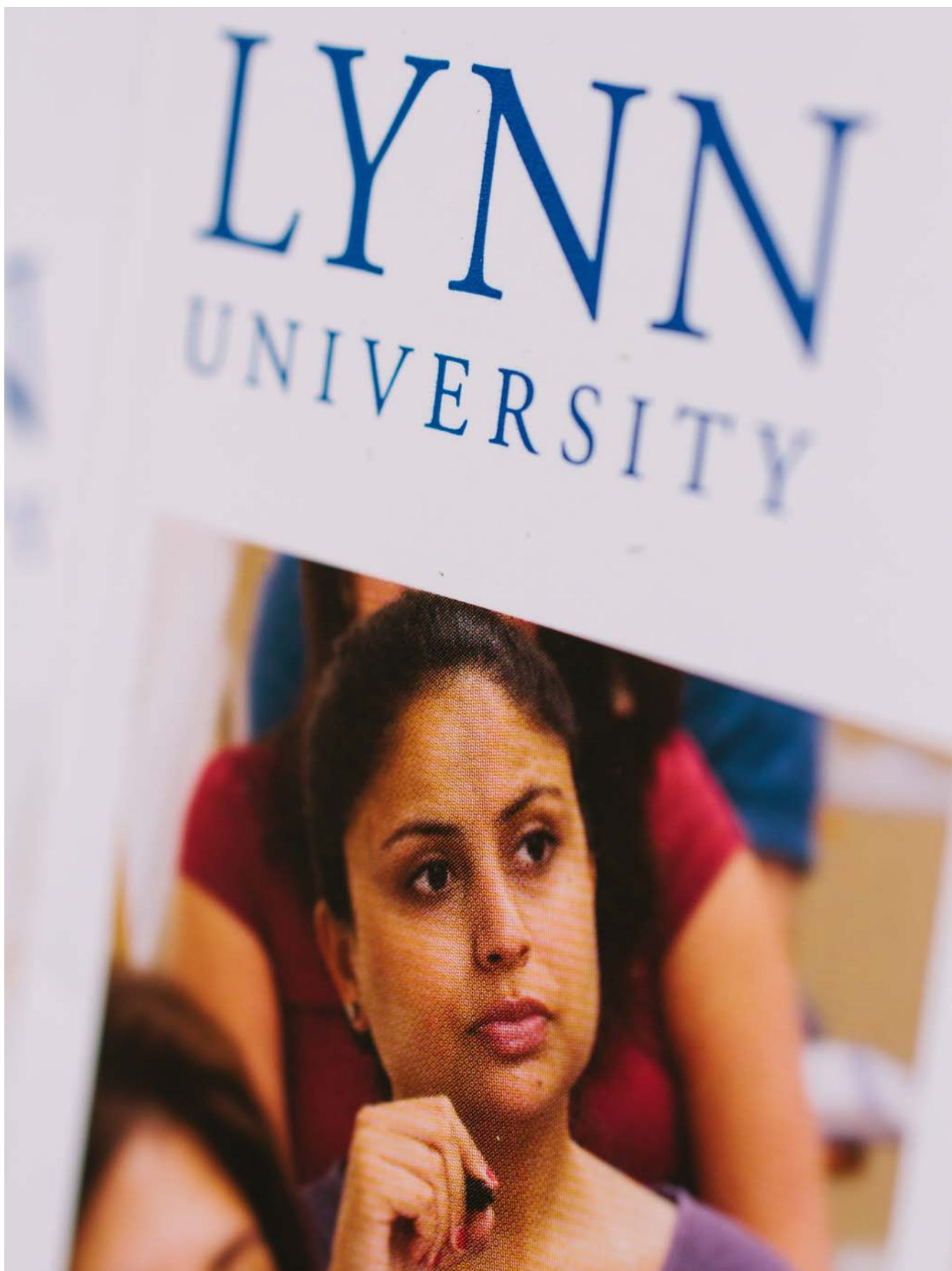
The **Betsey H. Freiburger Residence Hall** is a coed building divided into four wings. Predominately first-year students reside in this residence hall. It is equipped with community-style bathrooms. Basic cable television and wireless service is provided in each room. A resident assistant coordinates community development opportunities for the residents. The faculty offices of the College of Arts and Sciences are located on the first floor.

The **E. M. Lynn Residence Center** is a five-story coed building which opened in 2002. It is equipped with television lounges, entertainment rooms including pool and table tennis, and computer labs. Rooms are spacious with walk-in closets and private bathrooms. This building consists of triple occupancy accommodations. A resident assistant coordinates community development opportunities for the residents. The building also houses the offices of student life and the Health Center.

The **Eugene M. and Christine E. Lynn Residence Center** is a coed building. Rooms are spacious with walk-in closets and private bathrooms. Resident assistants coordinate community development opportunities for the residents. Basic cable television and wireless service is provided in each room. This building consists of all triple occupancy rooms. The building includes Lynn Fitness Center, Intramural Office and television lounge.

**Trinity Residence Hall** is a three-story, coed residence hall. It is equipped with a television lounge and community-style bathrooms. Basic cable television and wireless service is provided in each room. An area coordinator coordinates community development opportunities for the residents. This residence hall also house College of Arts and Sciences offices.





## Chapter IV.

# Admission

### General Information

Lynn University welcomes and evaluates applications for enrollment from qualified students. Utilizing a holistic review process, the Office of Admission takes into consideration all information submitted on the application and supporting documents. The following is an overview of general admission policies. Further questions concerning enrollment procedures should be directed to the Office of Admission at +1 561-237-7900 or [admission@lynn.edu](mailto:admission@lynn.edu). Lynn University does not discriminate on the basis of race, color, religion, sex, sexual orientation, age, national origin, ancestry, citizenship, disability, pregnancy, genetic disposition, veteran or military status, marital status, familial status or any other legally protected characteristic in its educational and admission policies, scholarship and loan programs, athletic and/or other school-administered programs.

#### Visitors Are Welcome

All prospective students and their parents, guardians, families and friends are encouraged to visit Lynn University. The recommended time for high school students to see the university is during the spring semester of their junior year or during the fall semester of their senior year. Although campus interviews are not required, they are strongly encouraged. It is recommended that visits be scheduled while the university is in session and students are on campus, although visitors are welcome throughout the year. Campus visits can also be scheduled online by visiting [www.lynn.edu/visit](http://www.lynn.edu/visit).

## I. UNDERGRADUATE DAY DIVISION

### First-Year Students

#### Application Procedures

Lynn University encourages high school students to apply during or before the fall semester of their senior year. Applicants should submit the following:

- Completed application form including an essay and any required supplements ([www.lynn.edu/apply](http://www.lynn.edu/apply)). In addition to the Lynn University application, the Common Application and the Universal College Application are also accepted.
- Official transcripts indicating all secondary school course work and graduation dates or GED score report.
- Official SAT or ACT scores. Lynn University's school code for the SAT is 5437; the school code for the ACT is 0706. Students applying as test optional are not required to submit standardized test scores. (If you're a first-year student and you are home-schooled, then you are required to submit standardized test scores.)
- Letter of recommendation from a school guidance counselor or teacher. The recommender should comment on the student's academic performance, determination and motivation.
- \$45 non-refundable application fee.

### Important Deadlines

#### November 15 – Early Action

- Students who wish to apply early action should complete their application and supporting documents by November 15 and are notified of a decision by December 15.
- Early action is a nonbinding application for first-year students. Students admitted early action are not required to withdraw other applications.

#### December 1 – Spring Semester

- Students who wish to apply for the spring semester should complete their application and supporting documents by December 1 and are notified of a decision on a rolling basis.
- Applications completed after December 1 are reviewed on a space available basis.

#### February 1 – Presidential Scholarship

- Students who wish to be considered for the Presidential Scholarship should complete their application and supporting documents by February 1. Students are notified by April 15.

#### March 1 – Regular Decision

- Students who wish to apply regular decision should complete their application and supporting documents between November 16 and March 1. Admission decisions are made on a rolling basis with notifications sent by March 15.
- Applications completed after March 1 will be reviewed on a space available basis.

#### May 1 – Deposit

- All enrollment deposits are due.

Admitted applicants should submit a deposit to reserve a place in the class. This deposit is credited to the student's account and is non-refundable after May 1 for fall semester applicants. Admission to the university is contingent upon a student's successful graduation from high school. A final transcript with proof of graduation is required.

## Transfer Students

#### Application Procedures

A transfer student is someone who has attended another college or university after graduating from high school. Transfer students are welcome at Lynn University, and every effort is made to make the transfer of credits and completion of the degree requirements as easy as possible. Students with fewer than 12 transferable credits need to follow the application procedures outlined for first-year students. Transfer applicants should submit the following:

- Completed application form including an essay and any required supplements ([www.lynn.edu/apply](http://www.lynn.edu/apply)). In addition to the Lynn University application, the Common Application and the Universal College Application are also accepted.

- Official transcripts from the candidate's current college and from all previous colleges/universities attended.
- Dean of students certification and recommendation form signed by the dean of students at candidate's current or most recent college/university attended.
- \$45 non-refundable application fee.
- High school transcripts and SAT or ACT scores are *not* necessary if 12 or more transferable college credits have been successfully completed.

### Important Deadlines

#### December 1 – Spring Semester

- Transfer students who wish to apply for the spring semester should submit their application and supporting documents by December 1 and are notified of a decision on a rolling basis.
- Applications submitted after December 1 are reviewed on a space available basis.

#### July 1 – Fall Semester

- Transfer students are encouraged to apply as early as possible. The application and supporting documents should be submitted by July 1. Admission decisions are made on a rolling basis.
- Applications submitted after July 1 are reviewed on a space available basis.

Upon admission to Lynn University, students will receive an evaluation of transfer credits provided by the Office of the Registrar. Admitted applicants should submit a deposit to reserve a place in the class. This deposit is credited to the student's account and is non-refundable after May 1 for fall semester applicants.

Transfer credit is awarded for courses successfully completed at a regionally accredited institution or an institution whose accrediting organization is recognized by the Council for Higher Education Accreditation (CHEA).

Official transcripts from each institution attended must be submitted in order for the Office of the Registrar to complete a formal transfer evaluation. Courses completed outside of the United States require students to submit an official foreign credential evaluation and translation along with their official transcripts. Each transfer evaluation is reviewed by the Office of Academic Affairs and/or appropriate college faculty.

A course evaluated as equivalent to a Lynn course is accepted as that course. A course evaluated as inequivalent is accepted as an elective. If a preliminary evaluation is completed for a student based on an unofficial transcript, that evaluation will not be considered final until official documentation is received and reviewed for accuracy.

Although credits transfer in from other institutions, grades do not. Transfer courses are listed on the transcript with a grade of "T." A student's Lynn grade point average is based solely on courses completed at Lynn University. Transfer students must complete a minimum of 30 credit hours at Lynn University.

## International Students

International students are important and vital members of the Lynn community; they comprise approximately 25 percent of the student body.

You are considered an undergraduate international student if one of the following statements applies to you:

- You're a citizen of a country other than the U.S. and your passport is from that country
- You're a U.S. citizen and your home address, high school or university is outside of the U.S.
- You're a permanent resident of the U.S. and your home address, high school or university is outside of the U.S.

## International First-Year Students

### Application Procedures

Applicants should submit the following:

- Completed application form including an essay and any required supplements ([www.lynn.edu/apply](http://www.lynn.edu/apply)). In addition to the Lynn University application, the Common Application and the Universal College Application are also accepted.
- Official transcripts from each secondary school attended and official report of scores from all national school leaving examinations, if applicable. All educational documents must be accompanied by certified English translations, and documents submitted must carry the seal or stamp of the issuing educational institution. Uncertified photocopies are not acceptable.
- Official SAT or ACT scores. Lynn University's school code for the SAT is 5437; the school code for the ACT is 0706. Students applying as test optional are not required to submit standardized test scores. (If you're a first-year student and you are home-schooled, then you are required to submit standardized test scores.)
- Letter of recommendation from a school guidance counselor or teacher. The recommender should comment on the student's academic performance, determination and motivation.
- Official TOEFL, IELTS or PTE Academic test scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 71 (Internet-based), a minimum IELTS score of 6.0 or a minimum PTE Academic score of 50 will be considered for admission. To register, contact TOEFL ([www.toefl.org](http://www.toefl.org)), IELTS ([www.ielts.org](http://www.ielts.org)) or PTE ([www.pearsonpte.com](http://www.pearsonpte.com)). Lynn University's school code for TOEFL is 5437. Consideration for acceptance to the Bridge Program may be given to students who fall slightly below Lynn University's TOEFL/IELTS/SAT/PTE English requirement. These cases will be reviewed on an individual basis by the Office of Admission.
- \$45 non-refundable application fee.

### Important Deadlines

#### November 15 – Early Action

- Students who wish to apply early action should complete their application and supporting documents by November 15 and are notified of a decision by December 15.
- Early action is a nonbinding application for first-year students. Students admitted early action are not required to withdraw other applications.

#### December 1 – Spring Semester

- Students who wish to apply for the spring semester should complete their application and supporting documents by December 1 and are notified of a decision on a rolling basis.
- Applications completed after December 1 are reviewed on a space available basis.

### February 1 – Presidential Scholarship

- Students who wish to be considered for the Presidential Scholarship should complete their application and supporting documents by February 1. Students are notified by April 15.

### March 1 – Regular Decision

- Students who wish to apply regular decision should complete their application and supporting documents between November 16 and March 1. Admission decisions are made on a rolling basis with notifications sent by March 15.
- Applications completed after March 1 will be reviewed on a space available basis.

### May 1 – Deposit

- All enrollment deposits are due.

Admitted applicants should submit a deposit to reserve a place in the class. This deposit is credited to the student's account and is non-refundable after May 1 for fall semester applicants. Final acceptance is contingent upon successful graduation from high school. A final transcript with proof of graduation is required.

## International Transfer Students

### Application Procedures

A transfer student is someone who has attended another college or university after graduating from high school. Students with fewer than 12 transferable credits need to follow the application procedures outlined for first-year students. Transfer applicants should submit the following:

- Completed application form including an essay and any required supplements ([www.lynn.edu/apply](http://www.lynn.edu/apply)). In addition to the Lynn University application, the Common Application and the Universal College Application are also accepted.
- Official transcripts from each college or university attended. All educational documents must be accompanied by certified English translations, an official evaluation, and documents submitted must carry the seal or stamp of the issuing educational institution. Uncertified photocopies are not acceptable.
- Dean of students certification and recommendation form signed by the dean of students at candidate's current or most recent college/university attended.
- Official TOEFL or IELTS test scores if English is not the applicant's first language. Applicants with minimum TOEFL score 71 (Internet-based), a minimum IELTS score of 6.0 or a minimum PTE Academic score of 50 will be considered for admission. To register, contact TOEFL ([www.teofl.org](http://www.teofl.org)), IELTS ([www.ielts.org](http://www.ielts.org)) or PTE ([www.pearsonpte.com](http://www.pearsonpte.com)). Lynn University's school code for TOEFL is 5437. Consideration for acceptance to the Bridge Program may be given to students who fall slightly below Lynn University's TOEFL/IELTS/SAT/PTE English requirement. These cases will be reviewed on an individual basis by the Office of Admission.
- \$45 non-refundable application fee.

### Important Deadlines

#### December 1 – Spring Semester

- Transfer students who wish to apply for the spring semester should submit their application and supporting documents by December 1 and are notified of a decision on a rolling basis.

- Applications submitted after December 1 are reviewed on a space available basis.

#### July 1 – Fall Semester

- Transfer students are encouraged to apply as early as possible. The application and supporting documents should be submitted by July 1. Admission decisions are made on a rolling basis.
- Applications submitted after July 1 are reviewed on a space available basis.

Upon admission to Lynn University, students will receive an evaluation of transfer credits provided by the Office of the Registrar. Admitted applicants should submit a deposit to reserve a place in the class. This deposit is credited to the student's account and is non-refundable after May 1 for fall semester applicants.

Transfer credit is awarded for courses successfully completed at a regionally accredited institution or an institution whose accrediting organization is recognized by the Council for Higher Education Accreditation (CHEA).

Official transcripts from each institution attended must be submitted in order for the Office of the Registrar to complete a formal transfer evaluation. Courses completed outside of the United States require students to submit an official foreign credential evaluation and translation along with their official transcripts. Each transfer evaluation is reviewed by the Office of Academic Affairs and/or appropriate college faculty.

A course evaluated as equivalent to a Lynn course is accepted as that course. A course evaluated as not equivalent is accepted as an elective. If a preliminary evaluation is completed for a student based on an unofficial transcript, that evaluation will not be considered final until official documentation is received and reviewed for accuracy.

Although credits transfer in from other institutions, grades do not. Transfer courses are listed on the transcript with a grade of "T." A student's Lynn grade point average is based solely on courses completed at Lynn University. Transfer students must complete a minimum of 30 credit hours at Lynn University.

### The I-20 Form

International students requiring an F-1 student visa must meet all of the requirements outlined above. Once admitted, students must also submit the following documents for the I-20 Form (Certificate of Eligibility) to be issued:

- Completed Certification of Finance form accompanied by a bank letter or bank statement on bank letterhead, signed and dated by a bank representative.
- Copy of the biographical page of the applicant's passport. Note: This requirement does not apply to U.S. Citizens or U.S. Permanent Residents who are required to submit a notarized copy of their Permanent Resident Card (green card).
- Completed Transfer Eligibility Form. All international students who are currently studying in the United States on an F-1 student visa are required to submit this form.

Once all of the necessary documents have been received, students will be issued the I-20 Form. This form, as well as a valid passport and financial certification, must be presented at the nearest U.S. Embassy or Consulate in the student's country of residence to obtain the required F-1 student visa for study in the United States.

## The Bridge Program

The Bridge Program is designed specifically for Lynn applicants who score between 55 and 71 on the TOEFL (internet-based) or between 5.0 and 6.0 on the IELTS, and who meet all other university admission requirements. Students who are interested in applying for the Bridge Program should follow the application requirements for international first-year students. More information can be obtained at [www.lynn.edu/bridge](http://www.lynn.edu/bridge).

## Test Optional Admission

First-year students may apply for admission to Lynn University without submitting official SAT or ACT test scores. While the Office of Admission recognizes that standardized tests accurately measure aptitude for many students, tests of this nature may not always reflect a student's true potential. The university welcomes motivated students who will commit to becoming an active participant in their education and who will thrive in a highly individualized learning environment. Students who choose to apply test optional will be evaluated holistically with consideration given to their high school grade point average, strength of curriculum, progression of courses taken, letters of recommendation, and through an interview process if deemed necessary. First-year students who are homeschooled must submit standardized test scores.

## Institute for Achievement and Learning

After acceptance to the university, students wishing to enroll in the Institute for Achievement and Learning (IAL) must also submit:

- A current (within three years) psychoeducational testing (such as WISC/WAIS) or educational testing (such as the Woodcock Johnson – WJ). (All testing is housed confidentially by the Institute for Achievement and Learning.)

The Institute for Achievement and Learning offers students with learning differences an extraordinary opportunity to achieve at the college level. The menu of academic support services provides motivated students with learning differences additional academic support while promoting independent learning and academic achievement as students work toward completing a university degree.

For additional information regarding the Institute for Achievement and Learning, please refer to Chapter VII, Academic Support Services.

## Conservatory of Music

In addition to the general academic requirements for admission to Lynn University, applicants to the Conservatory of Music are required to audition and fill out a separate Conservatory application through Decision Desk. The Conservatory application contains audition scheduling information and electronic recommendation forms that can be emailed to recommenders. Contact the Conservatory directly for additional information ([music@lynn.edu](mailto:music@lynn.edu)).

## Additional Admission Procedures and Contact Information

Admitted applicants should submit a deposit to reserve a place in the class. This deposit is credited to the student's account and is non-refundable after May 1 for the fall semester. The New Student Enrollment Guide, available online for admitted students, contains valuable information and important materials that will need to be reviewed carefully. There are several forms that must be filled out and returned to the appropriate university department prior to arrival for orientation. If questions arise prior to their arrival on

campus, students are encouraged to contact the appropriate offices at any time.

Lynn University	561-237-7000
Office of Admission	561-237-7900
Office of Academic Affairs	561-237-7793
Disabilities Services/	
Institute for Achievement and Learning	561-237-7064
Learning Abroad	561-237-7075
Office of Residence Life	561-237-7236
Office of Student Services	561-237-7230
Office of the Dean of Students	561-237-7230
Office of the Registrar	561-237-7303

### Mailing Address:

Office of Admission  
Lynn University  
3601 North Military Trail  
Boca Raton, FL 33431-5598

## Placement and Testing

### Advanced Placement (AP)

Lynn University welcomes applicants who have taken College Board Advanced Placement examinations. Students with a score of 3 or higher on an official AP exam will be awarded credit upon receipt of official AP score report from the College Board. Actual course equivalency will be assigned by the registrar. Other advanced programs may be considered for credit on an individual basis and with proper documentation. AP information is available on the College Board Web site ([www.collegeboard.org](http://www.collegeboard.org)).

### International Baccalaureate (IB)

Lynn University reviews, evaluates and accepts International Baccalaureate (IB) higher level credentials for possible transfer credit on an individual basis in the context of a student's proposed area of study. The credit amount and placement level are subject to approval. Course credit is generally granted for each higher level (HL) examination passed with a score of 4 or higher in courses comparable to Lynn University courses and appropriate to the degree program. Credit is awarded only for courses at the higher level; no credit is awarded for IB standard level (SL) examinations, regardless of the scores earned. Lynn University recognizes the academic excellence of students participating in the IB program, and students who receive a full IB diploma with a score of 30 or higher may receive 30 credit hours at Lynn University.

### Cambridge A-Level Exams

Lynn University reviews, evaluates and accepts Cambridge A-Level and AS-Level exams taken individually or under the umbrella of the AICE Diploma for possible transfer credit on an individual basis in the context of a student's proposed area of study. The credit amount and placement level are subject to approval. Course credit is generally granted for each A and AS level examination passed with a grade of A to E in courses comparable to Lynn University courses and appropriate to the degree program. For more information regarding specific equivalencies to Lynn University courses, visit [www.lynn.edu/academics/prior-academic-credits](http://www.lynn.edu/academics/prior-academic-credits).

### College Level Examination Program (CLEP)

University credit also may be earned by taking the College Level Examination Program (CLEP) tests. Students may earn up to 30 credits from the general examination. CLEP information is available on the College Board Web site ([www.collegeboard.org](http://www.collegeboard.org)).

### Music Placement Exams

Placement exams are given in music theory, ear training, secondary piano (non-pianists) and keyboard skills (pianists) to determine placement of students in appropriate classes and to award



credit for those courses in which students meet the minimum requirements. Students earn degree credit for successfully passing placement exams. Placement exams are held during fall orientation and at the beginning of the spring semester if needed. Placement exams may be taken only once by each student.

## Additional Admission Options

### Early Admission

Students who wish to enter Lynn University directly after the 11th grade may apply for Early Admission if their guidance counselor recommends such action and their school permits. Students wishing to pursue this option should consult with the Office of Admission early in the 11th grade.

### Dual Enrollment

Lynn University's Dual Enrollment Program offers high school juniors and seniors an opportunity to take undergraduate day courses for college credit. Admission requirements include: high school junior or senior status, a GPA of 3.0 or higher, recommendation by the high school principal or his/her designee and a Dual Enrollment Program application. Students may earn up to seven credit hours per semester and must maintain a minimum GPA of 2.0. Students in the program have access to Lynn University resources, including the library. Students' grades will be posted to official Lynn University transcripts and be available for transfer to other colleges and universities. Tuition for this program is offered at a reduced rate.

### Accelerated Bachelor's Degree

Students who demonstrate a high level of academic achievement during their high school career and are highly motivated may be invited to enter Lynn's accelerated bachelor's degree program. Students enrolled in this program will take part in an accelerated bachelor's degree program and graduate with an undergraduate degree in three years. This program is available to all majors except music and education.

### Four Year Bachelor's + Master's

Students who successfully complete the accelerated bachelor's degree program are encouraged to apply for the graduate program and complete a master's degree in their fourth year. This program enables students and their families to save money on the cost of tuition while obtaining both an undergraduate and graduate degree in the time it takes to complete a traditional 4-year undergraduate degree. Please note: music and applied psychology clinical track are two-year graduate degree programs.

## II. iLYNN DIVISION

### General Information

The iLynn program serves adult students who are seeking to complete a bachelor's degree in a format that fits their life and schedule. The iLynn program operates on an accelerated schedule of six alternating seven- and eight-week terms throughout the year, taught in the evenings and online.

To accommodate working professionals, classes are offered Monday through Thursday from 6 p.m. to 10 p.m. and online. To validate professional competencies working adults accumulate outside the classroom, these students may earn up to 30 credits for work experience through the portfolio credit process. Students pursuing portfolio credits can meet with the assigned academic advisor or enroll in CAEL 100 to develop a portfolio demonstrating the required learning outcomes for the course in which the student

is seeking to receive portfolio credit. Approved general education courses from Straighterline will also be accepted for transfer credit.

Credit hours are earned through traditional classroom or distance learning instruction and transfer credits. At the bachelor's level, certain military service course credits (DANTES), CLEP (College Level Examination Program), ACE (American Council on Education), FDLE (Florida Department of Law Enforcement), Series 7 License and other professional certifications may qualify for academic credit. Students with transfer credits will receive a credit evaluation prior to enrolling.

### Application Procedures

Applicants should submit the following:

- Completed application form. ([www.lynn.edu/apply](http://www.lynn.edu/apply))
- Current résumé.
- Official transcripts from all institutions of higher learning (for transfer students) or official high school transcripts or GED score report.
- One letter of recommendation from an employer or professor.
- Statement of professional goals.
- \$45 non-refundable application fee.

Upon admission to Lynn University, transfer students will receive an evaluation of transfer credits provided by the Office of the Registrar. Transfer credit is awarded for courses successfully completed at a regionally accredited institution or an institution whose accrediting organization is recognized by the Council for Higher Education Accreditation (CHEA).

Official transcripts from each institution attended must be submitted in order for the Office of the Registrar to complete a formal transfer evaluation. Courses completed outside of the United States require students to submit an official foreign credential evaluation and translation along with their official transcripts. Each transfer evaluation is reviewed by the Office of Academic Affairs and/or appropriate college faculty.

A course evaluated as equivalent to a Lynn course is accepted as that course. A course evaluated as not equivalent is accepted as an elective. If a preliminary evaluation is completed for a student based on an unofficial transcript, that evaluation will not be considered final until official documentation is received and reviewed for accuracy.

Although credits transfer in from other institutions, grades do not. Transfer courses are listed on the transcript with a grade of "T." A student's Lynn grade point average is based solely on courses completed at Lynn University. Transfer students must complete a minimum of 30 credit hours at Lynn University.

International applicants must also provide:

- Official TOEFL/IELTS/PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 71 (Internet-based), a minimum IELTS score of 6.0 or a minimum PTE Academic score of 50 will be considered for admission. To register, contact TOEFL ([www.toefl.org](http://www.toefl.org)), IELTS ([www.ielts.org](http://www.ielts.org)) or PTE ([www.pearsonpte.com](http://www.pearsonpte.com)). Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.
- International Transcript Evaluation and course equivalency report for students who have attended schools outside of the United States.

### The I-20 Form

International students requiring an F-1 student visa must meet all of the requirements outlined above. Once admitted, students

must also submit the following documents for the I-20 Form (Certificate of Eligibility) to be issued:

- Completed Certification of Finance form accompanied by a bank letter or bank statement on bank letterhead, signed and dated by a bank representative.
- Copy of the biographical page of the applicant's passport. Note: This requirement does not apply to U.S. Citizens or U.S. Permanent Residents who are required to submit a notarized copy of their Permanent Resident Card (green card).
- Completed Transfer Eligibility Form. All international students who are currently studying in the United States on an F-1 student visa are required to submit this form.

Once all of the necessary documents have been received, students will be issued the I-20 Form. This form, as well as a valid passport and financial certification, must be presented at the nearest U.S. Embassy or Consulate in the student's country of residence to obtain the required F-1 student visa for study in the United States.

### III. GRADUATE DIVISION

#### General Information

The graduate programs at Lynn University focus on career and professional development, application of knowledge bases, clarification and development of professional and personal values, and the enhancement of intellectual and professional skills. As such, the graduate programs reflect increasing levels of complexity, requiring students to analyze, examine, question, synthesize and conduct research; to think creatively and problem solve; to develop appropriate communication and information technology skills; and to engage in active, collaborative and individual learning activities.

The graduate programs are organized within several colleges or are interdisciplinary. Each college is headed by a dean and has a program coordinator. The various graduate units cooperatively seek students whose maturity, academic ability, motivation and discipline qualify them for admission into the graduate programs of Lynn University.

Admission to a graduate program is based on submission of all required documents, including an application. Each graduate discipline requires specific skills and documents depending upon the focus of the program. Undergraduate prerequisites are required for specific programs, including the M.B.A. and the M.Ed. The Office of Admission or the graduate departments will guide applicants in meeting the requirements for individual graduate degrees ([www.lynn.edu/graduate](http://www.lynn.edu/graduate)). Also, students should consult the departmental listings in this catalog.

It is the student's responsibility to ensure that all required application materials are forwarded to the Office of Admission in a timely manner. If required, test scores must be received directly from the testing organization. All graduate applicants must submit undergraduate and graduate transcripts of all academic course work attempted. Transcripts must be official and sent directly from the issuing institution. Letters of recommendation will only be accepted if they are written by a supervisor or professor. Doctoral candidates have additional requirements including a personal interview.

#### Application Procedures

Applicants should submit the following:

- Completed application form. ([www.lynn.edu/apply](http://www.lynn.edu/apply))
- Current résumé.
- Official transcripts from all institutions of higher learning.
- One letter of recommendation from an employer or professor.
- Statement of professional goals.

- \$45 non-refundable application fee.

### International Graduate Students

#### Application Procedures

In addition to all of the application requirements for graduate certificate, master's and doctoral degree programs, international graduate applicants must also submit:

- Official International Transcript Evaluation and Course Equivalency Report.
- Official TOEFL/IELTS/PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 550 paper-based, 213 computer-based or 80 internet-based, a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered (not required for Professional Performance Certificate applicants). Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.

#### The I-20 Form

International students requiring an F-1 student visa must meet all of the requirements outlined above. Once admitted, students must also submit the following documents for the I-20 Form (Certificate of Eligibility) to be issued:

- Completed Certification of Finance form accompanied by a bank letter or bank statement on bank letterhead, signed and dated by a bank representative.
- Copy of the biographical page of the applicant's passport. Note: This requirement does not apply to U.S. Citizens or U.S. Permanent Residents who are required to submit a notarized copy of their Permanent Resident Card (green card).
- Completed Transfer Eligibility Form. All international students who are currently studying in the United States on an F-1 student visa are required to submit this form.

Once all of the necessary documents have been received, students will be issued the I-20 Form. This form, as well as a valid passport and financial certification, must be presented at the nearest U.S. Embassy or Consulate in the student's country of residence to obtain the required F-1 student visa for study in the United States.

### Graduate Financial Aid

- U.S. citizens and resident aliens may apply for all U.S. subsidized financial aid programs by visiting [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Lynn University's FAFSA Code is 001505. Questions regarding financial aid may be directed to the Student Financial Services Office at 561-237-7185 or [financialaid@lynn.edu](mailto:financialaid@lynn.edu).
- International students are *not* eligible for U.S. federal or state aid.
- A limited number of graduate assistantships are available, and the selection process is very competitive. Interested students must contact Employee Services at 561-237-7915 to apply.

### Non-Degree-Seeking Students

#### Application Procedures

Applicants should submit the following:

- Completed graduate application form and \$45 non-refundable application fee.

- Official transcripts with proof of an earned bachelor's degree from an accredited or internationally listed university.
- Additional documents may be required, and the applicant will be notified accordingly.

Note: Non-degree enrollment is limited to a maximum of nine credit hours, with the exception of those individuals seeking an ESOL endorsement.

## Graduate Re-enrollment

Please refer to page 58 for information regarding re-enrollment.

## IV. ADDITIONAL ADMISSION INFORMATION

As a learning centered institution, Lynn University welcomes students from a variety of academic backgrounds and abilities.

Note: Please see page 49 for specific academic policies regarding ADA policies and procedures.

## Reservation Agreements

Students enrolling at Lynn University do so with the understanding that they are in agreement with, and subject to, the following reservations by the university:

- Lynn University reserves the right of final decision in accepting candidates for admission. The student is subject to dismissal for submitting false or misleading information.
- The university reserves the right of final decision regarding course requirements for any degree program offered by the university and the content of individual courses.
- Enrolled students will abide by all Lynn University regulations and comply with all local, state and federal laws. The university reserves the right to suspend or dismiss students for violations of regulations. In such instances, tuition and fees paid to the university will not be refunded.
- Attendance at Lynn is a privilege granted solely by the university. The university reserves the right to withdraw, dismiss or suspend at any time a student whose conduct is deemed inconsistent with the standards, policies, rules and regulations of the university.

**Notice:** Lynn University makes every effort to assure completeness and accuracy in the catalog. However, due to the inevitable changing nature of listings and policies from year to year, possible errors, misprints or omissions may occur, for which the university shall not be held liable.

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



## Chapter V.

# Financial Information

## UNDERGRADUATE INFORMATION

All student charges must be paid in full before the student is allowed to register or attend classes. ALL STATEMENTS OF ACCOUNT ARE DUE AND PAYABLE IN FULL ON OR BEFORE THE DATE SHOWN ON THE STATEMENT. Since the university incurs many expenses of a continuing nature, such as salaries and maintenance, it is essential that the annual income from tuition and fees be assured in order to plan and maintain these services over the entire academic year. For this reason, it is understood that students are enrolled for the entire academic year or such portion as remains after the date of entrance. Furthermore, the university will not issue a diploma or transcript until all financial obligations have been satisfied. The university reserves the right to change, with or without notice, any of the fees printed in this catalog, and increases should be expected in subsequent years.

### 2016-2017 Fee Schedule

	Year	Semester
<b>Resident Student</b>		
Tuition	\$34,400	\$17,200
Room & Board (Double Occupancy)	\$11,640	\$5,820
Double with bathroom	\$12,720	\$6,360
Private with community bathroom	\$14,320	\$7,160
Private with shared bathroom	\$14,320	\$7,160
Private with private bathroom	\$14,930	\$7,465
Student Services Fee	\$1,000	\$500
Technology Fee (New Student)	\$750	\$375
Technology Fee (Returning Student)	\$950	\$475
Course Materials Fee (NewStudent)	\$500	

<b>Commuter Student</b>		
Tuition	\$34,400	\$17,200
Student Services Fee	\$1,000	\$500
Technology Fee (New Students)	\$400	\$200
Technology Fee (Returning)	\$600	\$300
Course Materials Fee (new students)	\$500	
Mandatory International Student Insurance		\$1,300
Domestic Student Insurance		\$1,300

<b>Institute for Achievement</b>		
Institute A		
(1 year required)	\$11,750	\$5,875
Institute B		
(returning)	\$8,450	\$4,225

<b>Other Programs</b>		
Daytime, Part-time or Overload	\$995	per credit hour
iLynn On Campus	\$355	per credit hour
iLynn On Line	\$295	per credit hour
Graduate	\$725	per credit hour
Ed.D. Tuition	\$850	per credit hour
JTerm (if not fulltime in Spring)	\$995	per credit hour
JTerm Housng	(\$1,110)	3 weeks

Please note: iLynn is the equivalent of the undergraduate evening degree program. Daytime undergraduate students are eligible to take courses within the iLynn curriculum at the rate of their daytime program fees.

### Special Fees for All Programs

<b>Application for Admission for each program</b>	
Day Undergraduate	\$45

iLynn	\$45
Graduate	\$45
Laboratory	\$30 - \$750

### Deposits 2016-2017

Deposit payments paid prior to May 1, 2016 are refundable if the written refund request is received prior to May 1, 2016 in the Office of Student Financial Services for those students who do not enroll for the 2016-2017 academic year. Deposit payments paid after May 1 for the Fall 2016 semester or Spring 2017 semester are non-refundable for students who do not enroll for the 2016 - 2017 academic year.

The deposit payment paid will not reflect as a payment towards tuition and/or room and board costs.

Deposit for Commuter New Students	\$300
Deposit for Resident New Student	\$500

### Day Division Undergraduate Early Payment Discount Plan

An early payment discount of \$50-\$650 is available. Tuition prepayment discounts are allowed for

Single tuition payment of \$34,400 for the ENTIRE 2016-2017 academic year if paid by:

April 1, 2016	\$650
May 1, 2016	\$550
June 1, 2016	\$450
July 1, 2016	\$350

Single tuition payment of \$17,200 for the Fall 2016 semester only if paid by:

April 1, 2016	\$325
May 1, 2016	\$275
June 1, 2016	\$225

Single tuition payment of \$17,200 for the Spring 2017 semester only if paid by:

Oct. 1, 2016	\$100
Nov. 1, 2016	\$50

Note: Tuition discounts earned will be credited to the student's account in the succeeding month.

Room and board should be paid as early as possible to ensure a room assignment. Rooms are assigned on a first-come basis. A waiting list may be generated for special rooms. All tuition, room and board charges, and fees for the Fall 2016 semester, as well as all other fees, are due no later than Aug. 1, 2016, and for the Spring 2017 semester by Dec. 1, 2016 and for the Summer 2017 term by May 1, 2017.

Financial aid from third parties will not arrive before the expiration of prepayment deadlines. Therefore, individuals who would like to receive the tuition discount must pay the full tuition within the specified time frame and wait for a refund that will be generated by the receipt of financial aid. Institutional aid awarded by Lynn University will not be considered prepayment of tuition when computing the tuition discount.

### Lynn University Payment Arrangements

#### Discount Plans

**Family Discount**—Applies to immediate family members who are enrolled in credit-bearing classes during the same term. Two family

members—10 percent discount for each for on campus courses and 5% discount for online evening undergraduate courses. Three family members—15 percent discount for each. The discount is calculated after any institutional aid is applied. It is applied against the balance of payable tuition. This is available for the day and iLynn programs.

**Early Payment Discount**—Applies to iLynn students who have paid in full 30 days before the term commences. Registered for one 3 credit class—\$50 discount. Registered for two 3 credit classes—\$100 discount.

**Corporate Reimbursement**—All students on a corporate reimbursement program can enroll in the Installment Payment Plan, pay upfront out of pocket or utilize federal loans if eligible. Regardless of the method of payment, students must submit their company's educational reimbursement policy to the SFS office each year and payment must be made within 30 days from the last day of the current term.

**iLynn Criminal Justice Discount** - iLynn degree seeking undergraduate students majoring in Criminal Justice may qualify for a discount of 15% per credit hour. The applicant must meet one of the following criteria: is sworn as a law enforcement officer for a municipal, state, or federal agency or is employed in the administration of police or security work at the municipal, state, or federal level or through a private agency engaged in the protection of life or property. For discount approval, the student must submit a current employment verification letter to the Office of Student Financial Services each year.

**Corporate Partner Discount** - iLynn or graduate students employed full-time at a corporation that is a Lynn Corporate Partner may be eligible for a discount. The University will provide a twenty (20%) percent tuition reduction per credit hour for on campus courses and 5% for online undergraduate courses and waive the admission application fee for any employees of a corporate partner who meets the university's criteria for admission, and who enroll in a graduate or evening degree or certificate program. The reduction will apply against the then current tuition price in effect for each credit. The reduction applies to course tuition only. All other cost (labs, books, CLEP exams) and charges will be billed, at the full rate, to the employee of the organization as applicable. University reserves the right to change tuition, program, costs, curriculum, regulations, program dates and eligibility, and to make additional charges for special features and services whenever such actions are deemed advisable.

**Educations Partner Tuition Discount** - Graduate students that are alumni of institutions that are an Education Partner of Lynn University may be eligible for a discount. The University will offer alumni of an Educational Partner a ten (10%) percent tuition reduction, per credit hour for on campus courses and 5% for online undergraduate courses, on Adult/Graduate programs, and waive admission application fee, for students who meet the University's criteria for admission. The reduction will apply against the then current tuition price in effect for each credit. The reduction applies to course tuition only. All other costs (labs, books, CLEP exams) and charges will be billed at the full rate to the student as applicable. The University reserves the right to change tuition, costs, programs, curriculum, regulations, program dates and eligibility requirements, and to make additional charges for special features and services whenever such actions are deemed advisable.

## Statement of Accounts

No paper statements are mailed to the student. Students will receive an e-mail to their Lynn e-mail address when their statement is available for viewing. Students may authorize their parents or bill payer to receive the e-mail by setting them up with a username and password under the MyLynn Student Finances tab. Once signed into MyLynn, go to Student Finances, select My Account on the left hand side and then "go to CashNet" link go to "Your Account" link to add new authorized user or go to "view bills" link to view statement of account ebill.

## Submitting Payments

Payments are accepted in cash, check, money order, credit card or electronic wire transfers in U.S. dollars only. Credit cards that are accepted: MASTERCARD, AMERICAN EXPRESS, VISA and DISCOVER. Please include the student's Lynn University identification number with all payments. Certain foreign currencies are accepted online at [www.lynn.edu/ebill](http://www.lynn.edu/ebill). Payments may be submitted by:

**By Mail:**  
Cashier  
Lynn University  
3601 North Military Trail  
Boca Raton, FL 33431

**On Line:** [www.lynn.edu/ebill](http://www.lynn.edu/ebill)  
**By Wire:** See the wiring instructions at [www.lynn.edu/waystopay](http://www.lynn.edu/waystopay)

To help ensure that the appropriate student's account is credited on a timely basis, include the student's name and Lynn University student identification number on wiring instructions please fax confirmation to the Office of Student Financial Services at 561-237-7189 or hand deliver to the Cashier's Office.

## Credit Card Payments

Payments made using a domestic credit card are only available online and will incur a 2.75 percent convenience fee. Payments made by an international credit card will incur a 4.25 percent convenience fee. This will appear as a separate charge on your credit card statement. These convenience fees are non-refundable, in the event of an over payment.

## Wire Payments

Funds received through a wire must be for the amount due on the student account. If payment is received that exceeds the amount due, these funds will be credited to a future semester to cover anticipated tuition and related fees. If a refund is requested by the family, it will be refunded only to the issuing party, using the same wire instructions as the original disbursement. If the payment received at the University is less due to bank fees, the student is responsible to pay the shortage to the university. Any request for a credit balance refund will only be processed for a maximum amount that is estimated for books, room and board and costs for the current term for a commuter student.

## Monthly Payment Program

Parents/students who prefer to pay educational costs out of their monthly income may do so through Higher One Installment Payment Plan.

There are 5 plans. Two plans for daytime students and three plans for iLynn and graduate program students. There is a \$35 enrollment fee per plan. Students may apply by logging into myLynn, click Student Finances, click on My Account, select Go to Cashnet link and then click Installment Payment Plans section. Students will need to set up authorized users for anyone to have access to ebill or the Installment Payment Plan sections. Plans will open at least one month prior to plan start dates. See the Lynn website for specific dates.

## Tuition Refund Plan

Lynn University has arranged with A.W.G. Dewar, Inc. to offer the Tuition Refund Plan to day students and parents to minimize the financial burden of losses incurred when a student suffers a serious illness or accident and has to leave Lynn before completing the semester. These circumstances usually mean the loss of time invested in studies and the loss of the semester's costs. This insurance program provides full coverage for tuition and room and board charges.

The plan's coverage is designed to extend the university's published refund policy. If a student withdraws because of a medical/physical illness or accident, the plan returns 100 percent of the insured semester tuition as well as room and board. If a student withdraws because of a

medical/psychological illness, the plan returns 75 percent of the insured semester tuition as well as room and board provided the student has completely withdrawn from all classes for any condition whose diagnosis is found in the DSM-IV Manual.

Note: This plan is only available for day students.

The cost for the year is a one-time payment of \$322 for a resident student and \$241 for a commuter student. All students will be billed through the Lynn University Student Accounts office. Special fees, such as Institute Achievement Program fee or mandatory fees such as technology and student services fees are not covered under this plan.

Students who wish to waive out of this plan must complete a waiver form prior to Aug. 26, 2016.

Further information is available at [www.collegerefund.com](http://www.collegerefund.com). If you have any questions, contact A.W.G. Dewar directly at 617-774-1555.

## Student Course Load

Undergraduate Day Semester students can enroll each semester in a minimum of nine credit hours to a maximum of 16 credit hours. There is a charge for the additional credit hours (overload) at a tuition rate of \$995 per credit hour. Approval from the Vice President for Academic Affairs is required for more than 18 credits for the semester.

Students requesting a special exception to enroll in the Day Division for less than 12 credit hours must file a part-time approval form in the Student Financial Services Office. A student enrolling in day terms and iLynn terms simultaneously will be assessed the full-time daytime rate if the combination of credit hours add up to 9-16 undergraduate credit hours. Graduate level courses are assessed additional costs and are above the undergraduate costs. Graduate credit hours cannot be combined with the undergraduate hours for billing purposes. The full-time tuition rate is \$17,200 per semester.

## Drop/Add Process/Overload

Students are permitted to drop/add prior to the beginning of the term without any penalty toward the regular daytime tuition charge. Once the term has begun, fees will be assessed. Additional changes will be determined by the end of drop/add process by the following dates:

<b>Day Students:</b>	September 2, 2016
	January 27, 2017
	May 16, 2017

By the above dates, students will be billed for the credits as of this date for the remainder of the semester. Any courses added subsequently will be assessed at the full rate. Drops will not be permitted after these dates for that term, but the student may wish to withdraw from the course. In those instances, there will not be any credit assessed on fees for course withdrawals.

### iLynn and Graduate Students:

On the first day of the term, the tuition is fully charged for all courses enrolled. If the course is subsequently dropped during the drop/add period, the student will be entitled to a 90 percent credit on tuition on the dropped course. After the drop/add period, all tuition remains as assessed. There will not be any credit assessed on fees for course withdrawals.

### J-Term:

The cost of J-Term is included in the full time undergraduate day tuition rate for spring semester only. Students who do not attend/enroll as a full time undergraduate day student during the spring semester, but attend J-Term, will be charged separately for the J-Term. The J-Term will be billed at a per credit hour rate of \$995. Students who do not attend/enroll as a full time undergraduate day

student during the spring semester but live on campus during J-Term will also be billed a housing fee of \$1,100 for J-Term.

## Technology Fee

### (Mandatory)

New Resident Student: \$375 per semester  
Returning Resident Student: \$475 per semester  
New Day Student (Commuter): \$200 per semester  
Returning Commuter Student: \$300 per semester

This fee is for e-mail address, iPad use and Internet access. E-mail addresses may be obtained from the Information Technology Help Desk located in the Library 2<sup>nd</sup> Floor.

## Student Services Fee (Mandatory)

Resident or Commuter Student: \$500 per semester

This fee is assessed to all students. It covers the use of the library, fitness center and pool. It also pays for intramurals, student activities and student government and provides funds for the Student Finance Committee.

### Course Materials Fee (New Student)

This is a one-time charge for new full time undergraduate students for the first semester of attendance that will cover the Lynn-created iBooks and required apps for the Undergraduate Program.

## Summer Session 2017

The day program tuition rate is \$995 per credit hour. Students may take up to six credit hours. The day program Summer internship rate is also \$400 per credit hour.

## Room and Board Fee

The room and board fee covers the room, residence, electricity, water, maintenance of furniture and unlimited meals throughout the week. All resident students are charged a meal plan whether or not they choose to eat. Students have the option to upgrade from silver to gold or platinum at an additional charge. Commuter students wishing to purchase a meal plan may do so at the Cashier's office. Block Plans are available at 25 for \$155 plus sales tax, 50 for \$283 plus sales tax, and 75 for \$398 plus sales tax. Unused meals are non-refundable.

## Residence Hall Fees

If a student is locked out of his/her room after the initial lockout, a \$25 charge will be assessed to the student's account for each lockout.

- Any room change without the written approval of the Office of Residence Life will be subject to a fine of \$50 for an improper check-out.
- Any student who is approved by the Director of Housing and Residence Life for release from their housing contract via the Housing Contract Appeal Process or is removed for student conduct reasons is subject to a \$250 contract release fee. Students who transfer or withdraw from the University after August 1, 2016 for Fall 2016 semester or January 4, 2017 for Spring 2017 semester will be charged the contract release fee. If a student does not claim their assigned Residence Hall space by 5:00 pm on the first (1<sup>st</sup>) day of classes for the Fall and Spring semesters, per the published dates on the 2016-2017, will be charged the \$250 contract release fee.
- Academic Calendar, the assigned space may be released and reassigned to another individual. Students who are subject to the two year residency requirement will be charged in full for the space. Students who are no longer



subject to the two year residency requirement will be charged the Contract Release Fee.

- Students will be charged replacement costs for the items missing or damaged from their rooms.
- Students may be charged for damages in common areas that occur during the period they are assigned to a room. If damage occurs and the individual responsible will not come forward or cannot be determined, all residents of the affected living unit may share equally in the cost of repairing damages.

## Meal Plan Policy and Procedures

1. Lynn University offers three distinct meal plan options:
  - Silver unlimited meals per week with \$0 Lynn Bucks per semester and 3 guest passes
  - Gold unlimited meals per week with \$150 Lynn Bucks per semester and 6 guest passes
  - Platinum unlimited meals per week with \$300 Lynn Bucks per semester and 10 guest passes.
2. All resident students must participate in one of the above identified plans.
3. Students receiving a housing scholarship are required to participate in the Silver program.
4. Lynn Bucks are only redeemable in Perper Library Café, and Christine's.
5. One Lynn Buck is equal to one U.S. dollar.
6. The above Lynn Bucks values are per semester.
7. Unused Lynn Bucks do not carry over from one semester to the next.
8. Lynn Bucks are non-transferable and non-refundable.
9. The above plans are offered only in the fall and spring terms.
10. Matriculated non-residential students can purchase any of the above meal plan options.
11. Meal plans can be suspended by Office of Student Financial Services (SFS) for issues relating to student account balances. Students must contact SFS in regards to suspended meal plans.

**Please note: Lynn University reserves the right to alter these terms and conditions as it deems appropriate.**

## International Students Insurance Fee

International students are required to carry injury/sickness insurance, which is provided by AHP. The estimated cost is \$1,210 per year.

## Domestic Students Insurance Fee

All domestic students are required to carry health insurance. All students enrolled must complete the online health insurance verification process each year before the end of the drop/add period of the fall semester. Students who fail to complete the online health insurance verification process by the deadline will automatically be enrolled in the Lynn University Student Health Insurance Plan at a cost of \$1,210 for the academic year. No exceptions will be made.

To waive out, students must go to:

<http://www.studentinsurance.com/schools/FL/lynn>.

## Institute For Achievement Program

This program requires the following special accommodations fees for each program component in addition to Day Division Full-Time Undergraduate Program tuition and fees. Entering freshmen students in the Institute for Achievement are required to be enrolled for the full year in Institute A, which includes their first and second semesters.

	Year	Semester
Institute A	\$11,750	\$5,875
Institute B	\$8,450	\$4,225

Institute C (Evening)

\$1,060 per term

Non-freshmen students required to be in the program for the full year have until the end of the add/drop period to request to be reviewed to be withdrawn from the program in order to receive a full Institute for Achievement Program refund. After the drop/add period ends, there will not be any refund. Students enrolled in six credits or less will be charged one-half the Institute A or B semester rate, depending on their status.

## Miscellaneous Fees

### Course Audit Fee

The audit fee per course is \$750. A full time day undergraduate student will not be charged for auditing a course. Students not enrolled on a full-time basis will be charged an audit fee.

### Laboratory Fees

Laboratory fees are charged for the use of computer labs and certain other lab courses and texts or supplies as listed in course descriptions and semester/term class schedules. Required field trips also are included. Fees per lab range from \$30 to \$750.

### Mailbox Key Fee

A mailbox key is assigned to all mailboxes available in the university mailroom. If the mailbox key is not returned to the mailroom, each year at time of departure, a \$70 mailbox key replacement fee will be applied to the student account.

### Apple iPad Tablet Fee Schedule

If applicable, the following charges may be applied to the student account as part of the iPad tablet program:

- iPad Mini Warranty Repairs: \$50
- iPad Mini Damage (1<sup>st</sup> and 2<sup>nd</sup>): \$50
- iPad Mini Damage (3<sup>rd</sup>): \$150
- iPad Mini Damage (4<sup>th</sup> or higher): \$300
- Lost iPad Mini :\$150
- Stolen iPad Mini: \$150
- Non-Returned iPad Mini: \$400
- Non-Returned iPad Mini Charging Adapter & Cable \$25
- iPad Pro Warranty Repair: \$50
- iPad Pro Damage (1<sup>st</sup> & 2<sup>nd</sup>): \$50
- iPad Pro Damage (3<sup>rd</sup>): \$500
- iPad Pro Damage (4<sup>th</sup> or higher): \$1,300
- Lost iPad Pro (1<sup>st</sup>): \$500
- Lost iPad Pro (2<sup>nd</sup> or higher): \$1,300
- Stolen iPad Pro (1<sup>st</sup>): \$500
- Stolen iPad Pro (2<sup>nd</sup> or higher): \$1,300
- Non-Return iPad Pro Keyboard: \$170
- Non-Return iPad Pro Pencil: \$100
- Non-Return iPad Pro Charging Adapter & Cable: \$50

### Transcript/ Diploma Fees

There is no charge for an official transcript. These costs are covered by the Alumni Fund. Lynn University encourages all students to donate to the fund so that this service can be offered to future students. All student accounts must be paid in full before a transcript can be issued. Any loan exit requirements must be met as well as any loan default statuses resolved before a transcript can be released. Any outstanding debt paid by other methods besides cash will have a two week waiting period before any official transcripts can be released.

There is no charge for a diploma. There is a \$50 cost for a replacement diploma. Payment for a replacement diploma can be made at [lynn.edu/emarket](http://lynn.edu/emarket).

### Non-IAL Student Tutoring, Coaching, Writing Packages

Non-IAL students may enroll in services throughout the semester for tutoring, coaching, and writing center hours in various packages for

additional lump sum fees. Packages vary from \$750 - \$2,950 for the semester. Once enrolled, there are no refunds on fees. Sign up for services is available in the Institute for Achievement and Learning in the Green Center.

### **Lynn Identification Card**

Lynn University requires that all students have an identification card.

The Lynn ID card is required for the following services:

- Meal plans.
- Access to Fitness Center
- Self inquiry/identification.
- Library card.
- Housing access, for those rooms equipped for card entrance.
- Access to the campus after hours.

All new students will pick up their card at orientation.

The Lynn Identification Card is only for the student. The student is not to give it to anyone else at any time.

To protect cardholders, university and dining staff will examine ID cards when presented to confirm that the card is being used by the person to whom it was issued.

#### *Student's Responsibility*

- Students will be responsible for any activity, service, or privilege occurring on their card if it was loaned or given to another person.
- The card must be presented upon request by a university official.
- It is never to be used as collateral.
- Lost or stolen cards need to be reported immediately; to the Campus Card Office or Security

### **Return Check Fee**

All returned checks written to Lynn University or returned electronic checks are subject to a returned payment fee of \$20 per returned item. The student's account will be automatically billed for \$20.

### **Credit Balance Refunds**

Any student account that has a credit balance on the account is eligible to have a refund processed. Families may choose to have the credit placed toward a future term or request that it be sent to their bank account. All refunds will be processed electronically.

Once requested, refunds normally require one to two weeks for approval and processing, from the time the credit is available on the account.

Students must complete a Refund Request form for each refund. The form is located at [www.lynn.edu](http://www.lynn.edu) or in the Office of Student Financial Services located in the Green Center.

### **Lost Identification Card Fee**

A lost or damaged card can be replaced with a \$25 fee. Students must go to the cashier to make their payment. If the lost card is found, please return it to the Campus Card office, as it will no longer be valid on campus.

### **Late Payment Fee for Preregistered Students**

All Day Division students who are preregistered for courses must pay their student accounts by Aug. 1, 2016 for the Fall 2016 semester, by Dec. 1, 2016, for the Spring 2017 semester and by May 1, 2017 for the summer 2017 term. If payment is not received by the due date, there will be a late payment fee of \$500 assessed to the account for fall or spring semesters or \$100 for the summer term.

## **Finance Charges**

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

## **Financial Policy**

If a student's account shows a past due balance of any nature, the university will not issue a transcript, diploma, certificate or recommendation to that student and will not allow the student to enroll for subsequent terms until the student's account is paid in full. Indebtedness is defined as any money or property owed to the university for any reason (i.e., lab fees, library fines, parking fines, unreturned health supplies or athletic equipment, etc.). Students are liable for all additional charges that are applied to the student account bill. Additional fees may include but are not limited to: health charges, club dues, library fines, parking tickets, residence hall fees, study abroad trips, etc. Students are liable for all additional fees accrued and/or elected by the student. Students are responsible for checking with the Office of Student Financial Services on questions of indebtedness.

The university may utilize the services of a collection agency to collect any amount past due and the student will be charged an additional amount equal to the cost of collection including costs and expenses incurred by Lynn University. The collection fee may be based on a percentage at a maximum of 33% of the debt, and all cost and expenses, including reasonable attorney's fees the University incurs in such collection efforts. It is also understood that the student authorizes the University and its respective agents and contractors to contact the student regarding repayment of their account at the current or any future number that the student provides for their cellular phone or other wireless device using automated telephone dialing equipment or artificial or pre-recorded voice or text messages.

Once an account has been turned over to a collection agency, collection activity ceases from Lynn University and the student will need to make any payment arrangements with the third party collection agency. The account may be reported to a credit bureau if balance not resolved immediately. Any payment received by a collection agency will require 5-10 business days for processing and reconciliation. Any financial hold will remain on the student account during this processing period. When payment is confirmed the financial hold will be removed from the student account.

Students who have left Lynn University with an outstanding balance and were turned over to a collection agency will need to contact the Director of Student Accounts, if they wish to re-enroll once the outstanding debt and collection fees have been paid. Lynn University reserves the right to deny payment plans based on previous payment history.

If the indebtedness is paid by other methods besides cash, there is a two week waiting period before any official documents are released.

## **Academic Transcript Release**

Official academic transcripts will be withheld for failure to pay tuition, for default on an education debt, failure to repay an education grant overpayment, or not completing the federal mandatory loan exit counseling session.

In case of a bankruptcy, a student under an automatic stay will be an exception until the case is closed, dismissed, or a discharge is granted or denied.

In the case of withholding status, the university will allow the student to receive a single unofficial copy of the academic transcript. The transcript will be marked "Unofficial" on it.

In cases of payments from collection agencies, there is a 5-10 business day processing time for financial clearance and release of the official transcript.

## Books

Textbooks may be purchased at the Lynn University Online bookstore with a credit card or the Lynn ID card using the Online Bookstore voucher. Students who have an existing credit on their student account or is estimated to have one, once financial aid is received will have a "line of credit" at the online bookstore two weeks prior to the beginning of the term through the drop/add period. Students should complete the Online Bookstore voucher form. This will permit the student to go directly to the Online bookstore to purchase their books and supplies and it will be charged to their student account by the Office of Student Financial Services. A large selection of school and personal supplies are also available at the Campus Store.

## Graphics, Films and Video Supplies

Students matriculating in the College of International Communication and majoring in programs in Graphics and Visual Communications as well as Film and Video, may incur additional incidental expenses for production supplies. Normally, those expenses will run approximately \$200 per semester.

## Flight Training Expenses

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

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

Flying Rates are currently based on \$164 per hour for the C-172, \$340 per hour for the DA-42, \$50 per hour for the instructor (C-172), \$55 per hour for the instructor (DA-42), and \$80 per hour in the flight training device. These rates are subject to change at any time.

Private Pilot:	Hours	Per Hour	Total
Dual Instruction	50	\$214	\$10,700
Solo Flight	10	\$164	\$1,640
Pre/Post Flight Briefing	17	\$50	\$850
Supplies			\$600
<b>Total for Private Certificate:</b>			<b>\$13,790</b>
Instrument Rating:	Hours	Per Hour	Total
Dual Instruction	30	\$204	\$6,420
Flight Training Device	15	\$80	\$1,200
Pre/Post Flight Briefing	15	\$50	\$750
Supplies			\$700
<b>Total for Instrument Certificate:</b>			<b>\$9,070</b>
Commercial – Multi Rating:	Hours	Per Hour	Total
Dual Instruction	40	\$214	\$8,560
Solo Flight	65	\$164	\$10,660
Complex Aircraft Twin Star	20	\$395	\$7,900
Pre/Post Flight Briefing	13	\$55	\$715
Supplies			\$425

<b>Total for Commercial Certificate:</b>	<b>\$28,260</b>
<b>Total for all ratings:</b>	<b>\$51,120</b>

Private Pilot Helicopter:	Hours	Per Hour	Total
Dual Instruction R-22	30	\$385	\$11,550
Solo Flight	5	\$335	\$1,675
Pre/Post Flight Briefing	36	\$50	\$1,800
Supplies			\$500

<b>Total for Private Certificate:</b>	<b>\$15,525</b>
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Add-on Helicopter Training R-44 from 30 to 200 hours at \$565 per hour. (Hours will vary dependent on the student's prior training)

Commercial Pilot Helicopter Add-on:	Hours	Per Hour	Total
Dual Instruction R-22	30	\$385	\$11,550
Pre/Post Flight Briefing	20	\$50	\$1,000
Supplies			\$100

<b>Total for Private Certificate:</b>	<b>\$12,650</b>
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Add-on Helicopter Training R-44 from 30 to 200 hours at \$565 per hour. (Hours will vary dependent on the student's prior training)

Federal Aviation Administration Designated Flight Examiners will administer all check rides. The examiner will collect a fee for the ground and air evaluations and all certificate paperwork.

Please visit [www.lynn.edu](http://www.lynn.edu) or call for the current fees.

### Flight Training Deposit

Students electing to obtain their flight certificates through the Burton D. Morgan School of Aeronautics must place a \$2,000 deposit on their flight training account specifically for flight training prior to beginning flight training in each certificate. Students may use this deposit to cover flight training costs. The student does not need to keep the full deposit amount on account. Any portion of the flight training deposit not used for flight training is fully refundable.

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

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

A new Flight Option student who already has a pilot's certificate and rating(s) can apply for and receive credit for equivalent courses in the curriculum. However, prior to the award of any credit, the chief flight instructor will administer the standard Part 141 diagnostic evaluation to determine whether any review (ground school or flight) is necessary. The flight school director has final authority over all flight-related credit awards. Students enrolling in Lynn University and pursuing pilot certificates and ratings outside the university's flight program will not receive credit for any equivalent flight courses in the curriculum.

Students are required to obtain personal liability coverage to protect them from liability costs that may occur as a result of operating an aircraft. No student will be allowed to fly until proof of liability coverage is placed in the student's record at Lynn University.

### Computer Procedural Training Device (CPT Devices)

Students in the Flight Option who are enrolled in any of the three flight training courses may utilize the CPTs as required by the instructor. A lab fee will apply in accordance with the following scale:

#### Course Lab Fees

AVM 120 Primary Flight Theory and Training, Solo	\$100
AVM 121 Primary Flight Theory and Training, PPL	\$100
AVM 220 Instrument Flight Theory and Training, PPL	\$100
AVM 221 Instrument Flight Theory and Training, Advanced	\$100

Payment of the appropriate lab fee will entitle the flight student to use the CPTs during private pilot training at no additional charge. During instrument training, the student may use the CPTs as required by the syllabus at a discounted rate.

Payment of the appropriate lab fee will entitle the flight student to use the CPTs as required or recommended by the instructor, at no additional charge. If, however, the instructor determines the student needs instruction on the CPT to prepare for the next flight lesson, the appropriate instructor fee will apply. When using an instructor not employed by Lynn University, however, a \$30 per hour fee will apply.

## Day Division Refund Policy

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

REFUNDS ARE CALCULATED ON THE BASIS OF TOTAL SEMESTER CHARGES PAYABLE AFTER DEDUCTIONS FOR NONREFUNDABLE DEPOSITS AND OTHER NONREFUNDABLE FEES SUCH AS LAB FEES, SERVICE AND TECHNOLOGY FEES.

If a student withdraws prior to 60 percent of the term, all Lynn University grants and scholarship funds will be prorated to the university accounts. This policy may result in a financial obligation that is payable to the university at the time of a student's withdrawal.

### Return of Title IV Funds Policy

Title IV funds affected by this policy include: Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Direct Subsidized Loan, Federal Direct Unsubsidized Loan, Federal Direct PLUS Loan, TEACH Grant and Federal Perkins Loan. Title IV funds are awarded to a student under the assumption the student will attend school for the entire period for which the assistance is awarded. When a student withdraws or when stops attending all of his or her classes for a two-week period, the student may no longer be eligible for the full amount of Title IV funds that the student was originally scheduled to receive.

The university is required to calculate a "Return to Title IV Refund Calculation" if the student has stopped attending or withdrawn prior to completion of 60 percent of the term.

If Title IV financial aid has been used to pay for all or any portion of these charges, financial aid program funds will be reimbursed to the appropriate agency in accordance with a formula required by federal regulations. Unearned Title IV funds will be returned to the Title IV Programs based on the number of days not attended. The order of refunds will be: Federal Direct Unsubsidized Loan, Federal Direct Subsidized Loan, Federal Perkins Loan, Federal Direct PLUS Loan, Federal Pell Grant, Federal SEOG, Federal TEACH Grant and other Title IV aid programs.

This policy may result in a financial obligation that is payable to the university at the time of a student's withdrawal or when the school determines the student has stopped attending classes.

Example: Student receives a Federal Pell Grant for \$2,000 and a Federal Direct Loan for \$1,930 for the semester. Student attends three weeks into the term. This represents only 20 percent attendance of the term. Therefore, a Return to Title IV Calculation must be computed. Student would lose \$1,930 for their Federal Direct Loan and \$1,214 of their Federal Pell Grant. The student will owe this amount to the university as charges would not be adjusted after 25 days into the semester.

### Leave of Absence (LOA)

The student may request a medical Leave of Absence from study in an undergraduate degree program. The student must receive approval from the Dean of Students. Each student may request up to one year of leave. Students receiving federal financial aid will be treated as a "withdrawal" for funds recalculations and funds will be

returned to the appropriate agencies, if applicable. For financial aid purposes, the Lynn LOA does not meet the federal definition of eligibility and therefore the institutional Leave of Absence will be considered as a withdrawal from the University. This may cause a financial obligation to be due to Lynn upon exiting the University and for the student to go into repayment of their student loans.

## Calculation of Refundable Amounts for Day Program

The table below is based on accounts paid in FULL.

	Fall 2016	Spring 2017
<b>Tuition, Board and the Comprehensive Support Program</b>		
Prior to the first day of classes		
100 %	Aug. 26, 2016	Jan. 3 2017
Within seven days from the first day of classes		
75 %	Sept. 07, 2016	Jan. 12 2017
Within 14 days from the first day of classes		
50 %	Sept. 16, 2016	Jan. 24. 2017
Within 25 days from the first day of classes		
25 %	Oct. 3, 2016	Feb. 8, 2017
After 25 days from the first day of classes		
NO REFUND	Oct. 4, 2016	Feb. 9, 2017.

J-Term: Students that withdraw from the University at any time during J-Term will be billed an additional \$995 per credit plus room & board for the term. Spring semester classes will be dropped and not be billed onto the account.

### Room Charges

Prior to Aug. 26, 2016 for Fall 2016	100 %
Prior to Jan. 3, 2016 for Spring 2017	100 %
After the above dates	NO REFUND

### Refund

There are no refunds for withdrawals after Oct. 6, 2016, for Fall 2016 and Feb. 8, 2017; for Spring 2017. The refund amount will be reduced by any financial aid that is cancelled due to the withdrawal. Refund checks will be mailed to the permanent home address on file within four to six weeks of the withdrawal date. Any remaining balance due after the refund adjustment is the obligation of the parent/student.

## Calculation of Refundable Amounts for Summer Terms

### Tuition and Board

Prior to the first day of classes (Dropping of classes)	
100 %	May 12, 2017
During the first and second day of classes (Dropping of classes; last day of drop/add)	
75 %	May 16, 2017
During the third day of classes (Course withdrawals)	
50 %	May 17, 2017
During the fourth day of classes (Course withdrawals)	
25 %	May 18, 2017
After the fifth day of classes (Course withdrawals)	
NO REFUND	May 19, 2017

### Room Charges

Prior to the date publicized as the first day of classes	
100 %	May 12, 2017
After that date	
NO REFUND	May 13, 2017

## iLynn and Graduate Refund Policy

Students receive 100 percent of the tuition paid if they drop courses prior to the date publicized as the first day of the term. For courses dropped during the first week of the term (add/drop) period, students receive 90 percent of the tuition. There is no refund after the first week of the term. This is applicable to undergraduate, graduate, graduate day and Ed.D programs.



## iLynn and Graduate Withdrawal

Withdrawals from the iLynn and the graduate division programs or classes must be accomplished through the Office of the Registrar and are only permitted through the seventh (7th) week of a term. It is the student's responsibility to submit a Course Withdrawal Form. THERE IS NO REFUND AFTER THE FIRST WEEK OF THE TERM

When a withdrawing student has been awarded financial aid and the student withdraws prior to completing 60 percent of the term, and if Title IV financial aid has been used to pay all or any portion of the charges, the financial aid program funds will be reimbursed to the appropriate agency in accordance with a formula required by federal regulations. Unearned Title IV funds will be returned to the Title IV programs based on the number of days not attended. The order of refunds will be: Federal Direct Unsubsidized Loan, Federal Direct Subsidized Loan, Federal Perkins Loan, Federal Direct PLUS Loan, Federal Pell Grant, Federal SEOG and other Title IV aid programs. Students enrolled in only three credits each in the iLynn or graduate terms will have a Title IV calculation computed on two terms.

If a student withdraws prior to 60 percent of the term, all Lynn University grants and scholarship funds will be prorated to the university accounts. This policy may result in a financial obligation that is payable to the university at the time of a student's withdrawal.

## iLynn and Graduate Division Enrollment Requirements for Financial Aid

For undergraduate and graduate degrees, a minimum of three credits hours is required in a given term; however, the student must register for two consecutive terms. A student must stay enrolled in at least three credits each consecutive term thereafter to maintain in-school status for the loan programs. Maintaining in-school status refers to not going into repayment. It does not indicate that a student can be enrolled in three-credit courses and be eligible for a loan. For the Florida Programs (Florida Resident Access Grant), credit hour requirements are as follows:

Spring I	(January - March)	eight weeks	6 credits
Spring II	(March - April)	seven weeks	6 credits
Fall I	(August - October)	eight weeks	6 credits
Fall II	(October - December)	seven weeks	6 credits

Scholarships also are available for iLynn students. Applications are available in the Office of Student Financial Services.

## Full-time Classification for Federal Aid Programs

Day Undergraduate	12 credits per term
iLynn	6 credits per term
Day Graduate (Psychology & Music)	9 credits per term
Evening Graduate	3 credits per term
Ed.D.	3 credits per term

## Attendance Policy

Per federal regulations, the University is required to verify student's attendance for federal grants and loans, including the Federal Pell Grant and Federal Direct Loans before they can be disbursed. Delays in receiving your federal funds are possible if the University is unable to confirm attendance information from the Office of the Registrar.

## Financial Aid

Lynn University participates in most Title IV financial aid programs. The purpose of these programs is to supplement the resources of applicants and their families. Financial aid awards are made on the basis of need, and applicants must file a financial statement reflecting the family's resources. Since financial aid is limited, applicants are encouraged to apply as early as possible (preferably by March 1 for entrance the following academic year). Tentative awards are made when the student has filed all required forms and the analysis of need has been

received from the Federal Processing Center. Aid is generally awarded in a combination of loans, employment and/or grants. Students also are encouraged to apply for state grants or loans open to them and to investigate educational loans from local banks.

## Standards of Satisfactory Academic Progress for Financial Aid – Day, iLynn and Graduate Divisions

Financial aid is awarded contingent upon the recipient maintaining satisfactory academic standing and progress (SAP) toward a degree. Students on federal financial aid (Title IV) will be evaluated annually, both qualitatively and quantitatively, at the end of the spring semester for Day Division students and at the end of the Spring II term for iLynn and Graduate Division students. To assess the quality of a student's work, Lynn University uses the Fixed Standard. That is at the end of Spring/Spring II, bachelor's students must have a cumulative grade point average of 2.0, master's degree students must have a cumulative grade point average of 3.0 and doctoral students must have a cumulative grade point average of 3.25. For the quantitative measure, a student must complete his/her degree within a specific time frame, as shown below:

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

### Bachelor Degree

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

### Master's Degree

Full-time:	18 terms (3 years)
Part-time:	36 terms (6 years)

### Ed.D.

Full-time:	13.5 terms (4.5 years)
Part-time:	27 terms (9 years)

### Ph.D.

Full-time:	30 terms (7.5 years)
Part-time:	60 terms (15 years)

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

### Bachelor Degree

Full-time:	20 credits (annually)
Part-time:	10 credits (annually)

### Master's Degree

Full-time:	24 credits (annually)
Part-time:	12 credits (annually)

### Ed.D.

Full-time:	12 credits (annually)
Part-time:	6 credits (annually)

### Ph.D.

Full-time:	8 credits (annually)
Part-time:	4 credits (annually)

A course that receives a grade of "W" for a course withdrawal or a grade of an "I" for an incomplete or a failing grade of a "F" or an "NP" for Not Pass will be evaluated as a non-completed course. These non-completed courses will jeopardize the student to be able to meet the Standard of Satisfactory Academic Progress for Financial Aid.

In summary, all students must meet both criteria; the grade point average requirement and degree time frame completion, in order to continue to receive financial assistance. In essence, at least 67% of the

courses attempted must be completed each year with a 2.0 or above grade point average for the bachelor's program, 3.0 or above grade point average for the master's program and 3.25 or above grade point average for the doctoral program.

If an undergraduate student falls below 2.0 grade point average or completes less than 67% of their attempted courses, he or she will be placed on financial aid probation for the following semester. This requires a student to complete an appeal process and be approved. This may allow the student to be eligible for federal financial aid reinstatement for the probationary semester. A student is removed from probationary status when his or her cumulative grade point average is 2.0 or better and he or she completes at least 67% of the courses they attempted.

If a student fails to complete their probationary semester successfully, their federal financial aid will be terminated. The student will be eligible for reinstatement of Title IV aid once all satisfactory academic progress standards (course completion and GPA requirement) are met; their eligibility will be reviewed during the next SAP review period which is at the end of spring/spring II.

Repeat courses may not always be evaluated as any other normal course. Lynn University does allow repetition of a course in a student's enrollment status for a term as long as student has never passed the course. Students can retake a passed course once to improve the initial grade and receive Title IV funds.

Transfer hours accepted toward completion of the student's program both hours attempted and hours completed may not always be evaluated as any other normal course.

A student may appeal these standards if there has been undue hardship (i.e., medical, death, divorce).

### **Appeal and Reinstatement**

Students that do not meet the Standards of Satisfactory Academic Progress (SAP) by both qualitative and quantitative measures will have an opportunity to appeal their circumstances. An appeal form must be completed by the student, their parent if they are a dependent student, and their academic advisor. It must be submitted to the Financial Aid Committee. The appeal must be provided with supporting documentation within 30 days of receiving the federal financial aid termination letter. Students that do not file an appeal, or who have their appeal denied, will be eligible for reinstatement of Title IV aid once all satisfactory academic progress standards (course completion and GPA requirements) are met; their eligibility will be reviewed during the next SAP review period which is at the end of spring/spring II.

### **The Standards of Academic progress apply to the following programs:**

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (SEOG)
- Federal Perkins Loan
- Federal Direct Loans (Subsidized and Unsubsidized)
- Federal Parent Loan for undergraduate Students (PLUS)
- Federal Graduate PLUS Loan
- Federal Work Study program
- Federal TEACH Grant

In addition, specific financial aid programs require the following academic achievements for renewals:

**Presidential Scholarship, National Merit Finalist Scholarship and Academic Achievement Scholarship** – 3.5 cumulative grade point average at the end of the spring semester.

**Dean's Scholarship of \$12,000** – 3.0 cumulative grade point average at the end of the spring semester.

**Merit Scholarship of \$10,000, Transfer Scholarship, Academic Grant** – 2.8 cumulative grade point average at the end of the spring semester.

**Lynn University Grant** – 2.75 cumulative grade point average at the end of the spring semester.

**Music Scholarship** – 2.75 cumulative grade point average, a B or better in Applied Music Instrument lessons, and fulfill requirements set forth in the Conservatory Student Handbook.

**Athletic Scholarship** – 2.0 cumulative grade point average each semester.

**Florida Programs** – A renewal student must have a 2.0 cumulative grade point average and have completed 24 credit hours during two semesters (fall and spring). A student is eligible for one probationary year if he or she falls below a 2.0 cumulative grade point average after the end of the end of the spring semester.

### **Veterans Benefits**

Students who fail to achieve the desired level of academic performance after two consecutive semesters of academic probation will be terminated for Veterans Administration pay purposes. GI Bill ® is a registered trademark of the U. S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

### **Academic Forgiveness**

The forgiveness policy allows a student, who has changed his or her major, specialization or minor to discount up to two courses in the abandoned program. The transcript will reflect the student's complete record with an added notation of "Academic Forgiveness Declared" by the selected course(s); however, the grade(s) will not be calculated in the cumulative GPA. Neither the grades nor the credits will be counted toward graduation requirements. A forgiveness policy form is available in the registrar's office and will need the signature of the dean of the school of the newly chosen program, as well as registrar approval. The forgiveness policy may only be used once in a student's college career. However, student requesting an academic forgiveness at Lynn University are not eligible to change their federal status for meeting the Standards of Satisfactory Academic Progress for financial aid. Therefore, the financial aid must always include all courses attempted and taken in evaluating the student's satisfactory academic progress for financial aid eligibility.

### **Academic Bankruptcy**

Students requesting an academic bankruptcy at Lynn University are not eligible to change their federal status for standards of satisfactory Academic Progress for Financial Aid. The federal guidelines prohibit the concept of academic bankruptcy. Therefore, the financial aid office must always include all courses attempted and taken in evaluating the student's satisfactory academic progress for financial aid eligibility.

## **Applying for Financial Aid**

1. All applicants for admission are requested to complete a Free Application for Federal Student Aid (FAFSA). This can be done online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). FAFSA should be filed by March 1 each year in order to be considered for all aid the following year.
2. The FAFSA must be returned to the appropriate processing agency. The agency will process this form and send the university a report on what the family can be expected to contribute to the educational costs.
3. Students should make sure that their transcripts and recommendations are on file at the university,

- because financial aid decisions are not made until students have been accepted to the university.
4. When students have been accepted and the financial analysis has been received from the processing agency, the university determines the financial aid award and notifies the students.
  5. Students are notified of their awards through the Electronic Student Aid System (ESAS). The student will have access to their estimated awards, missing documents needed to finalize the awards, and the federal shopping sheet which lists costs and awards. If a student wishes to accept the award, he or she must submit a nonrefundable deposit to the admissions office within 15 days. This deposit is credited to the student's account.
  6. Before federal financial aid funds can be credited to a student's account, information submitted on the FAFSA is sometimes verified. The university is responsible for coordinating this federal verification process. In order to clarify the family's financial situation, the Office of Student Financial Services may request a copy of the parents' and student's tax return transcript and other information. All financial aid is awarded on the condition that the above information is provided when requested.

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

## FAFSA Policy

Lynn University requires all domestic students who receive Federal, and some state aid to complete the Free Application for Federal Student Aid (FAFSA). It is also required for the Federal Parent PLUS Loan.

## Dual Major

Dual major students must take courses concurrently in order to be eligible for federal financial aid. Students cannot complete their first major and then decide to take the additional 30 credits for a second major and receive Federal financial aid. Both majors need to be decided prior to the senior year and courses are to be taken concurrently if the student wishes to have federal financial aid cover through the end of the degree program for both majors.

## Repeat Course

Federal financial aid funds can be paid for only one repetition of a previously passed course. Passing grades are "A", "B", "C", "D", and "P". A student may repeat a failed course until it is passed and use federal financial aid funds.

## Federal & State Eligibility and Drug Policy

A federal or state drug conviction can disqualify a student for Federal Student Financial Aid. The student self-certifies in applying for aid that he/she is eligible for federal funds. The student is not required to provide the documentation of the conviction unless the university has conflicting information in the school records.

Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Federal Student Financial Aid; they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside or removed from the student's record does not count. One received when he/she was a juvenile does not count unless he/she was tried as an adult.

The chart below illustrates the period of ineligibility for Federal Student Financial Aid, depending on whether the conviction was for

sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs).

### Possession of illegal drugs:

- First Offense – one year from date of conviction
- Second Offense – two years from date of conviction
- Third+ Offense – Indefinite period

### Sale of illegal drugs:

- First Offense – two years from date of conviction
- Second Offense – Indefinite period

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period.

A student regains eligibility the day after the period of ineligibility ends or when he/she successfully completes a qualified drug rehabilitation program. Further drug convictions will make him/her ineligible again.

Students denied eligibility for an indefinite period can regain eligibility for federal assistance only after successfully completing a rehabilitation program as described below or if a conviction is reversed, set aside, or removed from the student's record so that fewer than two conviction for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify to the university that he/she has successfully completed the rehabilitation program; as with the conviction question on the FAFSA, the student is not required to confirm the reported information unless Lynn has conflicting information in the school records.

When a student regains eligibility during the award year, the university may award Pell, Teach, and Campus-based aid for the current payment period and Direct loans for the period of enrollment.

### Standards for a qualified drug rehabilitation program

A qualified drug rehabilitation program must include at least two unannounced drug tests and must satisfy at least one of the following requirements:

- The program must be qualified to receive funds directly or indirectly from a federal, state or local government program, or
- The program must be qualified to receive payment directly or indirectly from a federally or state-licensed insurance company, or
- The program must be administered or recognized by a federal, state, or local government agency or court, or
- The program must be administered or recognized by a federally or state-licensed hospital, health clinic or medical doctor.

A student that undergoes the drug rehabilitation program and is seeking federal aid eligibility must provide a copy of the completed drug rehabilitation program to the financial aid counselor.

## Types of Financial Aid

Applicants do not apply for the various types of awards individually. The university determines the types and amounts of awards based on the amount of aid available in the various programs and the family's expected contribution.

## Federal Programs

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

The Pell Grant is a federal aid program for those with substantial need. The grant may be worth up to \$5,815 per year depending on the family's resources and the federal funds actually available. The Pell Grant has a life time eligibility of 600%. This means that a student cannot receive more than 6 years (12 semesters) of Pell Grant awards. The Supplemental Educational Opportunity Grant provides additional assistance to those with severe need who cannot meet college costs with other forms of aid. The average award is \$2,000 per year. The Free Application for Federal Student Aid (FAFSA) is used to determine eligibility for these grants. This is not available to students pursuing a second bachelor's degree.

### Federal Perkins Loan

The Perkins Loan program provides low-interest loans to students with demonstrated need. Repayment of the loan begins nine months after the student ceases to be at least a half-time student. The university will allocate these loans to those who are most eligible. Average award is \$2,000 per year. This is not available to students pursuing a second bachelor's degree.

### Federal Direct Subsidized Loan

A Direct Subsidized Loan is available to students who demonstrate financial need. The maximum amounts are: \$3,500 for a first year undergraduate student; \$4,500 for a second year student; \$5,500 for a third-year or fourth-year student. For Direct Subsidized Loans first disbursed on or after July 1, 2015, the interest rate is 4.29 percent. The Direct Loan interest rates are subject to change in June 2016. There is also a Direct Loans origination fee of 1.068 percent for loans first disbursed from October 1, 2015 to October 1, 2016. The Federal government pays the interest on the loan as long as the student is enrolled at least half-time. New borrower on or after July 1, 2013, may receive Federal Direct Subsidized loans for an aggregate of 150 percent of student's educational program. Once the student has reached the 150% limit, the student may borrow additional funds through the federal direct unsubsidized loans. Interest will begin to accrue on the student's outstanding Subsidized loan at that time.

Eligibility is based on other sources of financial aid received and a parental contribution factor. Students must complete the Federal Direct Loan form and the Master Promissory Note available through the Office of Student Financial Services, or online at [www.lynn.edu/loans](http://www.lynn.edu/loans).

### Federal Direct Unsubsidized Loan

This loan is not based on financial need. A student who wishes to apply for the Direct Loan program and is not eligible based on financial need, or is only partially eligible, may apply for the full or balance of his/her eligibility through the unsubsidized loan program. There will be a fixed rate of 4.29 percent. The Direct Loan interest rates are subject to change in June 2016. There is also a Direct Loans origination fee of 1.068 percent for loans first disbursed from October 1, 2015 to October 1, 2016. The student is responsible for all in school interest, which can be capitalized at the end or paid through the enrollment periods.

If an undergraduate student is not eligible for any Direct Subsidized Loan, the maximum amounts available are: \$5,500 for a first-year undergraduate student; \$6,500 for a second-year student; \$7,500 for a third or fourth-year student, and \$20,500 for a graduate student. Independent undergraduate students and dependent undergraduate students whose parents are denied for a PLUS loan are eligible for an additional \$4,000 for the first two years and \$5,000 for the last two years.

Applications for this loan are made online through [www.lynn.edu/loans](http://www.lynn.edu/loans). Students must complete the Federal Direct Loan form and the Federal Master Promissory Note at [www.lynn.edu/loans](http://www.lynn.edu/loans).

### Federal Direct Parental Loan for Undergraduate Students (PLUS)

This loan is not based on financial need but must be within the cost of attendance determined by the university. The amount a parent can borrow is the difference between the cost of attendance and financial aid eligibility. For PLUS loans there will be a fixed rate of 6.84 percent. Repayment begins within 60 days of the full loan disbursement. Direct Plus Loan interest rates are subject to change in June 2016. There is also a Direct Plus origination fee of 4.272 percent for loans first disbursed from October 1, 2015 to October 1, 2016. Parents can choose to defer payments until six months after the student ceases to be at least a half-time student. Application forms are available online at: [www.lynn.edu/loans](http://www.lynn.edu/loans).

### Student Loan Ombudsman

The FSA Student Loan Ombudsman Group is available to help federal student loan borrowers who need assistance with a loan dispute. The Loan Ombudsman Group should only be contacted when the borrower has already attempted to resolve their loan dispute with their financial aid office or loan servicer. The easiest way to contact the Loan Ombudsman Group is via on-line assistance at <https://studentaid.ed.gov/sa/repay-loans/disputes/prepare> or by phone 877-557-2575 or fax 606-396-4821 or by mail at: FSA Ombudsman Group, P.O. Box 1843, Monticello, KY 46233.

### Federal Work Study Program

Under this program, a student is provided with opportunities to work on campus, depending on financial need and the availability of funds. A variety of student job opportunities are posted online, with varying responsibilities and work schedules. To remain eligible for the Federal Work Study program, students are required to attend an online training workshop on preventing workplace harassment and discrimination, maintain a minimum 2.0 GPA, be in good academic standing and have a clean conduct record. Students usually work eight to 12 hours per week. Pay rates start at \$10 per hour.

## Florida Programs

### Florida Resident Access Grant

The Florida Resident Access Grant is a state entitlement program, which provides funds to Florida residents attending Lynn University regardless of financial need. The program is open to undergraduate students who have lived in Florida on a permanent basis for 12 months prior to the first day of classes for the academic term for which the award is made. Dependent students' parents must fit this definition. For the purpose of residency, an independent applicant must not be eligible to be claimed as a tax exemption by any person other than a spouse, must be self-supporting for twelve (12) months prior to the first day of classes of the academic term for which assistance is requested, and have the intent, for purposes other than education, that Florida be their legal state of residence. These grants are not repaid. The student should complete the FRAG application, and return it directly to the Student Financial Services office. The amount of the FRAG is approximately \$3,000 per academic year. A student must be enrolled in 12 credit hours each semester. The student must maintain 24 credit hours each academic year and obtain a cumulative 2.0 G.P.A. each year in order to renew this grant.

### Florida Student Assistance Grant

Florida Student Assistance Grants awards up to \$2,610 per year are based on financial need and the same residential and academic requirements as the Florida Resident Access Grant. The student must



file the Free Application for Federal Student Aid (FAFSA) prior to March 1<sup>st</sup> to be considered for aid for the next academic year.

## Bright Futures Programs

### Academic Scholars Award

The student must be a graduate of a Florida high school, have obtained a cumulative grade point average of 3.5 in the 15 college preparatory courses as identified by the Florida Board of Regents Rule, have an SAT of 1290 or an ACT of 29 or higher and complete 100 hours of community service. National Merit Scholars or graduates of the International Baccalaureate programs are automatically eligible. The award amount is currently \$103 per credit. Application is submitted directly to the Florida Department of Education. Deadline: Prior to high school graduation. Students may apply online at [www.floridastudentfinancialaid.org](http://www.floridastudentfinancialaid.org).

### Medallion Scholars Award

The student must be a graduate of a Florida high school, have obtained a cumulative grade point average of 3.0 in the 15 college preparatory courses as identified by the Florida Board of Regents Rule and have an SAT of 1170 or an ACT of 26 or higher and complete 75 hours of community services. National Merit Scholars or graduates of the International Baccalaureate programs are automatically eligible. The award amount is currently \$77 per credit. Application is submitted directly to the Florida Department of Education. Deadline: prior to high school graduation. Students may apply online at [www.floridastudentfinancialaid.org](http://www.floridastudentfinancialaid.org).

For more information on the Florida Bright Futures programs, please contact the student's high school or visit the Florida Bright Futures Web site at: [www.floridastudentfinancialaid.org](http://www.floridastudentfinancialaid.org).

## Institutional Programs

Available for undergraduate Day Division programs only.

### Presidential Scholarship

To be considered for this scholarship, students must meet the following criteria: have SATs of 1200 or above or ACT scores of 26 or above, and have a grade point average of 3.5 or higher. Alternatively, for students who apply test-optional, a GPA of 3.75 or higher is required. All students must submit an essay to be eligible. This scholarship is renewable when a 3.5 GPA is maintained. Full tuition and full room and board (up to 16 credits per semester).

### National Merit Scholarship

A student who is a National Merit Scholar will receive a full tuition (up to 16 credits each semester) scholarship from Lynn University. This award is renewable when a cumulative 3.5 grade point average is maintained. This program is open to international students.

### Deans Scholarship

To be considered for this scholarship, students must meet the following criteria: have SATs of 1100 or higher, or ACT scores of 24 or higher; and a GPA of 3.0 or higher. Alternatively, for students who apply test-optional, a GPA of 3.25 or higher is required. This scholarship is renewable when a 3.0 GPA is maintained. A total of 70 percent of this award is applied toward tuition and 30 percent is applied toward room and board. \$12,000 per academic year.

### Merit Scholarship

To be considered for this scholarship, students must meet the following criteria: have SATs of 950 or above or ACT scores of 20 or above, and have a grade point average of 2.8 or higher. Alternatively,

for students who apply test-optional, a GPA of 3.0 or higher is required. This scholarship is renewable when a 2.8 GPA is maintained. A total of 70 percent of this award is applied toward tuition and 30 percent is applied toward room and board. \$10,000 per academic year.

### Academic Grant

To be considered for this scholarship, students must meet the following minimum criteria: have SATs of 1100 or above or ACT scores of 24 or above, and have a grade point average of 2.0 - 2.8.

Alternatively, for students who apply test-optional, a GPA of 2.8 or higher is required. A total of 70 percent of this award is applied toward tuition and 30 percent is applied toward room and board. This grant is renewable when a 2.8 cumulative GPA is maintained. \$6,000 per academic year.

### Transfer Scholarship

To be eligible for this scholarship, students must have a minimum of 12 college transferable credits from an accredited institution and a GPA of 2.8 or higher.

This scholarship varies from \$6,000 to \$12,000 per academic year. The scholarship is renewable if a 2.8 cumulative GPA is maintained.

### Out-Of-State Grant

To be considered for this scholarship, students must be enrolled full-time and meet one of the following criteria: be a U.S. citizen or be an eligible non-citizen (permanent resident) that is a non-Florida resident who lives in the U.S. This grant is renewable when a 2.0 cumulative GPA is maintained. Students receiving other institutional scholarships do not qualify for this award. \$2,000 per academic year.

### Lynn University Loan Program

This loan program is awarded on the basis of financial need as determined by the Office of Student Financial Services. The funds for this program are limited. The loan represents money borrowed by the students and must be repaid with interest after leaving school. The current interest rate is 5 percent. The student must sign a promissory note for this loan, which must be returned to the Office of Student Financial Services prior to registration. Perkins recipients are ineligible for this loan unless prior Perkins Loans are paid off.

### University Financial Aid Grant

These grants are awarded to students who demonstrate financial need on the Free Application for Student Federal Assistance application. Awards range from \$1,000 to \$7,000.

### Lynn University Grant

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

### Family Discount

A discount is provided to immediate family members who are enrolled in credit-bearing classes during the same term. Two family members receive 10 percent discount each. Three family members receive 15 percent discount each. The discount is applied against the balance of payable tuition. This is available for the day, iLynn and graduate programs. It is 5% for online undergraduate evening courses.

### Alumni Grant

Lynn will offer any alumnus' dependent children a 10 percent discount on the cost of tuition less any other institutional aid. Anyone

who attended Lynn University and earned 24 or more credit hours is considered to be an alumnus.

### **Athletic Scholarships**

These scholarships are available in men's soccer, baseball, tennis, basketball, lacrosse and golf, and in women's soccer, tennis, basketball, volleyball, golf, swimming, cross country and softball. Awards range from \$100 to \$46,040 per year. A 2.0 grade point average is required to maintain an athletic scholarship.

### **Music Scholarship**

These scholarships are awarded to students primarily on the basis of musical ability and artistic talent as demonstrated in their audition. Students must complete the Free Application for Federal Student Aid, FAFSA, if they are U.S. citizens. Applicants are encouraged to apply by the priority deadline of Feb. 15 for entrance the following academic year. The scholarship is renewable if the student maintains a 2.75 minimum cumulative grade point average each semester; earns a B or better in their applied major instrument lessons; and attends classes, lessons, rehearsals, master classes, performance forum, outreach performances, juries, mock auditions and other conservatory performances and activities as required. An evaluation of each student will take place at the end of each academic year by the dean of the Conservatory of Music with the recommendation of the major instrument instructor.

### **Private Scholarships**

Scholarships are available from private organizations or individuals for students with academic promise. The selection of recipients and the award amounts are determined by the university.

#### **College of Business and Management**

Lynn University Boice Endowed Scholarship  
Burton D. Morgan Aeronautics Endowed Scholarship  
Gordon and Mary Henke Endowed Scholarship  
Alice and Leigh Palmer Endowed Scholarship  
Robert M. Sandelman Endowed Scholarship

#### **Hospitality Management**

Gloria and Bryan Bourgeois Endowed Scholarship  
Kyle Martin Memorial Endowed Scholarship  
The Cottrell Family Endowed Scholarship  
Aldo and Sandra Papone Endowed Scholarship

#### **College of International Communication**

Lynn Fuente Endowed Scholarship  
Runsdorf Endowed Scholarship

#### **The Conservatory of Music**

Boca West Scholarship  
Ellman Family Endowed Scholarship  
Friends of the Conservatory Endowed Scholarship  
Harold and Patricia Toppel Endowed Scholarship  
Herbert Gleckman Endowed Scholarship  
Shirlee's Violin Scholarship  
Nettie Birnbach Endowed Scholarship for Piano Education

#### **General**

The Stephanie Crispinelli Endowed Memorial Scholarship  
Martha Gudelsky Memorial Endowed Scholarship  
William Randolph Hearst Endowed Scholarship  
Lynn University Global Citizenship Memorial Fund  
Nabit Family Endowed Scholarship  
Wold Endowed Scholarship  
The Herbert and Holli Rockwell Endowed Scholarship  
The Snyder Scholar  
Hahn-Block Family Endowed Scholarship  
Levitets Family Scholarship  
The Alumni Pay It Forward Endowed Scholarship

The Pisani Endowed Scholarship for the Institute for Achievement and Learning

## **Veterans' Benefits (Available for All Credit Programs)**

### **Veteran's Benefits**

For benefit certification purposes, any student receiving VA benefits must submit to the Office of Student Financial Services a copy of their DD 214 and Certificate of Eligibility. Student must report enrollment status changes to the Office of Student Financial Services and to their case manager. Students must be aware they may be liable to repay the VA for course load reductions unless they can establish acceptable mitigating circumstances causing the reduction. SFS will evaluate each Veteran/Veteran dependents' credits each semester and report them to the Veterans Administration. If a veteran/veteran dependent withdraws, it will count toward his/her benefits eligibility. If a veteran/veteran dependent drops a course, they will not receive payment. SFS will monitor all VA students' academic records. Please see the VA Web site for further information on policies and procedures. GI Bill ® is a registered trademark of the U. S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>

### **Yellow Ribbon Program**

Lynn University is a participant of the Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program), which is a provision of the Post – 9/11 Veterans Educational Assistance Act of 2008. The institution is in agreement with the U.S. Department of Veterans Affairs (VA) to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. The institution can contribute up to 50 percent of those expenses, and VA will match the same amount as the institution. For the 2016-2017 academic year, Lynn University's commitment to the Yellow Ribbon program is capped at \$13,000, which means the Veterans Administration (VA) will also commit to \$13,000. The Ch. 33 benefits will already cover \$21,084, so in total the VA benefits can pay is up to \$47,084. Any excess costs beyond \$47,084 will be borne by the student. GI Bill ® is a registered trademark of the U. S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

### **Credit for Previous Training**

Students who are eligible to receive educational benefits from the U.S. Department of Veterans Affairs with previous post-secondary training/experience must request that official transcript(s) be sent to Lynn University. All transcripts must be received by the end of the first term or the student's educational benefits will be terminated until all transcript(s) are received. Should credits be accepted, the student's training time and total tuition costs will be reduced proportionately. The VA and the student will receive a written notice of allowed credits. This reduction refers to total costs involved in obtaining the degree. Costs are reduced when credits from another institution are applied toward a Lynn University degree. This does not imply a credit reduction allowance for veterans or eligible dependents. GI Bill ® is a registered trademark of the U. S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

### **Summer School**

There are no institutional or state programs available for the summer terms. The three programs available for the summer terms are Federal Direct Loans, Federal Direct Parent Plus Loan, and private loan programs. Student must be in at least 6 credits for the summer

and if the maximum loan limit has been used up for the year then the students must be intending to return for the Fall semester for at least 6 credits to obtain a loan or the loan will be pro-rated.

### **Lynn Three Year Degree Program**

Students invited into the Lynn Three Year Degree Program must enroll in at least 15 credits per semester (Fall and Spring) each of the three years. Lynn Three Year Degree Program participants are allowed to take an additional 24 credits any time during their three years at Lynn (including the first three years of summer sessions and all 3 J-Terms). There is no additional tuition cost for these 24 credit hours. Any overloads that exceed the 24 credit hour maximum will be billed at the overload rate of \$995 per credit hour. This excludes graduate level courses not applicable to the undergraduate degree program.

## **Tax Law (U.S. Citizens and International Students)**

Under current Internal Revenue Service regulations, scholarships or grants for room and board must be reported on the student's tax return as taxable income. For any F-1 visa student who resides in a country that does not have a tax treaty with the United States, the university will bill that student 14 percent of the award for room and board.

### **U.S. Citizens**

Please contact your tax advisor on how to report your taxable scholarship income on your U.S. Income Tax Return.

#### **1098-T**

Lynn University is required to file to the Internal Revenue Service (IRS) for each student who enrolled and for whom a reportable transaction was made on their student account, a 1098-T, Tuition Statement.

As of tax year 2016, Lynn University will report the amount paid for the calendar year for qualified expenses. Each student is required to verify that their social security number is on file in the Office of the Registrar no later than December 31, 2016, in order for a 1098-T to be produced.

Students have the option to receive their 1098-T electronically or by mail. Students must consent to receiving this form electronically or a paper version will be mailed to the legal home permanent address listed on file with the Office of the Registrar.

In the event that Lynn University does not have the student social security number on file, a blank number will be reported to the IRS when the 1098-T records are submitted to them. Students may be penalized \$50 by the IRS for not submitting the social security number to the University on a timely basis.

Lynn University does not provide the 1098T information to students that are considered to be nonresident aliens (not U.S. citizens). Students with this standing cannot claim the tax credit and would need to use an IRS 1040NR or 1040NREZ form to report their taxes.

Students that provide electronic consent on my Lynn, will have 1098-T's available by January 23, 2017. All other students will have a paper copy mailed by January 31<sup>st</sup>, 2017.

### **International Students**

All foreign nationals are required to complete a profile on the Foreign National Information System site at: <https://fnis.thomsonreuters.com/Lynn>. All international students will have an FNIS hyperlink sent to their Lynn University email address. Students will also have their initial user ID and password emailed to them. The registration onto this system is required to be

updated each year by the student prior to pre-registration of the next year's courses.

Any international student from a treaty country will need to provide a social security or ITIN (individual taxpayer identification number) and complete form W-8BEN to claim a tax treaty exemption for scholarships. Students who do not provide the required documents will have their student account charged the 14% tax rate of any room and board scholarship amount.

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

The university remits this 14 percent to the IRS and report it as federal income tax withheld. It is the student's responsibility to file his/her taxes by the required due date with the IRS.

## **International Student Loans**

Private loan programs are available for international students. The amount that can be borrowed is up to the cost of attendance at our university. Students will need to obtain an American resident as a cosigner. Students may contact the Office of Student Financial Services for further information.

## **International Students Scholarship Policy**

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

If the student is from a treaty country, they will usually be exempt for a period not exceeding five years. Once they have provided all required documents. The amount of the award that is not exempt has a withholding of 14 percent.

Currently, the countries that do have a reciprocal scholarship tax treaty with the United States are: Bangladesh, China, Commonwealth of Independent States, Cyprus, Czech Republic, Egypt, Estonia, France, Germany, Iceland, Indonesia, Israel, Kazakhstan, Latvia, Lithuania, Morocco, Netherlands, Norway, Pakistan, Philippines, Poland, Portugal, Romania, Russia, Slovak Republic, Slovenia, Spain, South Korea, Thailand, Trinidad and Tobago, Tunisia, Ukraine and Venezuela. Countries are subject to change. Students from any other country will have 14 percent taxes withheld and billed to their school account. If the student is from a non-treaty country, any room and board scholarships will be taxed at the 14 percent rate. Every international student can apply for an Individual Taxpayer Identification Number (ITIN). Applications are available at the Office of Student Financial Services. Students must pay the taxes to Lynn University within 30 days or they will be penalized by the IRS and have to pay additional interest charges. All international students will be required to file an IRS Form 8843 and a 1040NR with the IRS and submit a W-7 form to IRS by April 15, 2017. These tax forms are available in the International Student office. Any student who does not comply with the filing of the tax returns will not have his/her scholarships renewed. The student may contact an international student advisor for more information.

All international students receiving a scholarship must submit a copy of their Social Security number or Individual Taxpayer Identification Number to be eligible to receive the scholarship.

## **Remedial Courses**

Students who must take remedial classes may have their financial aid reduced if credit course load toward their degree is less than 12 hours for the semester.

## **Renewal of Financial Aid**

To have financial aid renewed for domestic students who receive Federal and some State aid, a new FAFSA must be submitted each year, preferably by March 1. Students must be in good standing at the university, both academically and behaviorally.

## Outside Sources

Students who receive financial assistance awards or scholarships from outside sources may not receive funding from such sources that, in combination with University assistance, exceed the direct cost of tuition and fees as determined by the Office of Student Financial Services.

## II. GRADUATE INFORMATION

### Tuition and Payment Policies

#### Graduate Tuition and Fees

Fees are determined on an annual basis. The university reserves the right to change, with or without notice, any of the fees printed in this catalog. Increases should be expected in subsequent years. All application fees and tuition deposits are nonrefundable. Room deposits are refundable up to May 1 prior to the start of the academic year if received in writing in the SFS office.

All student charges must be paid in full before a student is allowed to register or attend classes. All statements of account are due and payable in full on or the Friday before the term begins. Statements are sent electronically.

Limited student housing space is available for graduate students. For information on costs of room and board, contact the Office of Student Financial Services.

#### Request for Course Withdrawal from Graduate Programs

Course withdrawals from graduate programs must be processed through the Office of the Registrar. The student is responsible for properly filing a Course Withdrawal Form. Withdrawals are permitted through the end of the seventh week of a term. There is no refund after the first week of the term.

#### Withdrawal from the University

Withdrawal from the university is a formal procedure that requires submission of a Request for Withdrawal form available in the Office of the Dean of Students. Students not enrolled for four consecutive terms will be withdrawn from the university and must apply for readmission.

#### Leave of Absence

The student may request a Leave of Absence from study in a graduate degree program. A letter requesting the leave with the reasons for the leave should be given to the program coordinator for approval. Each student may request up to one year of leave. Any financial aid student receiving leave of absence status will be reported as not enrolled at Lynn University.

#### Financial Aid Withdrawal

When a withdrawing student has been awarded financial aid and has withdrawn prior to the completion of 60 percent of the term, and if Title IV financial aid has been used to pay all or any portion of the charges, the financial aid program funds will be reimbursed to the appropriate agency in accordance with a formula required by federal regulations. Unearned Title IV funds will be returned to the Title IV programs based on the number of calendar days not attended. The order of refunds is: Federal Direct Graduate Plus Loan and Federal Direct Unsubsidized Loan. All students who withdraw must report to the Office of Student Financial Services for an exit interview.

#### Refund Policy for Withdrawals

When withdrawal is made prior to the start of the term, the refund is 100 percent. When withdrawal is made through the first week of the term, the refund is 90 percent. No refunds are granted after the first full week of classes. Refer to the Graduate Academic Calendar for exact dates.

#### Refund Calculation

Refunds are calculated on the basis of the total term charges payable after deductions for nonrefundable deposits and fees. This policy may result in a financial obligation to the university that is payable at the time of a student's withdrawal.

#### 2016-2017 Fee Schedule

Graduate Studies	\$725 per credit hour PhD
& Ed.D. Tuition	\$850 per credit hour
International Student Insurance estimates (mandatory)	\$1,300 per year

Other fees are specified in the fees section in the undergraduate portion of the catalog.

Instructional Course Materials Fee	\$100
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#### Submitting Payments

Payments are accepted in cash, check, money order, credit card or electronic wire transfers in U.S. dollars only. Credit cards that are accepted include MasterCard, American Express, Visa and Discover. Please include the student's Lynn University identification number with all payments. Certain foreign currencies are accepted online at [www.lynn.edu/ebill](http://www.lynn.edu/ebill).

Payments may be submitted by:

<b>By Mail:</b>	<b>Online:</b> <a href="http://www.lynn.edu/ebill">www.lynn.edu/ebill</a>
Cashier	<b>By Wire:</b> See instructions on
Lynn University	<a href="http://www.lynn.edu/waystopay">www.lynn.edu/waystopay</a>
3601 North Military Trail	
Boca Raton, FL 33431	

To help ensure that the appropriate student's account is credited in a timely fashion, please include the student's name and Lynn University student identification number on wiring instructions. Confirmation of payments should be faxed to the Office of Student Financial Services at 561-237-7189 or hand delivered to the Cashier's Office. Evening payment options and the university's corporate reimbursement policy are listed in the undergraduate portion of the catalog.

#### Statement of Accounts

No paper statements are mailed to the student. Students will receive an e-mail to their Lynn e-mail address when their statement is available for viewing. Students may authorize their parent or bill payer to receive the e-mail by setting them up with a password under MyLynn Student Finances tab.

## Financial Aid

For all financial aid programs, the Free Application for Federal Student Aid (FAFSA) form must be completed and submitted to the Federal Processing Center. In approximately two weeks a report will be sent to the student and to Lynn University. The university will then determine the student's eligibility for the loan programs. The student will receive an electronic award letter. All verification items (financial and eligibility status) must be completed before loan applications are submitted for processing. International students are not eligible for federal financial aid. Information regarding grants and scholarships is available on the Web site for the Office of Student Financial Services. Graduates should review the financial aid section of this catalog for specific financial aid loans, policies and university regulations. Certificate programs do not qualify for federal funding. Students can apply at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Federal loans and Veterans Programs are available for Graduate Students. Please see Federal Loans and Veterans' Benefits sections.

## Federal Programs

### Federal Direct Unsubsidized Loans

This loan is not based on financial need. A graduate/doctoral student who wishes to apply for the Direct Loan program, may apply for the unsubsidized loan program. There will be a fixed rate of 5.84 percent. Direct Loan interest rates are subject to change in June, 2016. There is also a Direct Loan origination fee of 1.068 percent for loans first disbursed from October 1, 2015 to October 1, 2016. The student is responsible for all in school interest, which can be capitalized at the end or paid through the enrollment periods. The graduate student is eligible for \$20,500 per academic year.

### Federal Direct Grad Plus Loan

This loan is based on the cost of attendance determined by the university. The amount a student can borrow is the difference between the cost of attendance and financial aid eligibility. For PLUS loans there will be a fixed of 6.84 percent, plus interest rates are subject to change in June, 2016. There is also a Direct Loan origination fee of 4.272 percent for loans first disbursed from October 1, 2015 to October 1, 2016. If you are a graduate or professional student, your loan will be placed into deferment while you are enrolled at least half-time. Students are encouraged to apply on line at [www.lynn.edu/loans](http://www.lynn.edu/loans).

### Graduate Assistantships

A limited number of graduate assistantships are available each year. Students can view eligible positions on [www.lynn.edu/studentjobs](http://www.lynn.edu/studentjobs) or on the Student Jobs Lynn app. Students must contact the supervisor for an interview and bring with them a résumé and two letters of recommendation. Most positions get posted in March and are usually filled by June. To be eligible, applicants must have completed the application process with all appropriate documentation, be admitted to the university for enrollment in one of the graduate programs, maintain a 3.0 grade point average or higher, and meet specific qualifications.

Assistantships cover the regular graduate \$725 per credit hour) cost of full-time tuition (six credits for each term for a maximum of 36 credits towards the first degree). The Assistantship requires 10 hours of employment each week for each course enrolled or 900 hours for the year. Students will receive a 1098T for the scholarship portion and a W-2 for the taxable portion. Graduate Assistants are eligible to buy a refurbished iPad mini for \$100 as an Instructional Materials Fee or may choose to bring their own iPad. Graduate assistantships require a 3.0 grade point average be achieved at the end of each graduate term.

## Scholarships

### Conservatory of Music

Scholarships are awarded to students primarily on the basis of musical ability and artistic talent as demonstrated in their auditions. To be considered, domestic students must complete the Free Application for Federal Student Aid (FAFSA) form in order to be considered. Applicants are encouraged to apply by the priority deadline of March 1 for entrance the following academic year. The scholarship is renewable if the student maintains the minimum cumulative grade point average each semester; earns a B or better in their Applied Major Instrument lessons; and attends classes, lessons, rehearsals, master classes, performance forum, outreach performances, juries, mock auditions and other conservatory performances and activities as required. An evaluation of each student will take place at the end of each academic year by the dean of the Conservatory of Music with the recommendation of the major instrument instructor.

### Ross College of Education Future Leaders Discount

Master's and Ed.D degree seeking students who are active, full-time employees of an educational institution may qualify for an educational discount of 15 percent per credit hour. Development specialists also may be eligible. For discount approval, students must submit a current employment verification letter each year to the Office of Student Financial Services.

### Criminal Justice Administration Discount

Graduate students in the M.S. in Administration with Specialization in Criminal Justice Program may qualify for a discount of 15 percent per credit hour. The students in this program must meet one of the following criteria: is sworn as a law enforcement officer for a municipal, state or federal agency or is employed in the administration of police or security work at the municipal, state or federal level or through a private agency engaged in the protection of life or property. For discount approval, the student must submit a current employment verification letter to the Office of Student Financial Services each year.

### Emergency Planning Administration Discount

Graduate Students in the M.S. in Administration with Specialization in Emergency Planning and Administration Program may qualify for a discount of 15 percent per credit hour. Student must be employed in an organization in which the job responsibility involves emergency and disaster training and planning. For discount approval, the student must submit a current employment verification letter to the Office of Student Financial Services each year.

### Evening Program Alumni Tuition Discount

Alumni that have graduated from Lynn University at least five years ago or longer may be eligible for a 10% tuition discount for an eligible graduate program. This discount is not combinable with other discounts.

## Veterans' Benefits (Available for All Credit Programs)

For benefit certification purposes, any student receiving VA benefits must submit to the Office of Student Financial Services a copy of their DD 214, and Certificate of Eligibility. Student must report enrollment status changes to the Office of Student Financial Services and to their case manager. Students must be aware they may be liable to repay the VA for course load reductions unless they can establish acceptable mitigating circumstances causing the reduction. SFS will evaluate each Veteran/Veteran dependent's credits each semester and report them to the Veterans Administration. If a veteran/veteran dependent withdraws, it will count toward his/her benefits eligibility. If a veteran/veteran dependent drops a course, they will not receive payment. SFS will monitor all VA students' academic records. Please see the VA Web site for further information on policies and procedures. GI Bill ® is a registered trademark of the U. S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <http://www.benefits.va.gov/gibill>.

### Yellow Ribbon Program

Lynn University is a participant of the Yellow Ribbon GI Education Enhancement Program (Yellow Ribbon Program), which is a provision of the Post - 9/11 Veterans Educational Assistance Act of 2008. The institution is in agreement with the U.S. Department of Veterans Affairs (VA) to fund tuition expenses that exceed the highest public in-state undergraduate tuition rate. The institution can contribute up to 50 percent of those expenses, and VA will match the same amount as the institution. For the 2016-2017 academic year, Lynn University's commitment to the Yellow Ribbon program is capped at \$6,000 for masters programs and at \$5,000 for doctorate



### Credit for Previous Training

## Standards of Satisfactory Academic Progress for Financial Aid

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

Full-time: 18 terms (3 years)  
Part-time: 36 terms (6 years)

Full-time: 30 terms ( 7.5 years)  
Part-time: 60 terms (15 years)

Full-time: 13.5 terms (4.5 years)  
Part-time: 27 terms (9 years)

Master's Degree

Full-time: 24 credits (annually)  
Part-time: 12 credits (annually)

Full-time: 8 credits (annually)  
Part-time: 4 credits (annually)

Full-time: 12 credits (annually)  
Part-time: 6 credits (annually)

Repeat courses may not always be evaluated as any other normal course. Lynn University does allow repetition of a course in a Student's enrollment status for a term as long as student never passed the courses. Student can retake a passed course once to get improve the initial grade and receive Title IV Funds.



## Chapter VI.

# General Academic Policies and Regulations

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

## Three Year Degree Scholars Program

Please refer to Chapter VII.

## Academic Accommodations

As a learning-centered community, Lynn University recognizes that all students should be afforded the opportunity to achieve their academic and individual potential. The university recognizes and supports the standards set forth in Section 504 of the Rehabilitation Act and the American with Disabilities Act (ADA). In accordance with our mission and federal and applicable state laws, the university is committed to making reasonable accommodations for qualified applicants for admission and enrolled students with disabilities. It is the policy of the university not to discriminate on the basis of disability in any of its educational services, programs or activities. A disability is a physical or mental impairment that substantially limits one or more of the major life activities of an individual, a record of having such impairment or being regarded as having such impairment. The university has designated Matthew Roche, as the ADA coordinator. Students seeking more information regarding reasonable accommodations or any other related issues should contact Matthew Roche by phone at (561) 237-7728 or via email at [mroche@lynn.edu](mailto:mroche@lynn.edu) for further information regarding specific policies and procedures.

Note: Issues regarding employment are handled through the Office of Employee Services.

## Academic Bankruptcy

Students entering college sometimes perform at an unacceptable academic level. They either drop out or are dismissed. Some individuals with this experience re-evaluate their educational goals and desire to return to college. Their academic record, however, may present an insurmountable obstacle. Undergraduate students in this category who want the opportunity for a fresh start at the University without this handicap may apply for readmission with the request for Academic Bankruptcy.

### Application for Reenrollment to the University with Academic Bankruptcy

A Lynn University student who has dropped out or who has been dismissed may request Academic Bankruptcy on meeting these conditions:

1. The student must apply to the Office of the Registrar.
2. At least six months must have elapsed since the end of the semester or term in which the student was last in attendance at Lynn University.

## Conditions of Approval

1. If Academic Bankruptcy is approved all previous courses will remain on the transcript. However, quality points will no longer be applied to the GPA.
2. Up to 30 selected credits may be forgiven; this would include any credits already forgiven by the Change of Major Forgiveness Policy.
3. Students who have used this policy will not be eligible for: Honor Society, President's Honor Society, Commencement Honors or Commencement Awards. Students may still be eligible for Dean's List.

Academic Bankruptcy can be granted only once for any student.

**Caution: Many colleges, universities, and other institutions, such as medical, law, or graduate schools, may not honor another institution's academic bankruptcy policy. At Lynn, the updated GPA may not be applicable for financial aid awards or athletic eligibility.**

## Academic Grievance Policy

The following Academic Grievance Policy was designed by Lynn University to afford students an opportunity to formally grieve academic related complaints. A student who wishes to file a grievance of a non-academic nature should follow the Grievance Policy outlined in Volume VI, Section 6.8. Lynn University Policy Manual: Volume V – Page 58.

### Grade Review Grievances

A student who has reason to believe that a grading error has occurred in any class shall promptly submit the grievance in accordance with the procedures outlined in the University's Grade Review Process.

The procedures outlined in the Grade Review Process should also be followed if the student believes that a grade was determined by standards improperly different from those applied to other students in the course. Student should be aware, however, that evaluation of student performance is the prerogative and responsibility of the course instructor. In questions relating to the quality of that performance, the professional judgment of the faculty member is commonly accepted as authoritative. An appeal is most likely to result in a change of grade for a course or assignment only if it includes documented evidence that there was an error in computing the grade, a posting/clerical error, or that the grade was determined by standards improperly different from those applied to other students in the course.

### Grade Review Process

A student's request for review of a final course grade may be submitted during the first three weeks of the following term only on the basis of computational error. The process is as follows:

The student is to request a meeting with the instructor who determined the grade and present the evidence of the error. The instructor may change the grade if deemed appropriate or reaffirm the original grade.

If the student wishes to pursue an additional review, a written request with all supporting documents may be submitted to the college dean. If an agreement cannot be reached, the student and/or the instructor may appeal to the Office of Academic Affairs, where a final decision will be rendered.

For a disputed grade, other than the final grade, the student is to first meet with his/her instructor. Then should the student want to continue in the appeal process, he/she is to meet with the college dean by submitting a written statement within seven working days from the date of the student's notification of the grade.

Note: If a student feels unfairly treated or with bias by an instructor, the student should report the matter to the college dean immediately.

### **Classroom Procedures and Other Academic Grievances**

These procedures should be used to appeal or resolve disputes concerning other academic related decisions considered by a student to be arbitrary or contrary to University policy, including but not limited to, classroom issues (i.e., attendance, failure to adhere to the Course Syllabus, etc.) or issues pertaining to academic freedom rights. Appeals pertaining to academic dishonesty and satisfactory academic progress follow separate procedures as outlined in the Lynn University's Academic Honesty and Minimum Academic Requirements, respectively.

Students wishing to pursue an appeals or resolve disputed grades under this section should first arrange a conference to discuss the appeal or grievance with the faculty member(s) whose action is believed to have violated University policy. It is expected that all of the parties involved at each step of the appeals/grievance process will make a good faith effort to resolve the issues.

In the event that a student feels he/she has not received adequate satisfaction from the discussion with the faculty member involved, the student may submit a written request with all supporting documents to the college dean.

If an agreement satisfactory to the student and/or instructor cannot be reached as a result of the appeal to the college dean, the student and/or the instructor may appeal the matter in writing to the Office of Academic Affairs, where a final decision will be rendered.

## **Academic Honesty Policy**

Integrity and honesty are essential to Lynn University's mission and community standards. As an academic community, honor, integrity and truthfulness are essential to the pursuit of knowledge and to establishment of mutual respect and trust among faculty, staff and students. Personal and professional integrity are also essential to our mission to educate students to become responsible and ethical citizens within a global community. Violations of the academic honesty policy undermine the fundamental values and standards of our community, and therefore, faculty, staff and students must accept their responsibility to uphold and abide by the highest standards of integrity and honesty.

### Definitions

Violations of the Academic Honesty Policy include, but are not limited to, the following:

1. Cheating: Intentionally using or attempting to use unauthorized materials, information or study aids in any academic exercise. Infringing on the academic rights of others, such as defacement or theft of library material.

2. Fabrication: The intentional and unauthorized invention or falsification of any information or citation in an academic exercise.
3. Plagiarism: Intentionally or unintentionally representing the words or ideas of another as one's own in any academic exercise.
4. Facilitation: Intentionally or knowingly helping or attempting to help another to commit an act of academic dishonesty, including unauthorized collaboration on academic assignments.
5. Falsification of Injury: The intentional fabrication or distortion of an injury used as an excuse to miss conservatory rehearsals or concerts.
6. Misrepresentation of External Performances/Commitments: The intentional embellishment of outside commitments used as an excuse to miss conservatory rehearsals, concerts or classes.

### Procedures

Faculty members who have evidence of a possible violation of the academic honesty policy must formally report the incident to the Office of Academic Affairs. Under no circumstances is the faculty member permitted to resolve the alleged incident on a unilateral basis. The Office of Academic Affairs will review the faculty member's report, and if sufficient evidence exists, notify the student(s) of the alleged infraction(s). The allegation can be adjudicated by either the informal or formal process. The formal process must be used if a finding of guilt might result in the suspension of the student, including all cases of second violations.

### Informal Resolutions

The Office of Academic Affairs will send the student a formal written notification of the allegations and the possible sanctions. The student will then have ten (10) days to respond in one of the following ways:

- Sign the form and request a meeting with the Office of Academic Affairs to discuss the allegations and or proposed sanctions.
- Sign and return the form to the Office of Academic Affairs accepting responsibility for the violation and agreeing to the recommended sanction(s).

If the student fails to respond within thirty (30) days, a hold will be placed on the student's account and the right to participate in the resolution of the allegation will be forfeited.

### Formal Resolutions

If the alleged violation could result in the suspension or dismissal from the university, or if the student or faculty member requests a formal resolution, the Office of Academic Affairs will notify the faculty member and the student(s) that a formal hearing of the Academic Dishonesty Committee will be convened. The committee will be comprised of seven (7) full time faculty members to be appointed by the vice-president for Academic Affairs on an annual basis. The Office of Academic Affairs will serve as chair and will not have voting privileges. The vice-president for student development will serve as an ex officio member of the committee.

The Office of Academic Affairs will schedule a hearing in a timely manner and all parties will be notified of time and location. If the accused student(s) requests, the Office of Academic Affairs will assist the student in securing a member of the university community to advise and assist the student in preparing for the hearing.

All parties will have the opportunity to present his/her evidence to the committee. The documents, testimony and record of the hearings will be confidential. Upon completion of the testimony, the committee will meet in closed chambers and vote on the disposition of the student's status at the university.

### Penalties

Depending upon the intent and severity of the violation, a student found responsible for any act of academic dishonesty will be subject to one or more of the following penalties:

The student is placed on academic honor probation until graduation. For any student on academic honor probation, a second violation will result in a minimum sanction of one semester of suspension from the university.

In addition to academic honor probation, a student might also receive a grade of "F" on the assignment or test; an "F" in the course; or be suspended or dismissed from the university. No provision will be made for the student to receive a "W" regardless of whether the professor or student initiate said request.

If the student receives a grade of "F" for the course or is suspended or dismissed from the university, the transcript will indicate the grade with "HF" and/or the notation "Academic Honor Suspension (Dismissal)."

#### Appeals

A student may submit a written appeal of a guilty finding to the vice-president for Academic Affairs within ten days of receipt of the original decision. Appeals must be based on new evidence, additional information or procedural errors or misconduct. The vice president's decision is final.

A student can petition to have the grade of "HF" removed during their last semester as long as there are no further incidents of dishonesty.

## **Add/Drop Period**

Course additions or section changes must be made during the official add/drop period as noted on the academic calendar. A student who drops a course during this period will not receive a grade, and the course will not appear on the permanent university record.

ILynn/ Evening students will not receive a full refund if dropping a course after the first day of the term, but an additional course may be added in its place at no charge.

## **Admission to Classes**

Registered students are permitted to enter class only after obtaining financial clearance from Student Financial Services and completing the formal registration process. If a student is withdrawn, this may result in an additional financial obligation to the university.

## **Advising**

The role of a faculty advisor is crucial to the university's educational mission.

As an educational community, the primary relationship for students should and must be with faculty in their roles as teachers and advisors. Faculty design curriculum and therefore are the best sources for guidance and counsel in academic matters. In this context, academic advising is teaching; an ongoing exchange between faculty and students in which faculty explain how and why courses, programs and other educational experiences are related to the needs and aspirations of students. Effective advising involves probing and exploring with students their understanding of themselves as learners and individuals and helping to foster their involvement within our community. Within the academic advising process, faculty educate students on an individual basis about academic programs, policies and strategies for success while also encouraging students to be active, responsible and informed participants in the advising process. Incoming students are assigned a faculty member based upon their academic and/or career interests. The faculty advising program requires that every student meet with his or her advisor on a regular and ongoing basis. The director of academic advising, who is also a member of the faculty, oversees the advising program and provides assistance to faculty and students and serves as a liaison between faculty, students and staff.

Academic advising goes well beyond assisting students with their semester schedule of classes. The role of the academic advisor includes, but is not limited to:

1. helping the student define his or her academic, intellectual, personal and career goals.
2. identifying courses and experiential learning opportunities that will help the student to achieve personal and professional goals.
3. being available and accessible to advisees and working with faculty to monitor students' academic status.
4. referring students to appropriate campus resources, including personal counseling when appropriate.
5. encouraging awareness of and involvement in cultural and social opportunities on campus for students.
6. learning the policies and requirements for graduation and clearly communicating them to advisees so that they will not be deficient in any university, college or departmental requirements.

#### **Advising Process:**

Undergraduate Day freshman and sophomore students must meet with and be registered by a designated faculty advisor. Students with 45 or more credits earned can meet with and be registered by their designated advisor or may register online via MyLynn, pending approval by their advisor.

Undergraduate Evening/iLynn students are advised by a designated advisor. After an initial advising meeting and registration, students may register online for the following terms.

Graduate Day students are advised by a designated advisor. After an initial meeting and registration, students may register online via MyLynn, pending approval by their advisor.

Graduate Evening students are advised by a designated advisor. After an initial meeting and registration, students may register online via MyLynn, pending approval by their advisor.

## **Attendance**

Regular and punctual attendance is essential to successful academic achievement. Each student is responsible for all work from the first day of class and must make satisfactory arrangements with the instructor regarding absences. The instructor's absence policy is explained on the course syllabus.

A student who requires an extended absence (greater than three school days) should notify the Dean of Students. The Dean of Students will determine whether the excuse is warranted. The student will be required to fill out a Student Absence Form and provide the appropriate documentation relative to the absence.

The student's involvement in classroom activities and discussions is encouraged and expected. Therefore, attendance is not only important, but is essential to the learning experience. However, attendance may not be used in the calculation of the final course grade.

## **Audit**

Students who wish to audit a class must receive permission from their faculty advisor and the course instructor. A student who officially audits a course, although not required to take examinations, is expected to attend class regularly and to participate in a manner that is agreeable to the instructor. A grade of AU will be recorded on the official university transcript. Full-time undergraduate day

student will not be charged for auditing a course. All other students (part-time undergraduate day, undergraduate evening, graduate day and graduate evening students) will be charged an audit fee (see the Tuition and Fees section for current fee).

## Cancellation of Courses

The university reserves the right to cancel any course for which an insufficient number of students has enrolled or for other reasons deemed necessary. No charge is made to a student for a registration change necessitated by such course cancellation. Notification of a cancelled class will be sent to students at their Lynn e-mail address.

## Change of Degree Information

To change degree information such as major, minor, advisor or catalog year students must complete a Change of Degree Information Form. The form must be signed by the new advisor. If an undergraduate day student is changing advisors, the form must also be signed by the director of academic advising. The form must be brought to the Office of the Registrar to be processed.

## Change of Personal Information

To change personal information such as address or phone number, a student must complete a Change of Personal Information Form which can be found in the Office of the Registrar or on mylynn.

## Citizenship Project

During the January Term or J-Term, all first year students will take a course in our inaugural program, The Citizenship Project. Courses in the Citizenship Project focus on a civic issue, problem or topic and will engage in experiential learning opportunities and community service work with local community-based partners. Thematic areas for the course include homelessness, environmental sustainability and urban renewal. Transfer students who begin in the fall, with up to 15.00 transfer credits, are also required to complete The Citizenship Project. Failure to complete this requirement by the end of the student's first year will result in dismissal from the university.

## Classification of Students

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

Non-matriculated students are those who have not been admitted to a degree program but are eligible to enroll as full- or part-time students. Non-matriculated students include those who enroll in courses for self-enrichment and are not following any specific degree program requirements.

Non-matriculated students seeking to matriculate into a degree program must declare their intent with the Office of Admissions.

### Classification of Undergraduate Students

Matriculated students are classified according to the following number of semester hours of credit completed toward their degree:

Classification	Credit Hours
First Year	0 to 30
Sophomore	31 to 60
Junior	61 to 90
Senior	At least 91

## Closed Class Permission

To register for a closed course that is at its student capacity, a student must submit a Closed Class Permission Form signed by the course instructor, advisor and college dean to the Office of the Registrar. Requests will not be approved if the classroom cannot physically accommodate additional students.

## Code of Computing Practice

All Lynn University students and staff are expected to practice responsible and ethical behavior in their computing activities. While most computer users act responsibly, those who do not, either through ignorance or intent, can potentially disrupt others or even steal or damage their work.

To a reasonable and economically feasible degree, the university is responsible for securing its computing systems against unauthorized access and/or abuse while making them accessible for authorized and legitimate uses. This responsibility includes informing users of the expected standards of conduct and the punitive measures for not adhering to them. For specific information on information technology policies, see [www.lynn.edu/student](http://www.lynn.edu/student).

## Combined Bachelor's/Master's Program

Qualified undergraduate students who wish to pursue a master's degree will be allowed to take a maximum of six credits in the Master's program while finishing their undergraduate degree, provided they have completed 90 undergraduate credits, maintain a minimum 3.25 GPA in the last 15 undergraduate credits at Lynn and maintain a 3.0 or higher GPA in their graduate courses.

\*The conferral of a master's degree will require the completion of 30 unique graduate credits (credits not used towards the undergraduate degree).

## Course Load

For iLynn/evening students the Fall Semester = both the Fall I and Fall II Terms, the Spring Semester=both the Spring I and Spring II Terms.

The academic year consists of the Fall and Spring Semesters. Summer enrollment is optional.

### Undergraduate Day Semester

- Full time enrollment = 12 credits per semester
- It is suggested that students register for 15-16 credits per semester in order to complete 120 credits in 4 years.
- Tuition is charged as a flat rate for 9-16 credits. An overload fee will be charged if students register for more than 16 credits.
- If a student wishes to register for more than 18 credits a semester, the Vice President for Academic Affairs must approve.

### iLynn Semester

- Full time enrollment = 12 credits per semester.
- It is suggested that students register for 15-16 credits per semester in order to complete 120 credits in 4 years.
- Tuition is charged per credit.
- If a student wishes to register for more than 18 credits a semester, the Vice President for Academic Affairs must approve.

### Graduate Day Semester

- Full time enrollment=9 credits per semester for the Psychology and Music programs.



- Full time enrollment=5 credits for the Professional Performance Certificate
- Full time enrollment=6 credits per semester for the Ed.D. program.
- Tuition is charged per credit.

### **Graduate Evening Semester**

- Full time enrollment=6 credits per semester.
- Tuition is charged per credit.

A course passed more than twice cannot count towards financial aid eligibility. However, variable content courses may be taken multiple times towards degree completion. Lists of these courses are outlined in Chapter 8 Sections 1, 2 and 3.

## **Course Withdrawals**

After the add/drop period, students may withdraw from a course by completing the withdrawal form via electronic submission on myLynn. The completed form should be submitted to the Office of the Registrar within the designated time frame. Refer to the academic calendar for deadlines.

Students who withdraw from a course will receive a W on their permanent university record. A student can have no more than eight course withdrawals during his or her undergraduate enrollment in the university or three course withdrawals during each graduate enrollment in the university without the approval of the Office of Academic Affairs.

## **Credit Hour Definition**

### **Undergraduate Day Semester & Graduate Day Semester**

1 credit hour is equal to one hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately 15 weeks for one semester, or the equivalent amount of work over a different period of time.

### **iLynn Term & Graduate Evening Term**

Courses offered in our accelerated and online programs “mirror” the requirements of traditional courses in outcomes and assessment of learning. Credit hours in the accelerated programs are awarded based on equivalent content from traditionally offered day programs.

Note: For the purpose of defining credit hours, one hour of classroom or direct faculty instruction is defined as a 50-minute class period. For more details information, see section 5.7.1 of the Lynn University Policy Manual.

## **Dean’s List**

In order to qualify for Dean’s List, a student must have attempted and completed a minimum of 12 credits in the semester with a GPA of 3.5 or higher. The eligible student must have no grades below C.

For iLynn students a semester will include Fall I and II, Spring I and II or Summer I and II.

The Dean’s List acknowledgement will be posted on the student’s transcript.

### **Honor’s Convocation**

Each semester all students who have achieved Dean’s List the previous semester will be invited to the Honor’s Convocation.

## **Directed Study and Independent Study**

Directed Study (regular courses taken by special arrangement in various formats) involves a one-on-one relationship between the student and the instructor (i.e., frequent conferences regarding the study are needed in order to complete a regularly offered course). Appropriate request forms for Directed Study are available in the Office of the Registrar.

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

Signatures denoting approval by the instructor, appropriate college dean must be obtained before a student can register for either course of study.

## **Dual Major**

Students must meet the following criteria in order to receive a dual major:

- both majors must be completed simultaneously (a degree will be conferred upon the completion of both major requirements).
- earn a minimum of 30 credit hours beyond those required for the first baccalaureate degree, or a minimum of at least 150 credits.
- notify the Office of the Registrar.

Students will earn only one degree (i.e. if one major is part of a BS degree, and the other major is part of a BA degree, the student will only receive either a BS or a BA). A diploma lists only the one degree earned, and the official transcript will list both majors.

## **Enrollment Verification Letters**

Enrollment verification letters may only be requested by the student, unless their parents are listed on the Buckley Form. Enrollment Verification Forms are available in the Office of the Registrar or via electronic submission on myLynn and take approximately three working days to process.

## **Falsification of Academic Records**

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

## **Federal Educational Rights and Privacy Act (FERPA)-Combined With Directory Info**

The Family Rights and Privacy Act of 1974 (commonly called the Buckley Amendment) is designed to, with certain exceptions, protect the privacy of education records, establish the rights of students to inspect and review their records, and provide a means of correcting inaccurate and misleading data. Lynn University makes every effort to comply with this legislation.

Certain information is considered public and is released at the University’s discretion. Unless a student files written notification to withhold disclosure, the University will release directory information (see list below). This includes announcements of graduation, honors and awards, and verification of the dates of attendance and conferring of degrees. Names, addresses, phone numbers, and other directory information will be released for use within the University community. Only transcripts of academic records and statement of academic status pertaining to Lynn University course work are

released to third parties and then only with the written authorization of the student.

Parents of a dependent student have the right of access to educational records.

A student or eligible parent has the right to challenge any content of the student's education record which is considered to be inaccurate, misleading, or in violation of the student's privacy or other rights. Such challenge may be directed to the University Registrar in writing and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. Please note, however, that Lynn University is not required to consider requests for amendment under FERPA that seek to change a grade, disciplinary decision, or the opinions or reflections of a school official or other person reflected in an education record.

1. If the University decides not to amend the record as requested by the student or eligible parent, the Registrar will notify the student or eligible parent of the decision and advise the student or parent of the right to a hearing regarding the request for amendment.
2. The request shall be in writing and presented to the Vice President for Academic Affairs. A hearing officer appointed by the Vice President for Academic Affairs will conduct the hearing. The hearing will be conducted within a reasonable time frame after the request for the hearing has been received. The hearing officer will notify the student or eligible parent, reasonably in advance, of the date, place, and time of the hearing.
3. The student or eligible parent will be afforded a full and fair opportunity to present evidence relevant to the issue raised. One or more other persons may accompany the student or parent. Such individuals, however, are not permitted to address the hearing officer. The hearing officer will make a decision in writing based upon the evidence presented at the hearing within a reasonable time. The decision will include a summary of the evidence presented and the reasons for the decision.
4. If the hearing officer supports the challenge request, the education record will be amended accordingly and the student or eligible parent will be so informed. If the hearing officer decides not to amend the education record, the student has the right to place in the education record a statement commenting on the challenged information and/or stating the reasons for disagreement with the decision. This statement will be maintained as part of the education record as long as the contested portion of the record is maintained, and whenever a copy of the education record is sent to any party, the student's statement will be included.

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

### Directory Information

Lynn University has designated the following information as "Directory Information" and may release this information, without written consent or disclosure:

1. All Addresses;
2. Class;
3. College or school of enrollment;
4. Country of Citizenship;
5. Date and place of birth;
6. Dates of graduation;
7. Dates of attendance;
8. Degrees and/or honors awarded;
9. E-mail;
10. Expected date of graduation;
11. Full/part-time status;
12. ID Photograph;
13. Lynn University ID number;
14. Majors;
15. Merit scholarship;
16. Participation in officially recognized activities and sports;
17. Student's full name;
18. Telephone and Text Message listings;
19. Weight and height;

In order to withhold the release of the above information, the student must present the request to prevent disclosure form or a formal letter to the Registrar's office. This information will be withheld until the student releases it.

### Students' Access to Educational Records

All students and former students have access to their educational records upon written request to the Office of the Registrar. Educational records include academic records, applications, high school transcript, letters of recommendation, and judicial files. With respect to former students, the term education records excludes records that are created or received after an individual is no longer a student in attendance at Lynn University and are not directly related to the individuals attendance as a student. An example of a record excluded from the definition would be alumni services. Any student who requests access to any educational record is expected to present valid identification.

There are some records to which the student has no right of access. These are:

1. Professional mental health treatment records to the extent necessary, in the judgment of the attending physician or professional counselor, to avoid detrimental effects to the mental health of the student or of others. These records may, however, be reviewed by a physician or other appropriate professional of the student's choice.
2. Financial information furnished by the student's parents in support of an application for financial aid.
3. Confidential letters of recommendation that were placed in the student's file prior to January 1, 1975.
4. Confidential letters of recommendation concerning admission, employment, or honorary recognition, for which the student has waived access. (Lynn University may not require a student to sign a waiver in order to obtain services, but a person writing a recommendation may insist on a waiver as a condition for writing it).
5. Personal notes made by a faculty member or counselor that are accessible only to that person and are not shared with others.

6. Materials in any admissions files, until the student has been admitted to, and has attended Lynn University.

### Release of Confidential Records

The University will not release any confidential records concerning any student or former student unless a written statement authorizing such a release is supplied by the student or former student. Exceptions to this policy are:

1. Faculty and staff members with legitimate educational interests in the record: One exception that permits disclosure without consent is disclosure to school officials with legitimate educational interests.
  - a. A school official is a person employed by Lynn University in an administrative, supervisory, academic or research, or staff position (including Campus Safety and Security 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 Board of Trustees; or a student serving on an official committee, such as disciplinary or grievance committee, or assisting another school official in performing official tasks.
  - b. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill the official's professional responsibility.
  - c. Additionally, education records may be released to contractors, consultants, volunteers, and other outside service providers used by the University to perform institutional services and functions, that it would otherwise use employees of the University to perform. The University must use "reasonable methods" to ensure that the school official obtain access to only those education records-paper or electronic-in which they have legitimate educational interests and the burden falls to the institution to justify access if questioned.
2. Authorized federal and state officials in the process of administering educational programs: The regulations clarify that educational agencies and institutions may provide personally identifiable information within education records to federal or state auditors without prior consent without violating FERPA.
3. Administration requirements of the financial aid program.
4. Accrediting organizations carrying out their accrediting functions;
5. Parents of a dependent student: The regulations clarify that the University may disclose educational records to the student's parents without student consent if the student is a dependent for Federal Income Tax purposes.
6. Organizations conducting studies on educational programs, providing that the identity of the student is not revealed;
7. Emergency situations involving the health or safety of students or other persons: In making a determination under the health and safety exception, which allows educational institutions to disclose education records in the case of a

health or safety emergency, institutions are now allowed to exercise judgment as follows:

- a. The University may take into account the "totality of the circumstances" pertaining to a threat to the safety or health of a student or other individuals.
  - b. If the University determines there is an "articulable and significant threat" to the health or safety of a student or others, it may disclose information from education records to third parties, whose knowledge of the information is necessary to protect them, including the health and safety of the student or others.
  - c. If, based on the information available at the time, there is a rational basis for that determination at the time the decision is made.
  - d. In addition, the University is permitted to allow disclosure of personally identifiable information from an education record to "appropriate parties," including parents of a student, if knowledge of the information is necessary to protect the health and safety of the student or other individuals.
  - e. The Department of Education will require that the University involved in a disclosure under these circumstances to record the nature of the threat and the parties to whom it disclosed information under the "health and safety" emergency section.
  - f. FERPA also allows disclosure to parents if the student has violated any Federal, State, or local law, or any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance, if the institution determines that the student has committed a disciplinary violation regarding the use or possession and the student is under twenty-one at the time of the disclosure.
8. Disclosure made in compliance with judicial order or lawfully issued subpoena;
  9. Disclosure made pursuant to federal and state law, including **complying with the Campus Sex Crimes Prevention Act**. To conform to the requirements of the Campus Sex Crimes Prevention Act, University officials are permitted to release information they received from a state community notification program about a student registered as a sex offender in the State.
  10. Information designated by the University as directory information.
  11. Disclosure to Other Colleges, Universities and/or schools to which a student is transferring: The authority to disclose or transfer education records to a student's new school does not cease automatically the moment a student has enrolled in the new school and continues to be enrolled at any future point in time so long as the disclosure is for purposes related to the student's enrollment or transfer. This means that the University may disclose any records or information, including health and disciplinary records, that the

University could have disclosed when the student was seeking or intending to enroll in the new school.

12. Disclosure made to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, subject to the requirements of 34 CFR §99.39(a)(13). The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding.
13. Disclosure made to the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39(a)(14), if the school determines the student is an alleged perpetrator of a crime of violence or non-forcible sex offense and the student has committed a violation of the school's rules or policies with respect to the allegation made against him or her.

While the University reserves the right under the above stated circumstances to disclose information from a student's education records without the student's written consent, the university is under no obligation to do so.

University offices maintaining education records will keep a record of all parties requesting or obtaining access to the contents of student records (except in case of requests by school officials; or by parties requesting directory information). This record of request must identify the legitimate interest the person(s) had in seeking or obtaining information contained in a record and may be available for inspection by the student identified by the record.

### Challenges to the Content of Records

A student may challenge the contents of an education record which they consider to be inaccurate, misleading, or otherwise in violation of their privacy rights. Students may initiate a challenge by submitting a written request to the custodian of the particular record in question, who shall attempt to resolve the problem through informal discussions. If a challenge to a record is not satisfactorily resolved by this procedure, the student will be informed of their right to a formal hearing, the procedures to be followed concerning such a hearing, and its composition.

Upon the request of the student, a formal hearing may be held following these guidelines:

1. The hearing shall be conducted and decided within a reasonable period of time following the request for the hearing. The student shall be notified as to the time and place of any hearing;
2. The student shall be afforded a full and fair opportunity to present evidence relevant to the issues raised;
3. The University shall be afforded the opportunity to present testimonial and/or documentary evidence in response to any evidence presented by the student;
4. The hearing shall be conducted, and the decision rendered, by a University official or other party who does not have a direct interest in the outcome of the hearing. The appropriate President Cabinet member with oversight over the record in question shall appoint such official or other party;
5. The decision will be rendered in writing within a reasonable period of time after the conclusion of the hearing;
6. The record of the hearing and decision will be preserved in the student's file.

### Annual Notification

Lynn University will annually inform individuals in attendance of their rights under FERPA, including the right to consent to disclosure of personally identifiable information contained in their education records, the right to opt out of the disclosure of "Directory Information," the right to review and seek correction of education records, and the right to file a complaint with the Department of Education concerning the University's alleged failure to comply with FERPA.

### Parental Notification

The University's policy regarding disclosure of student information to parents is based both upon legal requirements and the University's philosophy that students should be treated as adults. The University generally will not share educational records (other than Directory Information) with third parties, including parents or guardians, without student consent, except in limited circumstances where such disclosure is permitted under FERPA (described below) and where the university determines in its discretion that disclosure is appropriate.

- In connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals.
- To the parent or legal guardian of a student under the age of 21, information regarding the student's violation of a University policy governing the use or possession of alcohol or drugs.
- To a person who submits a written affirmation that he or she is the parent or legal guardian of a student and that the student is a dependent within the meaning of Section 152 of the Internal Revenue Code of 1954.
- In other limited circumstances as allowed under FERPA and its implementing regulations, as they may be amended.

In cases involving a health or safety emergency or a violation of a university policy regarding the use or possession of alcohol or drugs, a decision to notify parents or guardians about information contained in an education record - and the actual communications to the parents or guardians - will be made by Student Affairs, in each case after consultation with the student's school office and other appropriate offices. Whenever practicable, a student whose parents or guardians are to be notified will be informed before such notification occurs and given an opportunity to initiate contact with his or her parents or guardians.

### Academic Files

Students' permanent academic files, including all official transcripts, are maintained in the Office of the Registrar. Students needing access to their files must contact the Office of the Registrar.

### Right to File a Complaint

In addition to the above rights, the act also affords students the right to file a complaint with the U.S. Department of Education concerning alleged failures by Lynn University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW., Washington, D.C., 20202 8520

For a complete description of FERPA regulations, please visit: <http://www.ed.gov/policy/gen/guid/fpco/index.html>, which is a link to Family Policy Compliance Office in the Department of Education.

## Forgiveness Policy

The forgiveness policy allows a student to discount courses in the abandoned major, minor or specialization. It also allows for forgiveness of an elective that does not need to be successfully completed for graduation purposes. The transcript will reflect the student's complete record with an added notation of "Academic Forgiveness Declared" by the selected course(s); however, the grade(s) will not be calculated in the cumulative GPA. A forgiveness policy form is available on myLynn and will need the signature of the dean of the school of the newly chosen program, as well as registrar approval. The forgiveness policy may only be used once in a student's college career and may only be used for a total of two courses.

## Grade Notification

At the midterm point each semester, all undergraduate day students will be issued a midterm grade viewable on the Web at [www.lynn.edu/mylynn](http://www.lynn.edu/mylynn).

At the conclusion of each semester/term, all students will be issued a final grade viewable on the Web at [www.lynn.edu/mylynn](http://www.lynn.edu/mylynn).

## Grade of Incomplete

A. For a student to be eligible to receive an incomplete for a course:

1. The student must provide to the dean of students documentation of the extenuating circumstance(s) that prevent him/her from satisfying the course requirements and learning outcomes of that particular course.
2. The student, at the time of applying for an incomplete, must have completed two-thirds of the term and have a passing grade.

B. The application process:

1. The student will have the option of applying for an incomplete in one or more courses.
2. The student will obtain and complete the incomplete application form and bring it to the dean of students with appropriate documentation. The dean of students will verify that the student's application satisfies the eligibility criteria. If the application satisfies the eligibility criteria then the dean of students will return the approved form to the student who will then take the form to the professor of the course. The professor and student will draw out a contract, which includes but is not limited to: all course work to be completed and the deadline for this material to be submitted. After the student agrees to the terms of the contract and signs the form, the professor will take the contract to the dean of his/her college. The dean will then review the contract and sign the form upon approval. The "I" is now official and the contract is binding. The dean of the college will distribute copies of the contract to the professor, the student, the dean of students and the Registrar. Each recipient will place the copied contract in the appropriate file. The professor will keep one copy and the original will be placed in the student's file in the college of his/her major.

C. The form:

1. Will be available online.

2. Will contain current grade, what specific assignments are to be completed due date for all material (not to exceed one year beyond the original term final grade due date), and state that the final course grade will be a "W" if the student does not complete the requirements.

Note: As of fall 2006 students are limited to eight undergraduate and three graduate course withdrawals.

## Grade Point Average

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

A = 4.00 points for each credit	C = 2.00 points for each credit
A- = 3.67 points for each credit	C- = 1.67 points for each credit
B+ = 3.33 points for each credit	D+ = 1.33 points for each credit
B = 3.00 points for each credit	D = 1.00 point for each credit
B- = 2.67 points for each credit	F = 0.00 points
C+ = 2.33 points for each credit	HF (HONOR CODE VIOLATION) = 0.00 points

Thus, a grade of A in a three-credit course would be assigned 12 points.

The GPA is determined by dividing the total number of earned quality points by the number of hours towards the GPA. Grades of AU, I and W are excluded from the calculations. Other symbols in use (not included in computation of average):

W	Officially Withdrawn from the Course
AU	Audit
I	Incomplete
P	Pass
NP	Not Passed

## Grade Scale

A = 93-100	C = 73-76
A- = 90-92	C- = 70-72
B+ = 87-89	D+ = 67-69
B = 83-86	D = 60-66
B- = 80-82	F = 0-59
C+ = 77-79	

Note: The student's final grade average is rounded to the nearest percent before grades are determined.

## GRADUATION

### General Information

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

There is one graduation ceremony a year which is held in May; however, degrees are conferred at the end of each term. Students are not eligible to participate in the ceremony if they do not meet the following requirements:

- Undergraduate students must have no more than 3 courses left to complete in the summer



- Graduate students must have no more than 12 credits left to complete in the summer.

Every student must sign and return a Graduation & Diploma Application in order to have their degree conferred, and every student must sign and return a Ceremony Petition in order to participate in the ceremony.

Student Right-to-Know graduation rates are available in the Institutional Research Office and on the Lynn University Web site.

## Overall Requirements for the Baccalaureate Degree

- complete a minimum of 120 semester hours.
- attain a minimum cumulative grade point average of 2.0.
- earn at least a minimum of the last 30 credits at Lynn University.
- satisfy all Lynn University undergraduate curriculum requirements for the baccalaureate degree, including core curriculum requirements.
- complete a minimum of 45 credits that are upper division (300+level).

### Commencement Honors

At commencement, baccalaureate degree students attaining the standards designated below will graduate with honors.

Cum Laude	3.50 to 3.64
Magna cum Laude	3.65 to 3.79
Summa cum Laude	3.80 to 4.00

Commencement honors are awarded on the basis of at least 60 credit hours earned at Lynn University. Students who have fewer than 60 credit hours may apply for commencement honors by requesting a petition for commencement honors from the Office of the Registrar.—Provided that the overall GPA earned at previous institutions and at Lynn University meets designated standards, commencement honors will be awarded.

## Overall Requirements for Master's Degree

A candidate for a master's degree must:

- attain a minimum cumulative grade point average of 3.0.
- satisfy all Lynn University graduate curriculum requirements for the master's degree, including thesis requirements.
- satisfy the requirements for a major that includes at least 30 unique credits.

### Commencement Honors

Master's students are not eligible for honors distinctions as they are expected to maintain high levels of academic excellence.

## Overall Requirements for Ed.D. Degree

A candidate for an Ed.D. degree must:

- complete a minimum of 51 semester hours.
- attain a minimum cumulative grade point average of 3.25.
- satisfy all Lynn University graduate curriculum requirements for the Ed.D. degree, including thesis requirements.
- sign and return a graduation application to the Office of the Registrar

### Commencement Honors

Ed.D. students are not eligible for honors distinctions as they are expected to maintain high levels of academic excellence.

## Honor Societies

### Honor Society

Full-time students who have earned 48 or more credits at Lynn University and have a cumulative GPA of 3.5 or higher are eligible for the Honor Society.

### President's Honor Society

Full-time students who have earned 48 or more credits at Lynn University and have a cumulative GPA of 3.75 or higher are eligible for the President's Honor Society.

\* Members of the Honor Society and the President's Honor Society will receive a certificate in recognition of their accomplishments.

### Honor's Convocation

Each semester all members of the Honor Society and the President's Honor Society will be invited to the Honor's Convocation and receive a certificate in recognition of their accomplishments.

## The Institutional Review Board

All human subject research and research-related activities involving human subjects conducted within or under the auspices of Lynn University by any faculty, employees or students, is subject to the Institutional Review Board for the Protection of Human Subjects in Research (IRB) review, recommendations if warranted, and final approval.

The purpose of the IRB is to safeguard the safety, privacy, health and welfare of the human subjects involved in research and research-related activities. The IRB reviews three categories of research: new projects periodic review on a continuing project and procedural revision to a previously approved project. IRB members are selected for their experience, expertise, diversity and breadth in backgrounds and represent individuals with primary concerns in both scientific and non-scientific areas. Under no conditions can proposed research begin prior to IRB review and written approval.

Investigators have many obligations, including designing the study so that the incidence of risk and stress are minimized to the greatest degree possible and that these risks are accurately described in the protocol. Moreover, the investigator bears responsibility for terminating the study when hazards or risks to the subjects become apparent or may be incompatible with the study's benefits; further, investigators must report any adverse reactions associated with the study to the IRB.

Information regarding the IRB Policies is available in the appropriate college and the IRB Web site (contact the IRB for the URL to this site). These procedures are briefly summarized as follows:

- The investigator and the advisor of the project must take and complete the National Institutes of Health "Human Participants [Subjects] Protection Education for Research Teams" **On-Line Course**. The course can be found at <http://phrp.nihtraining.com/users/login.php>. Certificates of completion must be provided to the IRB prior to the initiation of data collection.
- Prior to submission to the IRB, a research proposal must be approved by an advisor in the case of student research

or by the supervisory vice president in the case of a university employee.

- Completed IRB application including the research protocol, certifications and signatures, and curriculum vitae of principal investigator is submitted to the IRB. Reviews may be by convened full board review, expedited review, or request for exempt status.
- Submission of material is done electronically and is rolling. Information regarding submission can be found at the IRB blackboard site. If the IRB has any special concerns or questions, the researcher may be asked to attend the meeting.
- The IRB notifies the investigator and the institution in writing of its decision to approve or disapprove the proposed research activity, or of modifications required to secure IRB approval of the research activity. If the IRB decides to disapprove a research activity, it shall include in its written notification a statement of the reasons for its decision and provide the investigator an opportunity to respond in person or in writing. Institutional notification for employees is sent to the investigator's supervisory vice president and to the research advisor in the case of students. For students, once approved, a copy of the approval letter is sent to the Office of the Registrar for the student's permanent file.
- Currently approved protocols must be reviewed annually.
- For more detailed information on Research Policies please see Volume V of the Lynn University Policy Manual.

## Leave of Absence

If a student wants to request a Leave of Absence (LOA) they must see the dean of students to fill out the LOA form.

A LOA form is not required in order for a student to withdraw from all of their classes; however, a student must indicate on the LOA form if they want to withdraw from all of their current courses and be dropped from all of their future courses, or just be dropped from all of their future courses.

The dean of students will place any conditions of return on the LOA form and forward the form to the Office of the Registrar, the Office of Student Financial Services and the dean of students, and then place the form in the student's file.

Once the form is received in the Office of the Registrar, the following will be done:

- Student will be issued grades of W for each course in the current semester (if applicable).
- Student will be dropped from all future courses.

Once the student is ready to return they must complete a reenrollment form and meet with the dean of students. Once they have determined that the student has met all of their conditions of return the Office of the Registrar and Student Financial Services will be notified.

## Observance of Religious Holidays

Lynn University respects the rights of all individuals to observe customarily recognized religious holidays throughout the academic year. If a student intends to be absent from classes as a result of any such observance, the student should notify his/her professors in writing prior to the specific holiday.

## Pre-requisite Overrides

To register for a course which has a prerequisite that has not yet been taken, a student must submit a prerequisites override form to the Office of the Registrar signed by the instructor, advisor and dean with a note allowing the course to be taken without the required prerequisite.

## Probation

### Undergraduate Day Probation

After the first semester with a career GPA below 2.0, students will be sent notification of their probation status.

After the second semester with a career GPA below 2.0, the director of academic advising ([ddicerbo@lynn.edu](mailto:ddicerbo@lynn.edu)) will review each student's transcript and determine if the student will be dismissed or be granted one final probationary semester.

- If given one probationary semester, the director of academic advising will provide a list of specific conditions to be met. Failure to meet these conditions will result in automatic dismissal at the conclusion of the following semester.

Students who have already been placed on probation should check their grades on MyLynn before returning to campus. Students are not guaranteed a probationary semester, so this should be taken into consideration before travel arrangements are made.

Note: All correspondence for probation will be emailed to the student's Lynn email address and mailed to the local address and legal home/permanent address on file. Dismissal letters will be emailed to the student's Lynn email address and be sent via FedEx to both the local and legal home/permanent addresses on file.

### Appeal Process

A student has a right to appeal a decision of academic dismissal and must do so in writing. Extraordinary circumstances beyond the control of the student or significant academic progress are the only reasons for considering an appeal.

Undergraduate Day Students should direct their appeal to the director of academic advising ([ddicerbo@lynn.edu](mailto:ddicerbo@lynn.edu)) by July 15<sup>th</sup> for the fall semester or by December 31<sup>st</sup> for the spring semester.

### Undergraduate Evening/iLynn Probation

Students with a career GPA below 2.0 for four consecutive terms may be academically dismissed from the university. Notification of probation status will be sent to the student's local address on file. Should you fail, or receive a grade of D, in a course that is not able to be repeated before the completion of the four consecutive terms, a term GPA of 2.0 must be achieved for each of the consecutive terms.

Please note the following: probation status is calculated on career GPA, not term GPA, and repeating courses you have previously failed is the quickest way to improve your GPA.

iLynn Students should direct their appeal to the Director of evening, online and graduate advising ([arogers@lynn.edu](mailto:arogers@lynn.edu)) by the end of add/drop period for the following term.

### Graduate Day Probation

After the first semester with a career GPA below 3.0, students will be sent notification of their probation status to their local address.

The director of evening online and graduate advising ([arogers@lynn.edu](mailto:arogers@lynn.edu)) will review each student's transcript and determine if the student will be dismissed or be granted probationary semesters until the course(s) can be repeated and successfully completed (most courses are offered only once a year).

### Appeal Process

A student has a right to appeal a decision of academic dismissal and must do so in writing. Extraordinary circumstances beyond the control of the student or significant academic progress are the only reasons for considering an appeal.

Graduate day students should direct their appeal to the Director of evening, online and graduate advising ([arogers@lynn.edu](mailto:arogers@lynn.edu)) prior to the add/drop deadline of the following semester/term.

### Graduate Evening Probation

A student who falls below the minimum career GPA requirement of 3.0 will be placed on academic probation. Students on academic probation after the completion of 6 courses may be academically dismissed from the university. Notification of probation status will be sent to the student's local address on file.

Please note the following: probation status is calculated on career GPA, not term GPA, and repeating courses you have previously failed is the quickest way to improve your GPA

### Appeal Process

A student has a right to appeal a decision of academic dismissal and must do so in writing. Extraordinary circumstances beyond the control of the student or significant academic progress are the only reasons for considering an appeal.

Graduate evening students should direct their appeal to the director of evening, online and graduate advising ([arogers@lynn.edu](mailto:arogers@lynn.edu)) prior to the add/drop deadline of the following semester/term.

### Ed.D. Probation

Students in the EdD program are expected to maintain a career GPA of at least 3.25, as well as a minimum grade requirement of B- for each course. Students in the doctoral program will have their mid-program review during their fifth semester. Students may be strongly encouraged to continue in the program, recommended to remain in the program, placed on probation, or asked to leave the program as a consequence of this review. This review considers the whole of the student's work to date, including attendance, participation, comprehension, and writing as well as any other factors deemed important by the faculty. The review assesses the student's potential for success at the dissertation in practice stage.

Students who are placed on probation will engage in a formal improvement process. The improvement process includes the following steps:

1. The student should develop a performance improvement plan with their identified mentor. This plan must include steps and a time line for achieving satisfactory progress over the remaining four semesters.
2. The performance improvement plan should be submitted to the Director of the Ed.D. Program in Educational Leadership.
3. After the performance improvement plan is approved by the Director of the Ed.D. Program in Educational Leadership, the student and mentor will meet with the Director of the Ed.D. Program in Educational Leadership and the Dean of

the College of Education to discuss the student's performance and the plans for improving it.

4. The Dean of the College of Education will decide whether and when all tasks in the improvement plan have been successfully completed. The recommendation by the mentor will be taken into account for this decision.

### Conservatory of Music Probation

Students accepted into the Conservatory of Music are required to conduct themselves in a manner appropriate to a member of a productive musical community as well as meet the following academic standards in order to remain in good standing and retain his/her music scholarship each year:

- Maintain a minimum semester GPA (2.75 undergraduate, 3.0 graduate).
- Earn a minimum grade of "C" in Applied lessons, juries, mock auditions, recitals, graduate performance requirements and all performing ensembles.
- Attend classes, lessons, rehearsals, master classes, performance forum, Showcase
- Concerts, outreach performances, juries, mock auditions and other Conservatory performances and activities as assigned.

Students who fail to maintain these minimum requirements shall be placed on academic probation within the Conservatory of Music. Students who fail to meet the Conservatory's minimum academic requirements for two consecutive semesters shall be dismissed from the Conservatory with an option to appeal to the Dean.

### Re-enrollment

If a student left the university in good standing and wants to return to complete their degree, first he or she must contact the Office of the Registrar.

If the student left because of academic suspension, he or she must contact the appropriate director of academic advising to receive permission to return. For undergraduate day students contact [ddicerbo@lynn.edu](mailto:ddicerbo@lynn.edu) and for graduate and iLynn students contact [arogers@lynn.edu](mailto:arogers@lynn.edu)

If the student left because of behavioral or social suspension, he or she must contact the dean of students ([gmartin@lynn.edu](mailto:gmartin@lynn.edu)) to receive permission to return.

If the student left Lynn University with an outstanding balance and were turned over to a collection agency, he/she will need to contact the Director of Student Accounts, if they wish to re-enroll once the outstanding debt and collection fees have been paid.

Once a student is approved or denied, the director of academic advising or the dean of students will notify the Office of the Registrar and the Office of the Registrar will send written notification to the student.

If a student wants to return to Lynn to complete a second degree, they must apply through the Office of Admission.

### Registration

Course registrations for undergraduate day, graduate day and graduate evening students are processed by their academic advisor while course registrations for undergraduate evening students can be processed online.

## Repeat Courses

In order to improve their knowledge of a subject and cumulative grade point average, students may elect to repeat a course in which they have earned a less than satisfactory grade, especially a "D" or an "F." The higher grade will be the grade that contributes toward the cumulative grade point average. In situations where the course needed to be repeated is no longer available or offered, a similar course may be substituted with the approval of the dean of the college. A course in which a grade of "F" was earned at Lynn University can be repeated only at Lynn University.

## Residency Requirement

### Undergraduate Students

Students must complete a minimum of 30 credits at Lynn University. Any exception must be approved by the Vice President for Academic Affairs.

### Second Bachelor's Degree

Students who wish to complete a second Bachelor's degree must meet the following criteria:

- seek a second degree that is significantly different from the first degree.
- receive approval from the Office of Academic Affairs.
- complete all requirements for the second degree, which must be a minimum of 30 credits.

### Second Master's Degree

Students who have already earned a master's degree from Lynn and wish to pursue a second master's degree must meet the following criteria:

- Apply and be accepted by the Office of Admission
- Seek a second degree that is significantly different from the first degree
- Complete a minimum of 24 unique credits
- Complete all degree requirements for the second degree

Students new to Lynn, who wish to pursue a second master's degree, must meet the following criteria:

- Apply and be accepted by the Office of Admission
- Complete all degree requirements for the second degree
- Speak to the college dean to see if transfer credit can be awarded for any previous graduate degree work, no more than 6 credits can be transferred.

## Special Student Status

Graduate students who wish to take courses for the purposes of continuing education, teacher certification or transfer of credits to another institution may register as Special Students. Special Students are classified as non-degree seeking students and must show evidence of graduation from an accredited college or university in order to be eligible for this classification and take graduate courses at Lynn University. Special Students must complete a Special Student form available in the Office of Admissions and may be limited to six credit hours, except under the following circumstances:

- Educators seeking ESOL certification or taking courses for certification or recertification purposes are limited to 15 credit hours (five three-credit courses).

Those interested in enrolling as non-degree seeking students should contact the Office of Admissions for a Special Student form and registration materials. Term schedules of classes are available on the university's Web site.

Financial aid is not available to Special Students. Because of immigration regulations, a foreign student with either an F-1 or J-1 Visa may not register as a Special Student and must be degree seeking. Students who would like to change their status to degree seeking must complete a graduate application, provide all necessary documentation, including entrance testing if appropriate, and meet all admission requirements. Enrollment as a Special Student in no way implies a right to future admission to the university or a graduate program.

Credit earned as a Special Student does not automatically count as fulfilling graduate degree requirements unless approved by the program coordinator or dean of the appropriate college. All such proposed courses must have a grade of B or better and meet specific course requirements for the degree. This determination is made after the applicant has been accepted to the university or by the end of his or her first term as a matriculating student.

## Student Responsibility

Lynn University encourages its students to take the primary responsibility for their own academic activities and to accept the resulting consequences. No student should behave in a manner that can harm the educational environment or diminish the learning experience of any other member of the academic community. Each student is responsible for a knowledge of and adherence to regulations regarding registration, withdrawal, degree plan, deadlines, curriculum, graduation requirements and payments of tuition and fees.

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

It is the student's responsibility to:

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

## Transcripts

Transcripts must be requested in writing by the student or alumnus (the form can be found at [www.lynn.edu/transcripts](http://www.lynn.edu/transcripts) or requested electronically (by logging on and going to MyLynn/Academics/Student). Official Transcripts, which bear the signature of the registrar and the Official University Seal are typically processed within one (electronic version) to three (paper version) working days after receipt of the request. During busy times in the office, requests may take up to two weeks to be processed. Lengthier processing periods typically occur at the beginning and end of a semester. Please note: Transcripts cannot be faxed.

## TRANSFER CREDITS

### Transfer Credit Evaluations

Transfer credit is awarded for courses successfully completed at a regionally accredited institution or an institution whose accrediting organization is recognized by the Council for Higher Education Accreditation (CHEA).

Official transcripts from each institution attended must be submitted in order for the Office of the Registrar to complete a formal transfer evaluation. Courses completed outside of the United States require students to submit an official foreign credential evaluation and translation along with their official transcripts. Each transfer evaluation is reviewed by the Office for Academic Affairs and/or appropriate college faculty.

A course evaluated as equivalent to a Lynn course is accepted as that course. A course evaluated as not equivalent is accepted as an elective. If a preliminary evaluation is completed for a student based on an unofficial transcript, that evaluation will not be considered final until official documentation is received and reviewed for accuracy.

Although credits transfer in from other institutions, grades do not. Transfer courses are listed on the transcript with a grade of "T." A student's Lynn grade point average is based solely on courses completed at Lynn University.

## Undergraduate Student Transfer Policy

Any course that was successfully completed at another institution may be accepted. All undergraduate students must complete a minimum of 30 credits at Lynn in order to receive their degree.

Lynn University also accepts credit for AP, CLEP, International Baccalaureate and University of Cambridge Exam credits. Please submit official transcripts for review.

## Graduate Student Transfer Policy

No more than nine transfer credits will be accepted and they must meet the following criteria:

- The course(s) must be at the graduate level;
- The course(s) must have a grade of B or better and be taken no more than four years prior to admission to Lynn University.

## Doctoral Student Transfer Policy

No more than thirteen transfer credits will be accepted and they must meet the following criteria:

- The course(s) must be at the doctoral level;
- The course(s) must have a grade of B or better and be taken no more than four years prior to admission to Lynn University.

## Transfer of Credit Procedure

Requests for transfer of credits should be directed in writing to the faculty advisor or degree program coordinator. Appropriate documentation should accompany the request and include an official transcript and one or more of the following: a course description, a catalog, a syllabus for the course or completed written assignments for the course.

## Permission to Study at Other Institutions

Students who desire to attend another collegiate institution while enrolled at Lynn University and want to ensure that those credits will apply to their Lynn University degree program must complete the Transient Form and obtain the appropriate signatures. Only credit hours transfer, not grades.





## Chapter VII.

# Academic Support Services

### Institute for Achievement and Learning

The Institute for Achievement and Learning provides innovative academic support services that creatively link all aspects of Lynn University student life and academic achievement. To ensure positive opportunities that embrace, engage and empower students, the Institute offers diagnostic information and assessments, and a menu of comprehensive, and diverse support services. The Institute also provides professional development and training with opportunities for educational research that extend from faculty workshops to seminars designed to include the greater community. The Institute has been created as the vehicle to promote the idea of label-free learning, encouraging academic excellence both in and out of the classroom and celebrating the uniqueness of every mind and potential of every student. The Institute is the coordinating body for existing and new campus academic support services and the primary source for student support outside of classroom instruction. All students have access to the Institute, which includes the following resources and programs:

- The Diagnostic Center for Educational Assessment: The Institute's diagnostic branch exists to further illuminate student strengths and weaknesses. Recommendations for students are made in the form of compensatory strategies, i.e., building on students' strengths not remediating weaknesses. Services are open to all Lynn University students.
- Lynn University Institute for Achievement and Learning Tutoring Program: The program is designed to assist all Lynn University students with course work by offering individual and small group content-area tutoring and use of the Institute staffed writing center. All tutors and writing center staff hold advanced degrees, including many who have terminal degrees in their respective fields.
- The Comprehensive Support Program component of the Institute is a fee-based program that requires students to submit documentation of their learning difference at the time of their application to Lynn. The program is designed to provide structure, support, and accountability for LU students. The services include coaching, tutoring, registration into Institute Fellows courses, and enrollment in the Dialogue of Self and Society course in their Freshman year. These services are staffed by experts in the field of working with students with learning challenges.
- ADA Office: Available to students who qualify for special accommodations for learning and testing.

#### Services

The Institute's services offer students an extraordinary opportunity to achieve at the college level. Programs provide motivated students with learning challenges support services to

assist in their academic journey at the post-secondary level while fostering academic independence.

Students enrolled in the Comprehensive Support Program component of the Institute are provided with academic coaching, a separate testing area, specialized Dialogue courses with a low pupil-to-teacher ratio taught by Faculty Institute Fellows and tutorials in most subject areas.

Institute Fellow courses are taught by professors who have been trained in learning style differences, classroom management techniques and assessment strategies, in addition to having expertise in their academic field. Institute Fellows certification demonstrates that the faculty member has achieved competency in understanding Institute for Achievement and Learning pedagogy, utilization of motivational strategies in the classroom, implementation of metacognitive strategies, use of multiple approaches for assessing student learning, and the utilization of classroom technology

The Wayser Family Tutoring Center is located in the Institute for Achievement and Learning. Tutoring sessions are scheduled through the Tutoring Center coordinator. The center offers individual and group tutoring. Tutoring sessions are available by appointment or on a walk-in basis. In the event that a student cannot attend a scheduled appointment, he or she must notify the Lynn tutoring staff within 24 hours or be charged the normal fee. The meetings between the center staff and students are face-to-face, and tutoring is provided for most Lynn University courses. The Institute supports writing across the curriculum, serving both day and evening students. The Tutoring Center is open five days a week as is the accompanying Writing Center (during final exams the tutoring and writing centers are open seven days a week). All tutors hold advanced degrees, including many who have terminal degrees in their respective fields.

The Testing Center is located in the Institute for Achievement and Learning. Testing Center hours are Monday through Thursday, 8 a.m. to 6 p.m. and Friday 8 a.m. to 4 p.m.

The Institute uses a diagnostic coaching model to address behavioral issues specific to college students with ADHD or executive functioning deficits. Organizational skills, prioritizing of assignments and daily activities, strategies for procrastination issues, time management skills, coping with impulsivity, strategies to aid with focus and attention in and out of the classroom, and study skills are some of the topics covered during coaching.

The Diagnostic Center for Educational Assessment offers intelligence and achievement assessments for enrolled students who may be struggling academically. Students receive psychoeducational testing, face-to-face meetings to discuss academic strengths and areas for improvement, recommendations for increasing academic skills, and follow up meetings to ensure an understanding of the assessments and recommendations. A licensed psychologist administers these assessments. Hours are Monday through Friday, 8:30 a.m. to 4:30 p.m.

## **American Disabilities Act (ADA) Accommodations**

In accordance with the university's mission as well as federal and applicable state laws, Lynn University is committed to providing equal access and participation to educational opportunities for all independent, qualified students with documented disabilities through the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act.

### **Procedures for Obtaining Accommodations:**

Eligible students who are seeking ADA accommodations must register with the Academic ADA Specialist by providing appropriate documentation including, but not limited to, psychological-educational evaluations, neuropsychological evaluations, or medical documentation by a treating physician. Please note that additional documentation may be requested at the student's expense.

It is the student's responsibility to provide appropriate documentation and to self-disclose. Accommodations are granted on a case-by-case basis and can be sought at any point throughout the academic year, however, it is encouraged to disclose early in order to best accommodate the student.

## **Hannifan Center for Career Connections**

The Hannifan Center for Career Connections is a one-stop career center, serving all students of Lynn University. The center is located on the first floor of Eugene M. and Christine E Lynn Library. Its overall purpose is to ensure students are gainfully employed post-graduation, as well as preparing them for the real world work force.

The team of the Hannifan Center for Career Connections assists students with their career selection and job search in group sessions and/or by private appointment. Workshops on a variety of topics are provided: résumé development, interview skills, how to dress for success, and launching a job search. An annual Career Fair and Internship Fair provides students with access to a large number of recruiters from a variety of employers. A variety of services are provided to students by appointment: career counseling, career and personality assessments and resume reviews. Mock interviews with employers are conducted monthly on campus and students must register to participate. Alumni shadowing opportunities are available upon request.

## **Center for Learning Abroad**

The Center for Learning Abroad (CLA) is responsible for creating opportunities so that every Lynn University student has the chance to study abroad during their degree, whether the program is during January Term, the summer, for a semester or for an academic year.

Lynn University fully recognizes that our students live in a globally interconnected world, both socially and economically, and that study abroad opportunities can be an important part of the overall collegiate learning experience. There is a wide variety of programs available to Lynn University students including those led by Lynn University faculty. The CLA pre-approves all programs before they are made available to Lynn University students in terms of their academic rigor; for health, safety and security; and in terms of student life and support services.

### **Lynn-Approved Programs**

Carefully selected by the CLA staff for their academic relevance, overall quality and service to students, Lynn-Approved Programs are

available in all regions of the world including Latin America, Europe, Asia, Africa, and Oceania. These short-term, semester and year-long programs offer coursework in all majors and are available in English. Programs heavily focused on language acquisition for those trying to acquire advanced language skills are also available. Programs are open to all Lynn University students subject to individual program requirements.

Students participating on Lynn-Approved short-term, semester and year-long programs are billed directly by Lynn University and will pay Lynn fees including tuition, room and board. Students receiving financial aid may use their aid to offset the costs of the program. Students must make an appointment with their Financial Aid Counselor to review their financial aid package and discuss how it will be applied to the Lynn-Approved program.

### **Lynn Faculty-Led Programs**

In collaboration with the Lynn faculty, the CLA staff helps to design, develop and implement short-term programs for students to enhance their learning through off-campus courses. Available during the January Term and the summer, these faculty-led programs take students beyond the classroom and provide them with firsthand experiences through travel, cultural immersion, professional interaction, field work and career development.

Students participating on Lynn Faculty-Led Programs are billed directly by Lynn University. Program fees are an additional cost to the student and vary per program.

## **Counseling Center**

The Counseling Center, located on the first floor of E.M. Lynn Residence Hall, offers a variety of mental health services, including individual and group counseling for students dealing with emotional, psychological, behavioral and social issues. These services are strictly confidential and free of charge to all registered Lynn University students. Psychiatric evaluations for medication may be arranged on campus or be directed to qualified, off-campus, private practitioners. Hours of operation are Monday through Thursday from 8 a.m. to 7 p.m. and on Fridays from 9 a.m. to 5 p.m.

## **Lynn University's Three Year Degree Scholars Program**

Students invited into the Lynn Three Year Degree Program must enroll in at least 15 credits per semester (Fall and Spring) each of the three years. Lynn Three Year Degree Program participants are allowed to take an additional 24 credits any time during their three years at Lynn (including the first three years of summer sessions and all 3 J-Terms). There is no additional tuition cost for these 24 credit hours. Any overloads that exceed the 24 credit hour maximum will be billed at the overload rate of \$995 per credit hour. This excludes graduate level courses not applicable to the undergraduate degree program.

### **Requirements:**

- Eligibility based upon work at Lynn or High school
- Program available in all majors except Education & Music
- Summer term "Dialogues Institute" focus is 200 level DOL: allows students to stay on track with Core while focusing major field and upper level course work in 2nd and 3rd years
- Students accepted into the program must maintain satisfactory progress towards their degree
- The Vice President for Academic Affairs, in consultation with the Director of the Three Year Degree Program and the deans of the college, will make all academic

decisions regarding admission and participation in the three year degree program.

## Benefits

### Eligibility and Application Procedure

1. Save an estimated \$48,290 (tuition and fees, room and board, books, transportation, and personal expenses) over the cost of a 4 year degree.
2. Priority course registration, ensuring you'll get the courses you need.
3. Ability to design your own course of study, with strict guidelines from the dean.
4. No additional charges for required summer courses and accelerated course loads. There is a limit of 24 credit hours during the three years and students can only enroll in the first three summers and the first six semesters to qualify.
5. If living on campus during the required summer school session, room and board charges are the responsibility of the student.
6. Accelerated entry into graduate school or the job market.

## Information Technology

The Information Technology (IT) Department aims to fulfill the department's mission "to provide Lynn University and its community with leadership and excellence in the design, implementation, support and facilitation of learning through the creative and effective use of technology". This team's approach to technological excellence equips students and faculty for the emerging application of technology in the classroom and affords an opportunity to develop distance learning modalities parallel to traditional instruction. IT provides resources for satisfying the computing needs of students and faculty. In so doing, IT professionals assist with the use of hardware and software available to faculty, students and staff, while improving administrative effectiveness and efficiency through the innovative use of sophisticated approaches to institutional management.

The Information Technology Department is comprised of several divisions, which include: Network and Support Services, Information Services, Campus Card Office, Institutional Research, Planning and Assessment, and Library.

### Computer Laboratories

Computer laboratories are available in the library, the International Business Center and the Assaf Academic Center. Computer stations are available with Windows and the latest versions of Microsoft Office Suite. The library is also equipped with Apple computers. Apple computers are also available in ASSAF Academic Center and the third floor of the library. Internet is available throughout campus. The campus also has a significant wireless network, which is available in 90 percent of the buildings. The wired and wireless networks have been recently enhanced due to hosting of the Presidential Debate which took place on October 2012. If not scheduled for a class, computer laboratories are available in the Coleman Electronic Classroom (library). An additional 100-plus computers are available within the Lynn Library during regular library hours for access to research databases, the Internet and selected Windows applications.

## Internship Program

An internship is an opportunity to integrate career related experience into an undergraduate and/or graduate education by participating in planned, supervised work. Internships are an initiative at Lynn University to support and prepare students for their prospective careers and life after Lynn. The program is designed to help students realize their full potential by identifying their areas of strength and

development needs. The program builds on those strengths and addresses development needs by providing the necessary tools and resources to turn development areas into opportunities for growth, and areas of strength into competitive advantages which ultimately serve them in the job market post-graduation.

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

- meet with the Internship Coordinator in the Hannifan Center for Career Connections.
- if an F-1 international student, see the Designated School Official (DSO) at the International Student Services Office -for authorization of Curricular Practical Training (CPT). The F-1 student may not begin the internship until the student sees the DSO and receives the DSO's CPT approval.

## Eugene M. and Christine E. Lynn Library

The mission of the Lynn University Library is to partner with the Lynn community to pursue lifelong learning and discovery. Within a dynamic, student-centered and collaborative environment, our information experts provide both innovative and traditional resources, technologies, and educational services.

The library's vision is to be a leader in the realization of the 21st century academic library. As the intellectual and physical nucleus of our University, we will proactively meet the information needs of our diverse communities, at any time and in any place. We will prepare students for success in life as information-savvy, global citizens.

The library's learning resources include a collection of approximately 100,000 physical items, including books, journals, magazines, CDs, music scores and DVDs. The library's large collection of popular DVDs, known as The Lynn Parents and Families Collection of Great Movies can be checked out for personal viewing. And the library has at least one copy of every required textbook for Lynn courses, available for 3-hour loan. The library's electronic resources are vast. A carefully selected collection of research databases contains more than 100,000 e-journal titles, biographical information, market and company research, reference e-books, statistics, images, and more, and is accessible through the library Web site. The library also has more than 170,000 e-books that are accessible via the Web. All e-resources are available on- or off-campus, 24 hours a day.

The library has about 70 PC and Mac workstations, several high-speed scanner/printers, and wireless access is available throughout the building. The music library has 2 computer workstations equipped with a MIDI ready keyboard to accommodate musical composition activities. The Perper Coffee House, located just inside the main entrance to the right, is open seven days a week and offers a variety of refreshments and snacks.

In addition to the library's services and learning resources, the building is home to the offices of the President Emeritus, the Vice President for Academic Affairs, the Chief Information Officer, Information Technology Support Services Desk, Eugene and Christine E. Lynn College of International Communication and the Center for Instructional Innovation..

Additional resources are available through Lynn Library's membership in SEFLIN (Southeast Florida Library Information Network), providing students with direct access and borrowing privileges in 20 regional academic libraries. Request a SEFLIN card at the Lynn Library Information Desk.

### Library Hours

<b>Monday</b>	7:30am	12am
<b>Tuesday</b>	7:30am	12am
<b>Wednesday</b>	7:30am	12am
<b>Thursday</b>	7:30am	12am
<b>Friday</b>	7:30am	8pm
<b>Saturday</b>	11:00am	6pm

Library hours are subject to change. Please check the Library website ([www.lynn.edu/library](http://www.lynn.edu/library)) for the current hours.

### **Eugene M. and Christine E. Lynn Library Circulation Policy**

#### **Borrowing Privileges**

Lynn University faculty, staff, students and alumni may borrow materials from the library using your Lynn University ID card or alumni card. A university identification card grants you access to all of our print and electronic resources, computer, printer and network access; course reserves and e-reserves, and interlibrary loan privileges.

#### **Student and Alumni Loans**

- The undergraduate student loan period for books is one month; graduate students have a one semester loan period for books.
- Unlimited check-out limit for books.
- The loan period for music scores is 4 weeks.
- The student loan period for CDs / DVDs is 7 days.
- Maximum 3CDs / DVDs per check-out period.

#### **Faculty and Staff Loans**

- The faculty/staff loan period for books is one semester.
- Unlimited check-out limit for books.
- The loan period for music scores is 4 weeks.
- The faculty/staff loan period for CDs / DVDs is 7 days.
- Maximum 15 CDs / DVDs per check-out period.

#### **Overdues**

Lynn Library sends overdue notices to users' Lynn email accounts. Students and non-Lynn patrons are expected to return any materials within a week of receiving the notice. If materials are not returned, they are considered lost after a maximum of six months, and students will be charged the replacement cost and processing fee(s). The library notifies the business office with charges. Course grades and transcripts may be withheld until all fees are paid.

#### **Interlibrary Loan Items**

Materials requested through interlibrary loan have varying loan periods. These loan periods are set by the lending library. For more information about borrowing from other libraries, go to <http://lynn-library.libguides.com/ILL>, or contact Jared Wellman at 561-237-7073 or [jwellman@lynn.edu](mailto:jwellman@lynn.edu).

#### **Course Reserves**

Books, DVDs and other materials may be placed on limited loan/reserve at the request of the faculty, either in print format or electronically. You may search our reserve and e-reserve system: <https://lynn.worldcat.org/wcpa/courseReserves?action=courseReserveManager>. All physical reserve materials are located at the circulation desk and may be checked out for use only within the library. A Lynn University ID card is required to borrow reserve materials. All reserve materials may be used for 3 hours and then must be returned. Audio/Visual materials must be viewed within the library.

### **Library Visitors**

Students from other institutions and libraries and the general public are welcome to visit the library. Visitors from SEFLIN institutions (more than 20 regional colleges, universities, and public libraries in the Southeast Florida Library & Information Network) may borrow materials from the library by presenting a SEFLIN card, which they can get from their home institution. Visitors do not have access to the computers, the network, or digital materials.

### **International Student Services**

The International Student Services (ISS) Office is located on the first floor of Trinity Hall and provides the following services:

- Daily F-1 immigration and employment advising
- Issuance of immigration documents, employment authorizations and certification letters
- Orientation, employment, tax and travel workshops
- Cultural and social activities on and off-campus

The ISS Office supports internationalization at Lynn University by providing comprehensive and specialized services for the international student body and by encouraging intercultural understanding and acceptance among the students, faculty and staff. Serving as the principal point of contact for all international students, the ISS office strives to provide timely, accurate and effective advising and assistance while remaining in compliance with U.S. federal immigration laws and regulations.

### **Pregnant and Parenting Students**

Title IX prohibits discrimination upon the basis of sex which includes pregnancy, parenting and any related conditions. Lynn University prohibits discrimination based upon pregnancy, childbirth, false pregnancy, termination of pregnancy, and recovery from any of these conditions. The following accommodations and services are available to pregnant and parenting students to assist them with their ability to fully enjoy the benefits of their education at the University.

Absences related to pregnancy, childbirth, or related conditions will be excused for as long as the student's treating physician deems medically necessary. Upon return to the institution, the student is guaranteed to return to the same academic and extracurricular status as prior to the excused leave. This includes allowing the student the opportunity to make up any missed course work or by allowing reasonable alternatives to make up missed course work. Excused absences related to pregnancy, childbirth, or related conditions will not impact any aspect of a student's grade that may be based upon class participation or attendance.

Pregnant or parenting students will be afforded the same rights and accommodations afforded to students with temporary medical conditions.

If you feel that you have been discriminated against upon the basis of pregnancy or pregnancy related status, please contact the Title IX Coordinator. For more information, please review the Sexual and Gender-Based Misconduct Policy.

### **Non Academic Assistance**

Students requiring non-academic assistance should contact the Office of Compliance. Students needing specific accommodations within the residence halls should contact the Director of Residence Life or the Office of Compliance. Staff from these areas address students' requests and, if required, meet with a University standing committee that reviews specific circumstances or requirements. If it is deemed that the student's request is reasonable and will better accommodate that student, the appropriate staff will carry out those

specific needs. Because some programs are provided off campus, students who are unable to utilize University transportation will be provided with transportation that can accommodate their needs. The student must inform the student activities staff 72 hours prior to the activity that he/she wishes to attend.

## Chapter VIII.

# Educational Programs

### Definitions of Majors, Minors and Specializations

#### Definition of a Major

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

#### Definition of a Dual Major

Students must meet the following criteria in order to receive a dual major:

- both majors must be completed simultaneously (a degree will be conferred upon the completion of both major requirements).
- earn a minimum of 30 credit hours beyond those required for the first baccalaureate degree, or a minimum of at least 150 credits.
- notify the Office of the Registrar.

Students will earn only one degree (ie: if one major is part of a BS degree, and the other major is part of a BA degree, the student will only receive either a BS or a BA). A diploma lists only the one degree earned, and the official transcript will list both majors.

#### Definition of a Minor

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

To receive a minor, a student must also complete the requirements of a major of a baccalaureate degree concurrently from the university. Course work must include a minimum of nine upper divisional level (300+) credits and students must complete courses as indicated in the catalog. The student's transcript shall indicate the minor.

#### Definition of a Specialization

Some majors may include an area of specialization. A specialization consists of a sequence of a minimum of 15 credit hours of course work within the major. Course work must include a minimum of nine upper

divisional level (300+) credits and students must complete courses as indicated in the catalog. Where appropriate, the transcript shall indicate the major and the specialization.

#### Degrees

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

#### Bachelor's Degrees

Bachelor of Arts (B.A.) in Criminal Justice, Political Science, Advertising and Public Relations, Communication and Media (iLynn only), Communication and Emerging Media, Interdisciplinary Program, Drama, Film and Television and Multimedia Journalism.

Bachelor of Science (B.S.) in Biology, Environmental Studies, Forensic Investigations, Psychology, Business Administration (iLynn only), Hospitality Management, Sports Management, Aviation Management (iLynn), Entrepreneurship, Entrepreneurship (iLynn), Event Management, Fashion and Retail, International Business (iLynn only), International Business Management, Investment Management, Marketing, Elementary Education Grades K-6, Early Childhood Education and Digital Art and Design.

Bachelor of Music (B.M.) in Performance and Composition.

#### Graduate Degrees

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

Master of Education (M.Ed.) in Educational Leadership and Exceptional Student Education.

Master of Science (M.S.) in Administration, Applied Psychology, Clinical Mental Health Counseling, Communication and Media.

Master of Music (M.M.) in Performance, Instrumental Collaborative Piano and Composition.

#### Doctoral Degrees

Doctorate of Education (Ed.D.) Educational Leadership.

### Amani Institute Program

Amani Institute and Lynn University are collaborating to offer a new MBA specialization in Social Innovation Management. The program provides an intensive global experience with cross-boundary work and will provide nine credits toward a Lynn University MBA degree. The curriculum includes topics such as design thinking as a change agent, creating and managing a social venture and the process of social innovation.

The Amani institute is an innovative non-profit based in Nairobi, Kenya and Sao Paulo, Brazil, that focuses on developing leaders with the knowledge insight and skills needed to drive positive social change.



The locations were selected to push students outside of their comfort zone and encourage them to live the institute's core value: courage.

## General Assembly

General Assembly, in collaboration with Lynn University, now offers its students an immersive technology (minor) design program. The curriculum is designed to supplement the education they receive with industry specific skills. General Assembly offers immersive technology design programs in New York, London, San Francisco and Sydney. Student will learn to understand issues from a user's perspective, to improve marketing performance by developing high impact content and master technological vocabulary in order to communicate ideas clearly.

Students will participate in 16-week semester long programs and may apply up to 15 credits towards their Lynn University degree. Students who participate in the 10-day program will earn 2 credits. Topics include product management, user experience and web development. The 10-day program takes place in Sydney, London, San Francisco and New York City. The 16-week programs take place in San Francisco and New York City.

## St. Thomas University Law Program

Lynn University students are now able to obtain a bachelor's degree and a Juris Doctor within six years via a partnership with the St. Thomas University School of Law. The accelerated program allows for three years towards the bachelor's degree program at Lynn University and an additional three years at St. Thomas University School of Law to obtain the Juris Doctor. Thirty credits (29) earned during the first year at St. Thomas University will be applied/transferred towards the completion of a bachelor's degree at Lynn University. Students must apply to and be accepted by St. Thomas University School of Law program in their junior year at Lynn. The American Bar Association has established standards that allow students who do not yet have a

bachelor's degree to apply to, matriculate at and ultimately graduate from law school.

## Watson University

Lynn University and Boulder, Colorado based Watson University via a partnership will enable Watson students to earn

a Bachelor's degree in Entrepreneurship at Lynn University. The program will allow Watson students to engage in courses at Watson and at Lynn University via iTunesU simultaneously.

## Wyncode MBA Program

Wyncode and Lynn University are collaborating to offer a new MBA specialization in Web Development Management. The program will allow students to combine management skills with the "full stack web application" that is provided by Wyncode and will provide nine credits toward a Lynn University MBA degree. Students will acquire the skills needed to create and present their own web application. The curriculum includes, Ruby on rails, Object Orientated Programming, Web Development, Understanding Databases, and Project and Product Management.

## Wyncode M.S. Program

Wyncode and Lynn University are collaborating to offer a new M.S. in Communication and Media specialization in Design Strategies for Web Development Management. The program will allow students to gain skills in both back-end and front end design with the "full stack web application" that is provided by Wyncode and will provide nine credits from Wyncode in combination with nine credits from Lynn University toward the specialization in Design Strategies for Web Development Management. The curriculum includes, Ruby on rails, Object Orientated Programming, Web Development, Understanding Databases, and Project and Product Management.



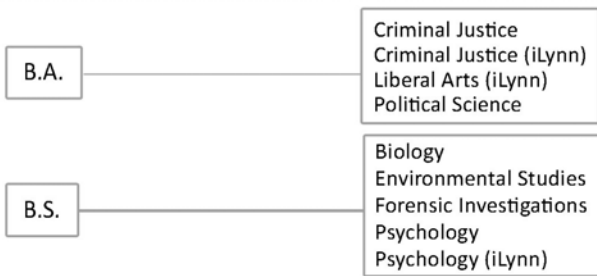
## Academic Organization

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

## COLLEGE OF ARTS AND SCIENCES

### >> Undergraduate Degree

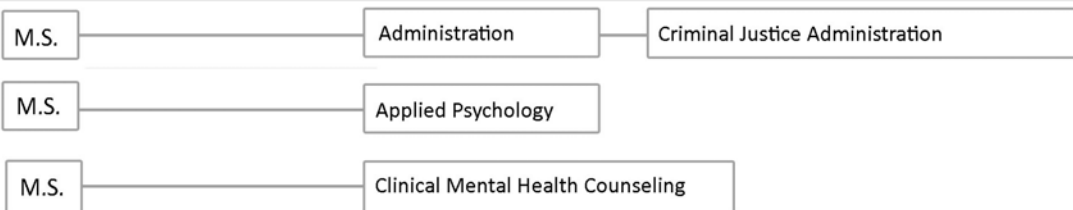
### >> Major



### >> Graduate Degree

### >> Major

### >>Specialization Options



## COLLEGE OF BUSINESS AND MANAGEMENT

### >> Undergraduate Degree

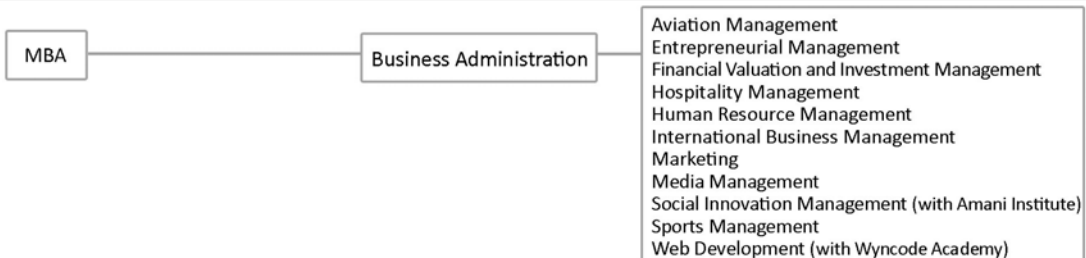
### >> Major



### >> Graduate Degree

### >> Major

### >>Specialization Options

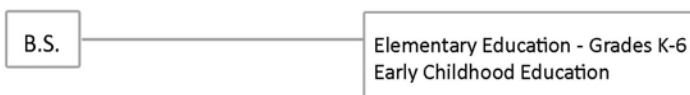


## DONALD E. AND HELEN L. ROSS COLLEGE OF EDUCATION

### >> Undergraduate Degree

### >> Major

### >>Specialization Options

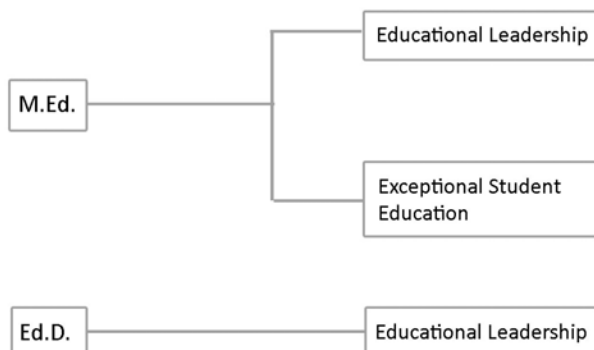


## DONALD E. AND HELEN L. ROSS COLLEGE OF EDUCATION

>> Graduate Degree

>> Major

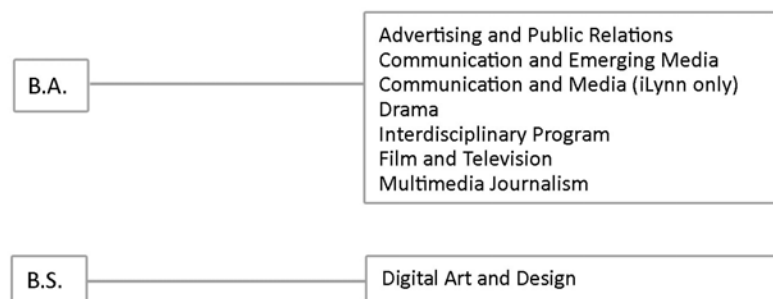
>>Specialization Options



## THE EUGENE M. AND CHRISTINE E. LYNN COLLEGE OF INTERNATIONAL COMMUNICATION

>> Undergraduate Degree

>> Major



>> Graduate Degree

>> Major

>>Specialization Options

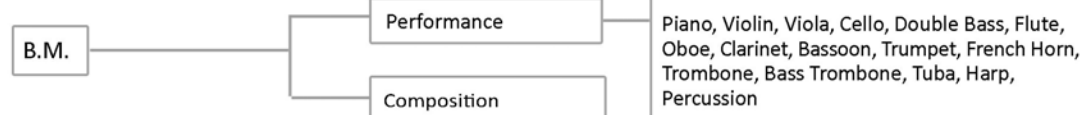


## CONSERVATORY OF MUSIC

>> Undergraduate Degree

>> Major

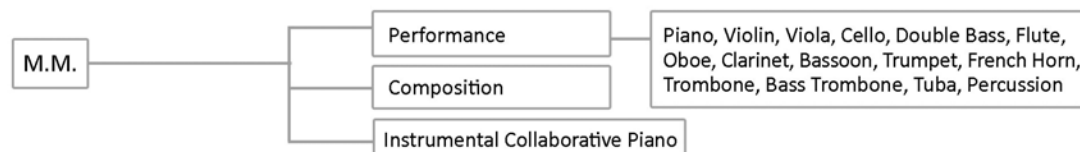
>>Specialization Options



>> Graduate Degree

>> Major

>>Specialization Options



Note: In addition to the degree programs, pilot certificate programs are available through the College of Business and Management's Burton D. Morgan School of Aeronautics; FLDOE Teacher Recertification for Exceptional Student Education is available through the Donald E. and Helen L. Ross College of Education; graduate certificate is available in Digital Media through the Eugene M. and Christine E. Lynn College of International Communication; and the Professional Performance Certificate is available through the Conservatory of Music.





## Chapter VIII. Section 1.

# Undergraduate Day Division

## Undergraduate Curriculum

### GENERAL EDUCATION AND STUDY IN THE MAJOR

#### Perspectives and Academic Skills

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

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

#### Perspectives

- Acquisition of an outlook that shows reflective respect for individual differences, diversity of opinion and thought, multicultural and global awareness, and breadth and depth of learning.
- Ability to cultivate the development of values and ethical consciousness for responsible participation in a complex, changing society.
- Awareness of and appreciation for people, cultures and contemporary issues in preparation for participation in global transformations.
- Breadth of learning in a variety of disciplines that informs judgments and encourages inquiry.
- Depth and application of learning in a discipline or group of disciplines (mastery of specialized knowledge) to effectively serve and lead in a chosen profession.
- Preparation for positions of responsibility and leadership as productive global citizens who value lifelong learning.

#### Academic Skills

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



## Day Student Core Curriculum

### The Dialogues of Learning

	Credits
Dialogue of Belief and Reason (DBR)	
DBR 100	3
DBR 200	3
DBR 300	3
DBR 400	3
Dialogue of Justice and Civic Life (DJC)	
DJC 100	3
DJC 200	3
DJC 300	3
DJC 400	3
Dialogue of Self and Society (DSS)	
DSS 100	3
DSS 200	3
DSS 300	3
DSS 400	3
Dialogue of Scientific Literacy (DSL)	
DSL 100	3
DSL 200	3
DSL 300	3
DSL 400	3
Dialogue of Quantitative Reasoning (DQR)	
DQR 100	3
DQR 200	3
DQR 300	3
DQR 400	3
January Term	
Three (3) J-Terms including One (1) Citizenship Project One (1) Language and Culture and One (1) Career Preparation	
Total Credits 66*	

\* Dialogue course requirements may be embedded within the major.

## THE DIALOGUES OF LEARNING

### Core Curriculum for Full Time Undergraduate Program

As an institution that excels in interactive learning and innovative pedagogies, Lynn University's core curriculum, the *Dialogues of Learning*, offers students the opportunity to develop the skills, knowledge and perspective essential to their intellectual, personal and professional education. The *Dialogues* offers an innovative approach to general education that integrates liberal and professional study, knowledge and skills acquisition, and multidisciplinary perspectives and methods within a four-year developmental and outcomes-based curriculum.

The origin of all learning is questioning; thinking, asking, and wondering why. Whether talking to ourselves or to others, dialogue is the medium through which we all learn, create, acquire and understand. At a time when the sheer volume of information is ever increasing, the essential skills of reasoning, analysis, reflection and the art of discourse remain essential. In the aesthetic dimensions of human imagination and creation, curiosity, wonderment and inspiration arise from sensory interactions and dialogues of self-expression. In addition, for every known fact or accepted truth, there is always a need to question, to constantly ask why, or else we surrender not only our capacity to think, but also our ability to learn, change and grow.

In that spirit, Lynn University's core curriculum views dialogue, philosophically and pedagogically, as the basis for all learning. Using a thematic approach to the perennial questions and goals of liberal education, the core centers on three comprehensive domains of human thought, expression and action:

*Dialogues of Self and Society*  
*Dialogues of Belief and Reason*  
*Dialogues of Justice and Civic Life*

Additionally, students are also required to take courses in the *Dialogues of Quantitative Reasoning* and *Dialogues of Scientific Literacy*. These two core knowledge areas are essential to engaged and informed citizenship in the 21<sup>st</sup> century. These courses are designed to give students the ability to understand and analyze quantitative information and scientific knowledge. In their content and pedagogy, the seminars within the *Dialogues of Learning*:

- Engage students in conversations exploring the richness of human thought historically, cross-culturally and across disciplinary boundaries.
- Create a culture of inquiry, reflection, commitment and action by requiring that every course be taught in a seminar format utilizing collaborative and interactive pedagogies.
- Foster an understanding of both the United States and global community from a historical and contemporary perspective.
- Integrate critical thinking and communication skills, information literacy, and technological literacy into every course.
- Structure the acquisition of both skills and knowledge in a four year progressively challenging and sequential schema that includes course work in the major and general education.

Courses in the three main Dialogue areas (Belief and Reason; Justice and Civic Life; and Self and Society), are offered from both the American perspective and Global perspective.

### **American Perspective**

Courses within the American perspective place value on the history and development of American society. This knowledge is inherent for informed and engaged citizenship. Courses within this perspective provide students with the opportunity to gather knowledge about American culture, history, politics, society and economics, relevant to our globalizing society. These courses also demonstrate an appreciation of and respect for American institutions and values through course content and assignments. Coursework reflects the processes, conditions and implications of American citizenship, providing an understanding of the role of the nation in global affairs. In order to achieve this goal the Dialogues of Belief and Reason, Justice and Civic Life, and Self and Society at the 100 level are taught from the American perspective.

### **Global Perspective**

Courses within the Global perspective place value on the interconnectedness and inherent value of any culture, country or locale. These seminars furnish the opportunity for students to gather knowledge about cultures, histories, languages, politics, societies and economies, relevant to our globalizing society. Courses within the Global perspective demonstrate an appreciation of and respect for diverse global cultures through course content and assignments. Coursework reflects the processes, conditions and implications of cross- and inter-cultural interactions, providing an understanding of global citizenship. In order to achieve this goal the Dialogues of Belief and Reason, Justice and Civic Life, and Self and Society at the 200 level are taught from the Global perspective.

### **Writing**

Courses in the three main Dialogue areas (Belief and Reason; Justice and Civic Life; and Self and Society) place strong emphasis on the enhancement of students writing skills. Through writing exercises, editing, and revisions students will learn the writing process and amplify their skills. An importance on proper format, grammar, style and form will be placed. All dialogues courses at the 100 level in Justice and Civic Life, and at the 200 level in Belief and Reason focus on the conventions of writing.

### **Structure and Requirements**

The Dialogues of Learning include student learning outcomes in critical thinking, communications skills, information literacy and technological literacy. These outcomes are defined and measured based upon institutional-wide rubrics for each skill area that are developmental, requiring increasing levels of competency and ability.

During the first two years, the Dialogues engage students in common and core principles, ideas, people, concepts, great works, etc. that we believe are essential to a liberal education. Seminars are structured for coherency and interdisciplinary perspectives through a combination of a common curricula and special topics; at least 50 percent of the course will contain common material and the remaining 50 percent will examine how these core principles and knowledge are applied in a diversity of disciplines.

In the third and fourth years, the Dialogue courses become increasingly integrated with the major fields of study with higher levels of skills acquisition and application with more in-depth content and focus. Students must complete two courses, one at the 300-level, and one at the 400-level, in all five Dialogue areas (Belief and Reason; Justice and Civic Life; Self and Society; Quantitative Reasoning; and Scientific Literacy).

### **The January Term**

To accentuate and foster the spirit of innovation that distinguishes the Lynn experience, the core curriculum includes one additional requirement: a specially-designed educational component, the January Term. The dates for January term 2015 are January 5 through January 23. Students are responsible for taking one Citizenship Project, one Career Preparation, and one Language and Culture course throughout their time at Lynn University.

### **The Citizenship Project**

During the January Term or J-Term, all first year students will take a course in our inaugural program, The Citizenship Project. Courses in The Citizenship Project focus on a civic issue, problem or topic and will engage in experiential learning opportunities and community service work with local, community-based partners. Thematic areas for the courses include homelessness, environmental sustainability and urban renewal. Failure to complete this requirement by the end of the student's first year will result in dismissal from the university.

### **Language and Culture**

Language and Culture courses will emphasize either: language acquisition with some reference to cultural matters; or a broader cultural survey of the target society with some "survival language" training included. Students will use an online language program. This platform is designed to reinforce conversation practice provided by native speakers. These courses provide some basic conversational language capabilities, nested in a study of, and experience of, the music, art, food, social relationships, politics, etc. of the target culture.

## Career Preparation

Within the Career Preparation theme, there are two tracks. The first involves directly preparing students for post-graduation employment; and the second prepares students to apply for, and enter, more advanced studies. Courses in Career Preparation for the workplace will include, but not be limited to, resume and cover letter preparation; interviewing skills; a Myers-Briggs Type Indicator personality profile; work/business etiquette; and “dress for success” training. Additionally, they may include site visits, and guest speakers, from the chosen career field. Courses in Career Preparation for post-baccalaureate education will include, but not be limited to, preparation for the GRE, MCAT or LSAT exams; matching career goals and expectations to graduate programs; the importance of the application timeline; and CV, letter of introduction and interviewing protocol.

Listed below are examples of the types of courses offered within the *Dialogues of Learning*:

The Garden of Good and Evil  
Justice and Genocide in Global Context  
Give Me Liberty & Give Me Justice  
Clashing Issues in the Formation of the U.S., 1607-1865  
What Will Become of the Children: Social Location and Life Chance  
Ethical Decision Making Through the Cinematic Process  
Florida & Immigration  
Equality & Justice in Non-Western Cultures  
Murder, They Wrote  
Identity in American Youth Films  
All the Things I Know About Myself I Learned From Dr. Seuss  
American Popular Culture  
The Responsible Citizen: Awareness and Action in Today's Global Society  
Culture & Communication  
Autobiography & the Construction of Self  
Digital Identity  
A Search for Self Through Drama Games  
Self & Society: Identities in Crisis  
Self as Learner

### LISTED BELOW ARE THE COURSES THAT MEET DIALOGUE DOUBLE COUNT REQUIREMENTS:

AVM 431	GLOBAL AVIATION REGULATIONS AND LAW	DJCG 400
AVM 481	AVIATION SEMINAR	DJCG 400
BUS 317	SPORTS LAW AND RISK MANAGEMENT	DJCA 300
BUS 322	STATISTICS FOR BUSINESS & ECONOMICS	DQR 300 & DSL 300
BUS 350	HUMAN RESOURCE MANAGEMENT	DSSA 300
BUS 372	LEGAL ENVIRONMENT OF BUSINESS	DJCA 300
BUS 408	POLITICAL AND CULTURAL DIMENSIONS OF GLOBAL MARKETS	DJCG 400
BUS 414	SPORTS GOVERNANCE	DJCA 400
BUS 425	OPERATIONS MANAGEMENT	DQR 400 & DSL 400
BUS 433	WILLS, TRUSTS AND FAMILY CORPORATE STRUCTURES	DJCA 400
BUS 475	MERGERS, ACQUISITIONS AND INTEGRATION	DJCG 400
CMS 400	BUSINESS COMMUNICATION APPLICATIONS	DQR 400 & DSL 400
COM 304	INVESTIGATIVE JOURNALISM	DJCG 300
COM 305	IMPACT OF DEVELOPING MEDIA ON SOCIETY	DSSG300
COM 310	APPLIED MEDIA	DSSA 300
COM 313	THEATRICAL DESIGN & PRODUCTION	DQR 300
COM 323	HISTORY OF THE THEATER	DSSG 300
COM 335	FILM HISTORY	DSSG 300
COM 336	HISTORY RADIO, TV & INTERNET	DSSG 300
COM 341	PERSUASION & PROPAGANDA	DJCA 300
COM 350	COMMUNICATION LAW AND ETHICS	DJCA 300
COM 360	COMMUNICATION THEORIES	DBRA 300
COM 373	VOICE AND MOVEMENT	DSL 300
COM 375	ADVERTISING, PR & SOCIETY	DSSA 300
COM 410	FILM THEORY	DSSG 400
COM 414	DOCUMENTARY PRODUCTION	DSSA 400
COM 421	COMMUNICATION & SOCIAL CHANGE	DJCA 400
COM 430	INTERNATIONAL FILM	DBRG 400
COM 436	GENDER COMMUNICATION	DBRG 400
COM 451	INTERCULTURAL COMMUNICATION	DSSG 400
COM 475	SENIOR COMMUNICATION CAPSTONE	DJCG 400
COM 476	ADVERTISING AND PUBLIC RELATIONS CAPSTONE	DJCG 400
COM 477	COMMUNICATION AND EMERGING MEDIA CAPSTONE	DJCG 400
COM 478	DRAMA CAPSTONE	DJCG 400
COM 482	DIGITAL ART AND DESIGN CAPSTONE	DJCG 400
COM 483	MULTIMEDIA JOURNALISM CAPSTONE	DJCG 400
COM 484	FILM AND TELEVISION CAPSTONE	DJCG 400
COM 492	STRATEGIES IN ADVERTISING RESEARCH	DQR 400
CRJ 310	FORENSIC SCIENCE	DSL 300

CRJ 330	LAW AND THE COURTS	DJCA 300
CRJ 400	GENDER, CRIME AND CRIMINAL JUSTICE	DSSG 400
CRJ 420	ETHICS IN CRIMINAL JUSTICE	DJCA 400
CRJ 450	RESEARCH IN CRIMINAL JUSTICE	DQR 400
CRJ 496	VICTIMOLOGY	DSSG 400
DBRA 300	LOGICAL REASONING	DQR 300
DBRG 300	MAGIC, SCIENCE AND RELIGION	DSL 300
DBRG 300	UNINTELLIGENT DESIGN	DSL 300
DBRG 400	DEVIANCE ON OUR DOORSTEP	DQR 400
DQR 300	ENVIRONMENTAL SUSTAINABILITY	DSL 300
ENG 311	CREATIVE WRITING	DBRG 300
ENG 325	SHAKESPEARE	DBRG 300
ENG 340	BRITISH LITERATURE I	DSSG 300
ENG 350	MULTICULTURAL LITERATURE	DSSG300
ENG 405	SEMINAR IN GENDER & LITERATURE	DSSG 400
ENV 368	PHYSICAL ANTHROPOLOGY	DSL 300
ENV 450	CAPSTONE IN ENVIRONMENTAL STUDIES	DJCG 400 & DSL 400
ESL 330	CROSS CULTURAL COMMUNICATIONS	DSSA 300
FOR 330	FINANCIAL INVESTIGATIONS	DQR 300
FOR 440	FORENSIC PATHOLOGY	DSL 400
FOR 450	FORENSIC CASE STUDIES	DSSA 400
FOR 495	CAPSTONE IN FORENSIC SCIENCE	DJCA 400
GVC 375	HISTORY OF PHOTOGRAPHY	DSSG 300
GVC 442	ADVANCED DIGITAL ART	DSSG 400
HA 481	SENIOR SEMINAR	DJCG 400
HIS 332	HISTORY OF AMERICAN CAPITALISM	DJCA 300
HIS 360	THE AMERICAN EXPERIENCE THROUGH FILM	DSSA 300
HIS 481	SEMINAR IN HISTORY:MOCK CONGRESS	DJCA 400
HS 301	SOCIAL PROBLEMS & POLICY	DJCA 300
HS 482	HUMAN SERVICES SENIOR SEMINAR	DJCA 400
HUM 335	WORLD RELIGIONS	DBRG300
HUM 340	PHILOSOPHY AND POPULAR CULTURE	DBRG 300
HUM 350	AMERICAN PHILOSOPHY	DBRA 300
HUM 420	ETHICAL DECISION MAKING	DBRG400
IRPS 310	INTERNATIONAL LAW	DJCG 300
IRPS 325	INTERNATIONAL DIPLOMACY	DSSG 300
IRPS 330	POLITICS OF DEVELOPMENT	DSSG 300
IRPS 360	POLITICS OF INDIGINOUS PEOPLES	DBRG 300
IRPS 475	CONTEMPORARY ISSUES IN INTERNATIONAL RELATIONS	DBRG 400
IRPS 483	SEMINAR IN INTERNATIONAL RELATIONS	DJCG 400
MAT 320	METHODS OF CALCULUS	DQR 300
MKT 410	CONSUMER & ORGANIZATIONAL BEHAVIOR	DSSG 400
MKT 420	THE EVOLUTION OF FASHION AND RETAIL	DSSG 400
POL 302	COMPARATIVE AND REGIONAL POLITICS	DSSG 300
POL 402	CRITICAL ISSUES IN POLITICS	DSSA 400
POL 385	GLOBAL ENVIRONMENTAL POLICY & JUSTICE	DJCG 300 & DSL 300
POL 495	CAPSTONE IN SOCIAL JUSTICE	DJCG 400
PSY 315	PSYCHOLOGY TEST & MEASUREMENT	DQR 300 & DSL 300
PSY 355	COGNITIVE PSYCHOLOGY	DSL 300
PSY 360	SOCIAL PSYCHOLOGY	DSSG 300
PSY 361	CURRENT PERSPECTIVES IN SUBSTANCE ABUSE	DSL 300 & DSSA 300
PSY 370	ABNORMAL PSYCHOLOGY	DSSA 300
PSY 420	PHYSIOLOGICAL PSYCHOLOGY	DSL 400
PSY 440	RESEARCH & STATISTICS IN PSYCHOLOGY	DQR 400
PSY 460	EXPERIMENTAL PSYCHOLOGY	DQR 400
PSY 480	CROSS CULTURAL PSYCHOLOGY	DSSA 400
PSY 490	SEMINAR IN PSYCHOLOGY	DJCG 400
PSY 495	CAPSTONE IN PSYCHOLOGY	DJCG 400
SCI 350	PHYSICS I & LAB	DQR 400
SCI 360	ECOLOGY & LAB	DJCG 300
SCI 390	ORGANIC CHEMISTRY I & LAB	DSL 300
SCI 391	ORGANIC CHEMISTRY II & LAB	DSL 300
SCI 460	MOLECULAR BIOLOGY & LAB	DJCG 400
SCI 490	BIOLOGY SENIOR SEMINAR	DJCG 400
SCI 491	EVOLUTION	DSSG 400
SOC 335	CONTEMPORARY SOCIAL PROBLEMS	DJCG 300
SOC 450	RACE AND ETHNICITY	DSSG 400



### **Certificate in International Perspectives and Citizenship**

Lynn students have the opportunity to earn the *Certificate in International Perspectives and Global Citizenship* recognizing student attainment in global learning. In order to earn the certificate, students must:

1. complete four courses with a global focus within the Dialogues of Learning, Lynn's core curriculum;
2. complete three courses with a global focus within their major;
3. complete an individualized academic program that will include study abroad, an internship with an international focus or a service learning project with an international focus.

The Office of the Registrar will monitor certification requirements for students who apply.

### **VARIABLE CONTENT COURSES**

A course passed more than twice cannot count towards financial aid eligibility. However, the following are variable content courses and may be taken multiple times towards degree completion.

BUS 297	INDEPENDENT STUDY
BUS 370	BUSINESS - SPECIAL TOPICS
BUS 371	FASHION INDUSTRY TOUR
BUS 397	INDEPENDENT STUDY
BUS 497	INDEPENDENT STUDY
BUS 498	BUSINESS INTERNSHIP I
BUS 499	BUSINESS INTERNSHIP II
COM 299	TOPICS IN COMMUNICATION
COM 399	ISSUES IN COMMUNICATION
CRJ 495	SPECIAL TOPICS IN CRIMINAL JUSTICE
ENG 420	TOPICS IN LITERATURE
ENV 490	SEMINAR IN ENVIRONMENTAL SCIENCE
FOR 490	SEMINAR IN FORENSIC SCIENCE
GVC 399	ISSUES IN GRAPHICS AND VISUAL COMMUNICATION
HA 490	HOSPITALITY INTERNSHIP
HIS 482	HISTORY SEMINAR
IRPS 495	SPECIAL PROJECTS/INTERNSHIPS
MUG 297	INDEPENDENT STUDY
MUG 390	MUSIC INTERNSHIP
MUR 301	PERFORMANCE FORUM
MUS 100	ELECTIVE IN INSTRUMENTAL LESSON
MUS 201	APPLIED INSTRUMENT
MUS 311	SMALL ENSEMBLE
MUS 321	LARGE ENSEMBLE
MUS 323	WIND ENSEMBLE
MUS 325	ORCHESTRAL REPERTOIRE
MUS 401	APPLIED INSTRUMENT
POL 490	SEMINAR IN POLITICAL SCIENCE
PSY 490	SEMINAR IN PSYCHOLOGY
SCI 495	SPECIAL TOPICS IN SCIENCE

# COLLEGE OF ARTS AND SCIENCES

## MISSION STATEMENT

The mission of the College of Arts and Sciences embraces the time-honored traditions of a liberal arts education by providing both depth and breadth of academic study. The University's innovative core curriculum, The Dialogues of Learning, exemplifies this goal in its ability to acquaint students with the great works of fiction and non-fiction from the ancient times to the contemporary world. Equally essential to the Dialogues of Learning and to the mission of the College is to provide students with the skills in critical thinking, writing, oral expression and research methodology that will prepare them to become lifelong learners in both their academic careers and beyond. The diversity of the majors of the College also reflects its vision. From Environmental Studies and Political Science to Biology, Criminal Justice, Forensic Investigations, and Psychology, the College offers students opportunities to explore these majors and their prospective careers through traditional classroom settings, as well as experientially through field trips, guest speakers, internships, and study tours. In all its programs and curricula, the College seeks to support the University's international and multicultural perspectives, thereby preparing students for responsible living in the twenty-first century.

## UNDERGRADUATE PROGRAM

The following undergraduate degree programs are offered: Bachelor of Arts with a major in Criminal Justice; Bachelor of Arts with a major in Political Science, Bachelor of Science with a major in Biology (with optional Forensic Science concentration), Bachelor of Science with a major in Environmental Studies, Bachelor of Science with a major in Forensic Investigations and Bachelor of Science with a major in Psychology.



## BACHELOR OF ARTS (B.A.)

### MAJOR: CRIMINAL JUSTICE

The Criminal Justice degree is an interdisciplinary degree that introduces students to the study of agencies, personnel, philosophies, procedures and methods that comprise the criminal justice system in the United States. The Criminal Justice program is designed to expose students to various aspects of existing law enforcement systems, judicial systems and correctional systems within an ethical and constitutional context.

It provides a curriculum that focuses on interpreting norms, mores, laws and rules that govern behavior in a civil society and helps students develop a general understanding of a systems process within criminal justice. The program introduces students to diverse crime and causation theories and emphasizes the critical examination and evaluation of the ethical implications of various societal issues.

Through the Criminal Justice program, students examine the agencies and processes involved in criminal justice administration; explain the Bill of Rights and its impact on criminal defendants; the nature, extent, etiology and control of law-breaking behavior; and compare and contrast the law enforcement systems of countries throughout the world. Students learn to describe the structure and process of the American judicial system from a local, state and federal perspective; explain how gender affects women as offenders, victims and professionals in the criminal justice system; and analyze diverse ethical issues encountered in the criminal justice profession. Graduates of the Criminal Justice program are able to apply ethical values in a diverse, complex and interconnected society and leave Lynn University with the knowledge, confidence, competencies and ethical consciousness to assume positions of responsibility and leadership.

#### MAJOR: CRIMINAL JUSTICE - DEGREE REQUIREMENTS

UNIVERSITY CORE CURRICULUM REQUIREMENTS		51 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
MAJOR REQUIREMENTS: CRIMINAL JUSTICE		45 CREDITS
___ CRJ 101	INTRODUCTION TO CRIMINAL JUSTICE	3
___ CRJ 202	POLICING IN AMERICA	3
___ CRJ 302	ISSUES IN CORRECTIONS	3
___ CRJ 320	CRIMINOLOGY	3
___ CRJ 330	LAW AND THE COURTS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ CRJ 496	VICTIMOLOGY (ALSO MEETS DSSG 400 REQUIREMENT)	3
___ FOR 130	INTRODUCTION TO FORENSIC SCIENCE	3
___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ IRPS 220	GLOBAL HUMAN RIGHTS	3
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ POL 495	CAPSTONE IN SOCIAL JUSTICE (ALSO MEETS DJCG 400 REQUIREMENT)	3
___ PSY 100	HUMAN BEHAVIOR	3
___ PSY 370	ABNORMAL PSYCHOLOGY (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ SOC 200	RESEARCH METHODS	3
___ SOC 335	CONTEMPORARY SOCIAL PROBLEMS (ALSO MEETS DJCG 300 REQUIREMENT)	3
FREE ELECTIVES		24 CREDITS
___ FREE ELECTIVE		18
___ UPPER LEVEL ELECTIVE 300+		6
<b>TOTAL CREDITS 120</b>		

## CRIMINAL JUSTICE (B.A.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	FOR 130	FOR 130
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
CRJ 101	CRJ 101	CRJ 202	CRJ 202
POL 100	PSY 100	PSY 100	POL 100

### J-Term 1

Citizenship Project
SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 200	DSS 200	DSS 200	DBR 200
DQR 300	DSL 300	DSL 300	DQR 300
CRJ 302	CRJ 302	CRJ 330	CRJ 330
CRJ 320	CRJ 320	Elective	Elective
SOC 200	IRPS 220	IRPS 220	SOC 200
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 300	DBR 300	POL 495	POL 495
Elective	HUM 420	HUM 420	Elective
DQR 400	DSL 400	DSL 400	DQR 400
CRJ 496	CRJ 496	Elective	Elective
PSY 370	SOC 335	SOC 335	PSY 370
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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## CRIMINAL JUSTICE (B.A.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	POL 100	PSY 100
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
CRJ 101	CRJ 101	CRJ 202	CRJ 202
PSY 100	POL 100	FOR 130	FOR 130

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	IRPS 220	IRPS 220	DBR 200
SOC 200	Elective	Elective	SOC 200
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
PSY 370	SOC 335	SOC 335	PSY 370
CRJ 320	CRJ 320	CRJ 330	CRJ 330
CRJ 302	CRJ 302	DBR 300	DBR 300
DQR 300	DSL 300	DSL 300	DQR 300
Elective	Elective	Elective	Elective

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
CRJ 496	CRJ 496	POL 495	POL 495
Elective	HUM 420	HUM 420	Elective
DQR 400	DSL 400	DSL 400	DQR 400
Upper Level Elective	Upper Level Elective	Elective	Elective
Optional Elective	Optional Elective	Optional Elective	Optional Elective

### J-Term 4

Optional
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## BACHELOR OF ARTS (B.A.)

### MAJOR: POLITICAL SCIENCE

The Political Science program at Lynn University is rooted in the liberal arts and offers students a course of study that has both depth and breadth. Coursework in the major encompasses the traditional areas of Political Science but, unlike some Political Science programs the major entails an integrated approach that does not isolate the subfields from each other or from those of other disciplines. The mission of the program is also to offer substantive areas of study that are complimented by a strong emphasis on critical and independent thinking about politics, history, international affairs, and public life among our majors and the student body in general.

The Political Science program also serves a central role in the larger mission of the university to prepare all students to contribute to the local, national, and global communities in positive ways. The Political Science faculty members are not only committed to this mission but to offering a student-oriented, personalized, innovative, and challenging program. Political Science majors at Lynn University will gain knowledge and exposure to politics through courses that integrate lectures, classic and contemporary readings, dialogues, technology, and experiential learning in the form of field research, study tours, the Model UN, guest lecturers, role-playing simulations, and internships.

#### MAJOR: POLITICAL SCIENCE- DEGREE REQUIREMENTS

UNIVERSITY CORE CURRICULUM REQUIREMENTS	48 CREDITS
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

MAJOR REQUIREMENTS: POLITICAL SCIENCE	45 CREDITS
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___ CRJ 330	LAW & THE COURTS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ IRPS 220	GLOBAL HUMAN RIGHTS	3
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ POL 101	GOVERNMENT & LEADERSHIP	3
___ POL 201	PUBLIC POLICY	3
___ POL 202	POLITICAL THEORIES & IDEOLOGIES	3
___ POL 301	DIPLOMACY & CONFLICT RESOLUTION	3
___ POL 302	COMPARATIVE & REGIONAL POLITICS (ALSO MEETS DSSG 300 REQUIREMENT)	3
___ POL 385	GLOBAL ENVIRONMENTAL POLITICS AND JUSTICE (ALSO MEETS DJCG 300 & DSL 300)	3
___ POL 401	POLITICAL ECONOMY	3
___ POL 402	CRITICAL ISSUES IN POLITICS (ALSO MEETS DSSA 400 REQUIREMENT)	3
___ POL 495	CAPSTONE IN SOCIAL JUSTICE (ALSO MEETS DJCG 400 REQUIREMENT)	3
___ PSY 100	HUMAN BEHAVIOR	3
___ SOC 200	RESEARCH METHODS	3

FREE ELECTIVES	27 CREDITS
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___ FREE ELECTIVE	18
___ UPPER LEVEL ELECTIVE (300+)	9

**TOTAL CREDITS 120**

## POLITICAL SCIENCE (B.A.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	POL 101	POL 101
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
Elective	Elective	Elective	Elective
POL 100	PSY 100	PSY 100	POL 100

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 200	DSS 200	DSS 200	DBR 200
DQR 300	Upper Level Elective	Upper Level Elective	DQR 300
IRPS 220	SOC 200	SOC 200	IRPS 220
POL 202	POL 202	POL 201	POL 201
POL 301	POL 301	POL 302	POL 302
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
POL 401	POL 401	POL 495	POL 495
POL 402	POL 402	POL 385	POL 385
DQR 400	DSL 400	DSL 400	DQR 400
DBR 300	DBR 300	HUM 420	HUM 420
CRJ 330	Upper Level Elective	Upper Level Elective	CRJ 330
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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# POLITICAL SCIENCE (B.A.) 4-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	POL 101	POL 101
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
POL 100	PSY 100	PSY 100	POL 100
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	POL 201	POL 201	DBR 200
SOC 200	IRPS 220	IRPS 220	SOC 200
POL 202	POL 202	Elective	Elective

### J-Term 2

Language & Culture
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## Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DQR 300	CRJ 330	CRJ 330	DQR 300
POL 301	POL 301	POL 302	POL 302
DBR 300	Upper Level Elective	Upper Level Elective	DBR 300
POL 385	Elective	Elective	POL 385
Elective	Elective	Optional Elective	Optional Elective

### J-Term 3

Career Preparation
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## Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
DQR 400	DSL 400	DSL 400	DQR 400
POL 401	POL 401	HUM 420	HUM 420
POL 402	POL 402	POL 495	POL 495
Optional Elective	Optional Elective	Elective	Elective
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: BIOLOGY

The Bachelor of Science in Biology is designed for students whose career goals generally involve professional education beyond the bachelor's degree. These careers include, but are not limited to, allopathic, osteopathic, dental, veterinary and podiatric medicine; pharmaceuticals; physical therapy; occupational therapy; optometry; chiropractics; environmental science/health; as well as physician's assistant; and positions in research, education and industry.

In addition, students may elect to complete a concentration in forensic science. This concentration will prepare students for careers in forensic science laboratories.

#### MAJOR: BIOLOGY - DEGREE REQUIREMENTS

##### UNIVERSITY CORE CURRICULUM REQUIREMENTS 36 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 300	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

\*ALL DSL REQUIREMENTS WILL BE MET IN THE MAJOR FOR BIOLOGY STUDENTS

##### MAJOR REQUIREMENTS: BIOLOGY 71 CREDITS

___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ MAT 320	METHODS OF CALCULUS (ALSO MEETS DQR 300 REQUIREMENT)	4
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ PSY 100	HUMAN BEHAVIOR	3
___ SCI 110	THE BIOLOGICAL WORLD AND LAB	4
___ SCI 111	BIOLOGICAL PATTERN AND PROCESS AND LAB	4
___ SCI 130	GENERAL CHEMISTRY I AND LAB	4
___ SCI 131	GENERAL CHEMISTRY II AND LAB	4
___ SCI 260	HUMAN ANATOMY AND PHYSIOLOGY AND LAB	4
___ SCI 290	MENDENELIAN AND POPULATION GENETICS AND LAB	4
___ SCI 325	MICROBIOLOGY AND LAB	4
___ SCI 350	PHYSICS I AND LAB (ALSO MEETS DQR 400 REQUIREMENT)	4
___ SCI 351	PHYSICS II AND LAB	4
___ SCI 360	ECOLOGY AND LAB (ALSO MEETS DJCG 300 REQUIREMENT)	4
___ SCI 390	ORGANIC CHEMISTRY I AND LAB	4
___ SCI 391	ORGANIC CHEMISTRY II AND LAB	4
___ SCI 460	MOLECULAR BIOLOGY AND LAB (ALSO MEETS DJCG 400 REQUIREMENT)	4
___ SCI 491	EVOLUTION (ALSO MEETS DSSG 400 REQUIREMENT)	3
___ SOC 200	RESEARCH METHODS	3

##### FREE ELECTIVES 13 CREDITS

___ FREE ELECTIVE	12
___ UPPER LEVEL ELECTIVE (300+)	1

**TOTAL CREDITS 120**

##### OPTIONAL FORENSIC SCIENCE CONCENTRATION 20 CREDITS

___ FOR 230	CRIMINALISTICS AND LAB	4
___ FOR 340	TRACE EVIDENCE AND MICROSCOPY AND LAB	4
___ ENV 340	ENVIRONMENTAL STATISTICS	3
___ FOR 350	FORENSIC MOLECULAR BIOLOGY	3
___ FOR 430	FORENSIC CHEMISTRY	3
___ FOR 495	FORENSIC SCIENCE CAPSTONE	3



## BIOLOGY (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DJC 100	DJC 100
DQR 100	DBR 100	DBR 100	DQR 100
SCI 110 & LAB	SCI 110 & LAB	SCI 111 & LAB	SCI 111 & LAB
SCI 130 & LAB	SCI 130 & LAB	SCI 131 & LAB	SCI 131 & LAB
POL 100	PSY 100	PSY 100	POL 100

### J-Term 1

Citizenship Project
SUMMER: DJC 200, DQR 200, DSS 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 200	Elective	Elective	DBR 200
DSS 300	SOC 200	SOC 200	DSS 300
SCI 260 & LAB	SCI 260 & LAB	SCI 290 & LAB	SCI 290 & LAB
SCI 350 & LAB	SCI 350 & LAB	SCI 360 & LAB	SCI 360 & LAB
Elective	Elective	MAT 320	MAT 320
Optional Elective	Optional Elective	SCI 351 & LAB	SCI 351 & LAB

### J-Term 2

Career Preparation and Elective
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 300	DBR 300	Upper Level Elective	Upper Level Elective
Optional Elective	Upper Level Elective	Upper Level Elective	Optional Elective
SCI 325 & LAB	SCI 325 & LAB	SCI 491	SCI 491
SCI 390 & LAB	SCI 390 & LAB	SCI 391 & LAB	SCI 391 & LAB
SCI 460 & LAB	SCI 460 & LAB	Optional Elective	Optional Elective
HUM 420	Upper Level Elective	Upper Level Elective	HUM 420

### J-Term 3

Language & Culture
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# BIOLOGY (B.S.) 4-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DJC 100	DJC 100
DQR 100	DBR 100	DBR 100	DQR 100
SCI 110 & LAB	SCI 110 & LAB	SCI 111 & LAB	SCI 111 & LAB
SCI 130 & LAB	SCI 130 & LAB	SCI 131 & LAB	SCI 131 & LAB
POL 100	PSY 100	PSY 100	POL 100

### J-Term 1

Citizenship Project
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## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DBR 200	SOC 200	SOC 200	DBR 200
DQR 200	DQR 200	SCI 290 & LAB	SCI 290 & LAB
SCI 260 & LAB	SCI 260 & LAB	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 2

Career Preparation
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## Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 300	DSS 300	DSS 300	DBR 300
SCI 350 & LAB	SCI 350 & LAB	SCI 360 & LAB	SCI 360 & LAB
SCI 325 & LAB	SCI 325 & LAB	SCI 351 & LAB	SCI 351 & LAB
Optional Elective	Optional Elective	MAT 320	MAT 320
Elective	Elective	Optional Elective	Optional Elective

### J-Term 3

Language & Culture
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## Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
Elective	HUM 420	HUM 420	Elective
SCI 390 & LAB	SCI 390 & LAB	SCI 491	SCI 491
SCI 460 & LAB	SCI 460 & LAB	SCI 391 & LAB	SCI 391 & LAB
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective
Optional Elective	Optional Elective	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: ENVIRONMENTAL STUDIES

Human modification of the environment has been evident since the beginning of Civilization and has proceeded at an accelerating rate from the Industrial Revolution to the present day. Human activities (i.e. anthropogenic activities) worsened by over population of the planet have affected the soil, water, vegetation, climate, animal life, as well as the surface of the earth itself. An awareness of environmental deterioration has forced us to seek remedies in an effort to make an environmentally sustainable future. Thus, there is a need for women and men trained to recognize, quantify, and seek solutions to environmental problems. Currently, the study of local and global environmental problems is one that is interdisciplinary with scholars and practitioners representing all Natural and Social Sciences and most of the Humanities.

The proposed major in Environmental Studies is designed to provide students with a broad interdisciplinary foundation in the fundamentals of both the science and policy of the environment and its bi-directional impacts on humanity. With this background in hand, the student can tailor the major to her/his interests and career goals through the formal academic advising process. After graduation, majors will be trained to pursue graduate study in an environment-related field or seek employment in government agencies or industry. The major is also excellent preparation for a career in education, law, or the health sciences.

#### MAJOR: ENVIRONMENTAL STUDIES- DEGREE REQUIREMENTS

##### UNIVERSITY CORE CURRICULUM REQUIREMENTS 51 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 300	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

##### MAJOR REQUIREMENTS: ENVIRONMENTAL STUDIES 47 CREDITS

___ ENV 130	HUMAN ENVIRONMENT INTERACTIONS	3
___ ENV 250	ENVIRONMENTAL RISK AND PUBLIC HEALTH	3
___ ENV 310	ENVIRONMENTAL LAW	3
___ ENV 330	WILDLIFE CONSERVATION	3
___ ENV 340	ENVIRONMENTAL STATISTICS	3
___ ENV 368	PHYSICAL ANTHROPOLOGY (ALSO MEETS DSL 300 REQUIREMENT)	3
___ ENV 450	CAPSTONE IN ENVIRONMENTAL STUDIES (ALSO MEETS DJCG 400 & DSL 400 REQUIREMENT)	3
___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ POL 201	PUBLIC POLICY	3
___ POL 385	GLOBAL ENVIRONMENTAL POLICY AND JUSTICE (ALSO MEETS DJCG 300 & DSL 300 REQUIREMENT)	3
___ PSY 100	HUMAN BEHAVIOR	3
___ SCI 130	GENERAL CHEMISTRY I AND LAB	4
___ SCI 360	ECOLOGY AND LAB (ALSO MEETS DJCG 300 REQUIREMENT)	4
___ SOC 200	RESEARCH METHODS	3

##### FREE ELECTIVES 22 CREDITS

___ FREE ELECTIVE	17
___ UPPER LEVEL ELECTIVE (300+)	5

**TOTAL CREDITS 120**

## ENVIRONMENTAL STUDIES (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	Elective	Elective
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
ENV 130	ENV 130	SCI 130 & LAB	SCI 130 & LAB
POL 100	PSY 100	PSY 100	POL 100

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 200	DSS 200	DSS 200	DBR 200
ENV 250	ENV 250	ENV 368	ENV 368
ENV 340	ENV 340	SCI 360 & LAB	SCI 360 & LAB
ENV 330	ENV 330	Elective	Elective
SOC 200	POL 201	POL 201	SOC 200
DQR 300	Elective	Elective	DQR 300

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 300	DBR 300	ENV 450	ENV 450
DSS 300	DSS 300	DSS 400	DSS 400
DQR 400	HUM 420	HUM 420	DQR 400
ENV 310	ENV 310	POL 385	POL 385
Elective	Elective	Elective	Elective
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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# ENVIRONMENTAL STUDIES (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DJC 100	DQR 100
DQR 100	DSL 100	DSL 100	DBR 100
DBR 100	DJC 100	POL 100	PSY 100
PSY 100	POL 100	SCI 130 & LAB	SCI 130 & LAB
ENV 130	ENV 130	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	ENV 250	Elective	DBR 200
POL 201	Elective	Elective	SOC 200
ENV 250	Elective	SOC 200	POL 201

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 300	DBR 300	DBR 300	DSS 300
DQR 300	Elective	Elective	DQR 300
ENV 330	ENV 330	ENV 368	ENV 368
ENV 340	ENV 340	Elective	Elective
Elective	SCI 360 & LAB	SCI 360 & LAB	Elective

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
ENV 310	ENV 310	Optional Elective	ENV 450
HUM 420	DSS 400	DSS 400	Optional Elective
Optional Elective	HUM 420	Upper Level Elective	Upper Level Elective
DQR 400	Optional Elective	ENV 450	DQR 400
Upper Level Elective	Upper Level Elective	POL 385	POL 385

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: FORENSIC INVESTIGATIONS

The Bachelor of Science in Forensic Investigations is an interdisciplinary major in the College of Arts and Sciences. It draws on the strengths of not only the varied physical sciences available at Lynn University, but also on the resources of the social and behavioral sciences, such as Criminal Justice, Anthropology and Psychology. Crime is a form of human behavior, and as such, it leaves behind physical evidence of particular types, and in particular spatial arrays. Students in this major will learn the principles of evidence recognition, collection, and preservation, forensic chemistry, forensic pathology, forensic anthropology, microscopy, ethics, and courtroom presentations. The physical evidence and its pattern of dispersal in three-dimensional space, unlike victims, perpetrators and witnesses, will never lose its memory, and will never change its mind. The major provides students with a broad, well-rounded education, in the best tradition of the liberal arts and sciences, preparing them for careers in local, county, state, or federal crime CSI units, or in a growing number of private forensic laboratories, and investigative units with law firms or private investigative agencies. Alternatively, the forensic investigations major will equip students with critical thinking skills to make them attractive candidates for graduate or professional school programs, such as law and allied health.

#### MAJOR: FORENSIC INVESTIGATIONS DEGREE REQUIREMENTS

##### UNIVERSITY CORE CURRICULUM REQUIREMENTS 45 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

##### MAJOR REQUIREMENTS: FORENSIC INVESTIGATIONS 48 CREDITS

___ CRJ 101	INTRODUCTION TO CRIMINAL JUSTICE	3
___ FOR 130	INTRODUCTION TO FORENSIC SCIENCE	3
___ FOR 220	COMPUTER FORENSICS	3
___ FOR 230	CRIMINALISTICS AND LAB	4
___ FOR 330	FINANCIAL INVESTIGATIONS (ALSO MEETS DQR 300 REQUIREMENT)	3
___ FOR 340	TRACE EVIDENCE AND MICROSCOPY AND LAB	4
___ FOR 440	FORENSIC PATHOLOGY (ALSO MEETS DSL 400 REQUIREMENT)	3
___ FOR 450	FORENSIC CASE STUDIES (ALSO MEETS DSSA 400 REQUIREMENT)	3
___ FOR 495	CAPSTONE IN FORENSIC SCIENCE (ALSO MEETS DJCA 400 REQUIREMENT)	3
___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ PSY 100	HUMAN BEHAVIOR	3
___ PSY 370	ABNORMAL PSYCHOLOGY (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ SCI 130	GENERAL CHEMISTRY I AND LAB	4
___ SOC 200	RESEARCH METHODS	3

##### FREE ELECTIVES 27 CREDITS

___ FREE ELECTIVE	13
___ UPPER LEVEL ELECTIVE (300+)	14

**TOTAL CREDITS 120**

##### FORENSIC INVESTIGATIONS MINOR

**TOTAL CREDITS 16**

___ CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE	3
___ FOR 130 INTRODUCTION TO FORENSIC SCIENCE	3
___ FOR 230 CRIMINALISTICS AND LAB	4
___ FOR 330 FINANCIAL INVESTIGATIONS	3
___ FOR 450 FORENSIC CASE STUDIES	3

## FORENSIC INVESTIGATIONS (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	Elective	Elective
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
CRJ 101	CRJ 101	FOR 130	FOR 130
PSY 100	POL 100	POL 100	PSY 100

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
SOC 200	DSS 200	DSS 200	SOC 200
FOR 230 & LAB	FOR 230 & LAB	FOR 220	FOR 220
DBR 200	DJC 300	DJC 300	DBR 200
FOR 330	FOR 330	SCI 130 & LAB	SCI 130 & LAB
Elective	Elective	FOR 340 & LAB	FOR 340 & LAB
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
FOR 440	FOR 440	FOR 495	FOR 495
FOR 450	FOR 450	Elective	Elective
DQR 400	HUM 420	HUM 420	DQR 400
PSY 370	Upper Level Elective	Upper Level Elective	PSY 370
DBR 300	DBR 300	Upper Level Elective	Upper Level Elective
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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# FORENSIC INVESTIGATIONS (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	POL 100	PSY 100
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
CRJ 101	CRJ 101	FOR 130	FOR 130
PSY 100	POL 100	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	Elective	Elective	DBR 200
SOC 200	SOC 200	FOR 220	FOR 220
FOR 230 & LAB	FOR 230 & LAB	SCI 130 & LAB	SCI 130 & LAB

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
Elective	Elective	FOR 340 & LAB	FOR 340 & LAB
DJC 300	DBR 300	DBR 300	DJC 300
FOR 330	FOR 330	Optional Elective	Optional Elective
Elective	PSY 370	PSY 370	Elective
Elective	Elective	Optional Elective	Optional Elective

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
FOR 440	FOR 440	Upper Level Elective	Upper Level Elective
FOR 450	FOR 450	FOR 495	FOR 495
DQR 400	HUM 420	HUM 420	DQR 400
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: PSYCHOLOGY

The Bachelor of Science degree in Psychology is designed to expose students to the bio psychological, developmental, cognitive and sociocultural domains of psychology, as well as research methodology. The student also comes to understand the relevance of psychology in contemporary society. This major prepares a student for employment in human services or for graduate school in counseling or psychology.

#### MAJOR: PSYCHOLOGY - DEGREE REQUIREMENTS

UNIVERSITY CORE CURRICULUM REQUIREMENTS		42 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
MAJOR REQUIREMENTS: PSYCHOLOGY		45 CREDITS
___ POL 100	GEOPOLITICAL AFFAIRS	3
___ PSY 100	HUMAN BEHAVIOR	3
___ PSY 200	ORIENTATION TO THE STUDY OF PSYCHOLOGY	3
___ SOC 200	RESEARCH METHODS	3
___ PSY 250	DEVELOPMENTAL PSYCHOLOGY	3
___ PSY 260	PERSONALITY THEORY	3
___ SOC 335	SOCIAL PROBLEMS (ALSO MEETS DJCG 300 REQUIREMENT)	3
___ PSY 355	COGNITIVE PSYCHOLOGY (ALSO MEETS DSL 300 REQUIREMENT)	3
___ PSY 360	SOCIAL PSYCHOLOGY (ALSO MEETS DSSG 300 REQUIREMENT)	3
___ PSY 370	ABNORMAL PSYCHOLOGY (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ HUM 420	ETHICAL DECISION MAKING (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ PSY 420	PHYSIOLOGICAL PSYCHOLOGY (ALSO MEETS DSL 400 REQUIREMENT)	3
___ PSY 460	EXPERIMENTAL PSYCHOLOGY (ALSO MEETS DQR 400 REQUIREMENT)	3
___ PSY 480	CROSS CULTURAL PSYCHOLOGY (ALSO MEETS DSSA 400 REQUIREMENT)	3
___ PSY 495	CAPSTONE IN PSYCHOLOGY (ALSO MEETS DJCG 400 REQUIREMENT)	3
FREE ELECTIVES		33 CREDITS
___ FREE ELECTIVE		21
___ UPPER LEVEL ELECTIVE (300+)		12
TOTAL CREDITS		120

# PSYCHOLOGY (B.S.) 3-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	Elective	Elective
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
PSY 250	PSY 200	PSY 200	PSY 250
PSY 100	POL 100	POL 100	PSY 100

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DBR 200	DSS 200	DSS 200	DBR 200
SOC 200	PSY 260	PSY 260	SOC 200
Elective	PSY 355	PSY 355	Elective
PSY 370	PSY 360	PSY 360	PSY 370
Elective	DQR 300	DQR 300	Elective
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture and Elective
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## Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
PSY 420	PSY 420	PSY 495	PSY 495
PSY 460	PSY 460	PSY 480	Elective
HUM 420	PSY 480	DBR 300	HUM 420
Elective	Elective	Elective	Elective
Elective	DBR 300	Upper Level Elective	Upper Level Elective
SOC 335	SOC 335	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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# PSYCHOLOGY (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	PSY 200	PSY 250
DQR 100	DSL 100	DSL 100	DQR 100
DBR 100	DJC 100	DJC 100	DBR 100
PSY 100	POL 100	POL 100	PSY 100
PSY 250	PSY 200	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	Elective	Elective	DBR 200
PSY 260	SOC 200	SOC 200	PSY 260
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
Elective	PSY 355	PSY 355	Elective
PSY 370	PSY 360	PSY 360	PSY 370
Elective	DQR 300	DQR 300	Elective
DBR 300	SOC 335	SOC 335	DBR 300
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
PSY 420	PSY 420	PSY 495	PSY 495
PSY 460	PSY 460	PSY 480	HUM 420
HUM 420	PSY 480	Elective	Elective
Elective	Elective	Elective	Elective
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## UNDERGRADUATE MINORS

Students pursuing the bachelor's degree may also complete a minor in the College of Arts and Sciences.

### BIOLOGY MINOR

**19 CREDITS**

___ SCI 110 THE BIOLOGICAL WORLD AND LAB	4
___ SCI 290 MENDENELIAN AND POPULATION GENETICS	4
___ SCI 325 MICROBIOLOGY AND LAB	4
___ SCI 360 ECOLOGY AND LAB	4
___ SCI 491 EVOLUTION	3

### CRIMINAL JUSTICE MINOR

**15 CREDITS**

___ CRJ 101 INTRODUCTION TO JUSTICE	3
___ CRJ 202 POLICING IN AMERICA	3
___ CRJ 320 CRIMINOLOGY	3
___ CRJ 330 LAW AND THE COURTS	3
___ CRJ 496 VICTIMOLOGY	3

### ENVIRONMENTAL STUDIES MINOR

**16 CREDITS**

___ ENV 130 HUMAN-ENVIRONMENT INTERACTIONS	3
___ ENV 320 ENVIRONMENTAL ETHICS	3
___ ENV 330 WILDLIFE CONSERVATION	3
___ POL 385 GLOBAL ENVIRONMENTAL POLICY	3
___ SCI 360 ECOLOGY & LAB	4

### FORENSIC SCIENCE MINOR

**15 CREDITS**

___ CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE	3
___ ENV 368 PHYSICAL ANTHROPOLOGY	3
___ FOR 130 INTRODUCTION TO FORENSIC SCIENCE	3
___ FOR 330 FINANCIAL INVESTIGATIONS	3
___ FOR 450 FORENSIC CASE STUDIES	3

### POLITICAL SCIENCE MINOR

**15 CREDITS**

___ POL 101 GOVERNMENT AND LEADERSHIP	3
___ POL 202 POLITICAL THEORIES AND IDEOLOGIES	3
___ POL 302 COMPARATIVE AND REGIONAL POLITICS	3
___ CRJ 330 LAW AND THE COURTS	3
___ POL 402 CRITICAL ISSUES IN POLITICS	3

### PSYCHOLOGY MINOR

**15 CREDITS**

___ PSY 250 DEVELOPMENTAL PSYCHOLOGY	3
___ PSY 355 COGNITIVE PSYCHOLOGY	3
___ PSY 360 SOCIAL PSYCHOLOGY	3
___ PSY 370 ABNORMAL PSYCHOLOGY	3
___ PSY 480 CROSS CULTURAL PSYCHOLOGY	3



# COLLEGE OF BUSINESS AND MANAGEMENT

## MISSION STATEMENT

The global vision of the College of Business and Management at Lynn University is to provide the education, preparation and thought leadership for students to realize their full potential, explore the full range of global career possibilities and secure post graduate opportunities commensurate with their skills, capabilities and interests. We will accomplish our mission through a commitment to and passion for our core values.

The core values of the College of Business and Management:

1. **Students:** We view our students as our “clients” and our principle core value. In addition to their academic training, we will teach a commitment to community service, honesty and integrity in preparation for a successful career.
2. **Parents:** We recognize parents as key “stakeholders” in the success of their students and the College of Business and Management overall. As such, we will seek their advice, counsel and support in our strategy, direction and initiatives.
3. **Academic Excellence:** Outstanding faculty and staff combined with small class sizes and an emphasis on experiential education will be the cornerstone of a collaborative, diverse, effective and modern education.
4. **Global Competency:** A global learning experience and international student body will reflect our commitment and belief that a high quality education and excellent student preparation for the business world can only come from a worldwide perspective and cultural knowledge.
5. **Business Partnerships:** Integrated learning through internships with businesses and corporations that share our values will provide students with unique opportunities to build business skills and understanding to propel them to successful in their “life after Lynn”.
6. **Entrepreneurship and Innovation:** We will encourage and teach students to embrace new ideas, challenges and opportunities that expose them to all possible career options.
7. **Lynn University:** We acknowledge and embrace the Lynn University community and mission statement as the cornerstone of the College of Business and Management. We will welcome advice, resources and best practices for synergistic excellence and success.

The Burton D. Morgan School of Aeronautics is a world-class aviation academy with a state-of-the-art training facility designed to help fulfill the educational needs of the vast dynamic global air transportation industry. The school offers a variety of programs designed to provide students with the education and training needed to successfully enter the aviation industry. These programs provide a wide range of educational opportunities for entry-level, four-year students to advance into a career in the industry. Programs for aircrew training, ground personnel and air industry management are offered.

## UNDERGRADUATE PROGRAM

The Bachelor of Science (B.S.) for business majors requires the completion of 120 credit hours. A summary of the credits is as follows:

University Non-Embedded Core Requirements	39
College Core and Major Requirements	51
J-Term Requirements	6
Elective Hours	24
Total Hours	120

The College of Business and Management offers majors for the undergraduate degree in the following areas:

- Aviation Management
- Entrepreneurship
- Event Management
- Fashion and Retail
- Hospitality Management
- International Business Management
- Investment Management
- Marketing
- Sports Management

The requirements for majors in business aim to provide breadth of knowledge in the discipline of business and its context, as well as learning activities that promote the integration of business knowledge. The majors provide in-depth study in an area of business. A minor in another academic discipline and the course work customized to personal preference provide students with the opportunity to explore areas of learning outside of the business discipline for the purpose of complementing the knowledge acquired in the major requirements. All candidates for the B.S. should work closely with their academic advisors to ensure that their programs of study have met the established guidelines for the degrees.

**Note:** General Assembly in collaboration with Lynn University now offers its students an immersive technology (minor) design. The curriculum is designed to supplement the education they receive with industry specific skills. General Assembly offers immersive technology design programs in

New York, London, San Francisco and Sydney. Students will learn to understand issues from a user's perspective, to improve marketing performance by developing high impact content and master technological vocabulary, in order to communicate ideas clearly.

Students will participate in a 16 week semester long programs and may apply up to 15 credits towards their Lynn University degree. Students who participate in the 10 day program will earn 2 credits. Topics include, product management, user experience and web development. The 10 day program takes place in Sydney, London, San Francisco and New York City. The 16 week programs take place in San Francisco and New York City.

Note: In addition to the Aviation Management courses, students may take the following flight training elective courses to attain the licenses and ratings required to enter the aerospace industry as a professional pilot.

#### FLIGHT TRAINING ELECTIVES

__ AVM 120	PRIMARY FLIGHT THEORY AND TRAINING, SOLO	3
__ AVM 121	PRIMARY FLIGHT THEORY AND TRAINING, PPL	3
__ AVM 123	AVIATION FLIGHT THEORY STUDIES	0
__ AVM 125	PRIMARY HELICOPTER-SOLO X/C	3
__ AVM 126	PRIMARY HELICOPTER-PPL	3
__ AVM 220	INSTRUMENT FLIGHT THEORY AND TRAINING, BASIC	3
__ AVM 221	INSTRUMENT FLIGHT THEORY AND TRAINING, ADVANCED	3
__ AVM 230	COMMERCIAL FLIGHT THEORY	3
__ AVM 231	COMMERCIAL FLIGHT TRAINING	1
__ AVM 232	COMMERCIAL HELICOPTER ADD ON	3
__ AVM 233	COMMERCIAL HELICOPTER ADD ON	1

#### CERTIFIED FLIGHT INSTRUCTOR OPTION (4 HOURS) \*\*

__ AVM 310	FLIGHT INSTRUCTION METHODS AND PROCEDURES	4
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#### ADDITIONAL AVM ELECTIVES \*\*\*

__ AVM 226	AVIATION WEATHER	3
__ AVM 250	AVIATION SAFETY AND HUMAN FACTORS	3
__ AVM 471	AIRLINE EMERGENCY CABIN TRAINING	3
__ AVM 472	B-727 PILOT FAMILIARIZATION	3
__ AVM 473	B-727 PILOT SIMULATOR FAMILIARIZATION	3
__ AVM 474	B-737 PILOT FAMILIARIZATION	3
__ AVM 475	B-737 PILOT SIMULATOR FAMILIARIZATION	3
__ AVM 476	B-747 PILOT FAMILIARIZATION	3
__ AVM 477	AIRLINE TRANSPORT PILOT (ATP) CERTIFICATE	3

\*\* If a student elects to obtain the Flight Instructor rating, AVM 310 substitutes for 482, provided the student passes the FAA written and practical exams.

\*\*\* Simulator courses are taught in the same semester as the familiarization ground school as a lab and culminate with a check-ride to ensure basic handling objectives are met. These courses have a corresponding lab fee. Students may obtain a total of 6.0 hours of academic credit from one aircraft type training (i.e., 727 ground and simulator familiarization or 737 ground and simulator familiarization only). If the student takes AVM 477, he or she may not receive credit for any familiarization or simulator course. AVM 471, Airline Emergency Cabin Training, is separate from this, and may result in an additional three semester hours of credit.





## BACHELOR OF SCIENCE (B.S.)

### MAJOR: AVIATION MANAGEMENT

**MAJOR DESCRIPTION:** Among the College of Business Management's major options is the Burton D. Morgan School of Aeronautics—a world-class aviation academy with a state-of-the-art training facility. Designed to help fulfill the educational needs of the vast dynamic global air transportation industry, the school provides students with the education and training needed to successfully enter the aviation industry. Each of the Burton D. Morgan School of Aeronautics' tracks—including aircrew training, ground personnel and air industry management—provides a wide range of educational opportunities for Lynn students to obtain a prosperous career in the aeronautics industry. In addition to the Aviation Management courses, students can also pursue flight training elective courses to attain the licenses and ratings required to enter the industry as a professional pilot.

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>36 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>AVIATION MANAGEMENT MAJOR REQUIREMENTS</b>	<b>15 CREDITS</b>
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___ AVM 102	AVIATION HISTORY	3
___ AVM 347	AVIATION OPERATIONS MANAGEMENT	3
___ AVM 431	GLOBAL AVIATION REGULATIONS AND LAW (ALSO MEETS DJCG 400 REQUIREMENT)	3
___ AVM 482	AIR TRAFFIC BASICS	3
___ AVM 483	AVIATION TECHNOLOGIES	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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___ UPPER LEVEL ELECTIVES (300+)	3
___ GENERAL ELECTIVES	21

**TOTAL CREDITS 120**



## AVIATION MANAGEMENT (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 180
AVM 102	AVM 102	BUS 210	BUS 210
Elective or AVM 120	Elective or AVM 120	Elective or AVM 120	Elective or AVM 120

### J-Term 1

Citizenship Project
SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
Elective	Elective	Elective	Elective
BUS 322	BUS 322	AVM 431	AVM 431

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	Elective	Elective	BUS 425
BUS 460	Elective	Elective	BUS 460
DSS 400	DBR 300	DBR 400	DSS 400
AVM 482	AVM 482	AVM 483	AVM 483
DBR 300	BUS 498	BUS 498	DBR 400
AVM 347	AVM 347	Upper Level Elective	Upper Level Elective

### J-Term 3

Elective
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## AVIATION MANAGEMENT (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 180
AVM 102	AVM 102	BUS 210	BUS 210
Elective or AVM 120	Elective or AVM 120	Elective or AVM 120	Elective or AVM 120

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
Elective	Elective	Elective	Elective

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	Elective	Elective	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	Elective	Elective	BUS 311
AVM 347	AVM 347	AVM 431	AVM 431

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	Upper Level Elective	Upper Level Elective	BUS 425
BUS 460	Elective	Elective	BUS 460
DSS 400	DBR 400	DBR 400	DSS 400
AVM 482	AVM 482	AVM 483	AVM 483

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: ENTREPRENEURSHIP

**MAJOR DESCRIPTION:** The Entrepreneurship major, as is the case with the nine majors in the College of Business and Management, is designed to provide a solid foundation in managing organizations. In addition to the foundation, students will have the opportunity to learn the various issues/elements that relate to starting and operating one's own business.

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>36 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>ENTREPRENEURSHIP MAJOR REQUIREMENTS</b>	<b>15 CREDITS</b>
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___ BUS 308	CORPORATE ENTREPRENEURSHIP	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 400	ENTREPRENEURIAL FINANCE	3
___ BUS 458	ENTREPRENEURSHIP IN PRACTICE	3
___ BUS 475	MERGERS, ACQUISITIONS, AND INTEGRATION (ALSO MEETS DJCG 400 REQUIREMENT)	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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**TOTAL CREDITS 120**

## ENTREPRENEURSHIP (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
BUS 372	MKT 250	MKT 250	BUS 372
Elective	Elective	Elective	Elective
BUS 322	BUS 322	BUS 308	BUS 308

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 458	BUS 458	BUS 425
BUS 460	BUS 475	BUS 475	BUS 460
DSS 400	Elective	Elective	DSS 400
BUS 400	DBR 300	DBR 400	BUS 400
DBR 300	BUS 498	BUS 498	DBR 400
BUS 375	Elective	Elective	BUS 375

### J-Term 3

Elective
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# ENTREPRENEURSHIP (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
Elective	Elective	Elective	Elective

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	BUS 308	BUS 308	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	BUS 375	BUS 375	BUS 311
Elective	Elective	Elective	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 458	BUS 458	BUS 425
BUS 460	BUS 475	BUS 475	BUS 460
DSS 400	Elective	Elective	DSS 400
BUS 400	DBR 400	DBR 400	BUS 400

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: EVENT MANAGEMENT

**MAJOR DESCRIPTION:** Whether you dream of staging a music festival, arranging a charitable fundraising dinner, working for a major hotel, or starting your own event company, Lynn University will give you the skills and knowledge to make that dream come true. You'll be ready to join our graduates who work in over 90 different countries. A great advantage of our program is that you'll graduate with a business degree rather than just a hospitality degree. That gives you much broader career options, but your education will still be targeted to the field of event management. It's a winning combination. Preparing you to succeed in event management involves more than just academics, so our program goes far beyond the classroom. You'll learn about the food industry, the resort industry, and how to stage events of any size. You'll participate in fun "Lynn Learning in Action Projects," where you'll be involved in a local professional golf tournament, stage campus events, and work with local event planning companies. Every year there are new and exciting projects. South Florida has amazing event management opportunities, and dedicated staff and faculty will match your interests with internship opportunities in successful dynamic businesses. When you graduate, you'll be confident, prepared....and ready to conquer the world of event management!

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 45 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

#### COLLEGE CORE REQUIREMENTS 36 CREDITS

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ HA 490	HOSPITALITY INTERNSHIP	3
___ MKT 250	PRINCIPLES OF MARKETING	3

#### EVENT MANAGEMENT MAJOR REQUIREMENTS 15 CREDITS

___ HA 110	INTRODUCTION TO EVENT MANAGEMENT	3
___ HA 352	BANQUET, CATERING, OPERATIONS AND CONTROL	3
___ HA 370	GROUP AND CONVENTION MANAGEMENT	3
___ HA 401	CURRENT ISSUES IN EVENT MANAGEMENT	3
___ HA 481	SENIOR SEMINAR (ALSO MEETS DJCG 400 REQUIREMENT)	3

#### ELECTIVES 24 CREDITS

___ UPPER LEVEL ELECTIVES (300+)	3
___ GENERAL ELECTIVES	21

**TOTAL CREDITS 120**

## EVENT MANAGEMENT (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	HA 110	HA 110	Elective

### J-Term 1

Citizenship Project
SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
HA 352	Elective	Elective	HA 352
BUS 322	BUS 322	HA 370	HA 370

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	HA 490	HA 490	BUS 425
HA 481	Elective	Elective	HA 481
DSS 400	DBR 300	DBR 400	DSS 400
BUS 460	HA 401	HA 401	BUS 460
Elective	Elective	Upper Level Elective	Upper Level Elective
DBR 300	Elective	Elective	DBR 400

### J-Term 3

Elective
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## EVENT MANAGEMENT (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	HA 110	HA 110	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
HA 352	Elective	Elective	HA 352

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	HA 401	HA 401	BUS 350
DBR 300	Elective	Elective	DBR 300
BUS 311	Elective	Elective	BUS 311
Elective	HA 370	HA 370	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	HA 490	HA 490	BUS 425
HA 481	Upper Level Elective	Upper Level Elective	HA 481
DSS 400	DBR 400	DBR 400	DSS 400
Elective	BUS 460	BUS 460	Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: FASHION AND RETAIL

**MAJOR DESCRIPTION:** Is fashion your passion? Are you on top of trends in style and color? Do you dream of being a top executive with a major retailer? Lynn University will give you the skills and knowledge that you need to start on the path to an exciting career in fashion and retail. A big advantage of our program is that you graduate with a business degree that gives you broader career options than a fashion degree alone. Preparing you to excel in the fashion business involves more than just academics, so Lynn goes far beyond the classroom. You'll have many different hands-on opportunities with our "Lynn Learning in Action" projects: producing the annual fashion show, traveling to fashion weeks in New York and Los Angeles and the MAGIC (Men's Apparel Guild in California) trade show in Las Vegas; or helping a local boutique choose the right assortment of merchandise. Every year there are new and exciting projects. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the fashion and retail world.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 45 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 400	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

#### COLLEGE CORE REQUIREMENTS 36 CREDITS

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

#### FASHION AND RETAIL MAJOR REQUIREMENTS 15 CREDITS

___ MKT 101	FASHION AND RETAIL MANAGEMENT	3
___ MKT 240	BUYING AND INVENTORY PLANNING	3
___ MKT 300	FASHION SHOW PRODUCTION	3
___ MKT 420	THE EVOLUTION OF FASHION AND RETAIL CHANGE (ALSO MEETS DSSG 400 REQUIREMENT)	3
___ MKT 465	FASHION AND RETAIL STRATEGIC PLANNING	3

#### ELECTIVES 24 CREDITS

___ UPPER LEVEL ELECTIVES (300+)	6
___ GENERAL ELECTIVES	18

**TOTAL CREDITS 120**



## FASHION AND RETAIL (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	MKT 240	MKT 240
MKT 101	MKT 101	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
Elective	Elective	MKT 300	MKT 300
BUS 322	BUS 322	MKT 420	MKT 420

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	MKT 465	MKT 465	BUS 425
BUS 460	Upper Level Elective	Upper Level Elective	BUS 460
DJC 400	Upper Level Elective	Upper Level Elective	DJC 400
Elective	DBR 300	DBR 400	Elective
DBR 300	BUS 498	BUS 498	DBR 400
Elective	Elective	Elective	Elective

### J-Term 3

Elective
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## FASHION AND RETAIL (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	MKT 240	MKT 240
MKT 101	MKT 101	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
Elective	Elective	MKT 300	MKT 300

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	MKT 420	MKT 420	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	Elective	Elective	BUS 311
Elective	Elective	Elective	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	MKT 465	MKT 465	BUS 425
BUS 460	Upper Level Elective	Upper Level Elective	BUS 460
DJC 400	Upper Level Elective	Upper Level Elective	DJC 400
Elective	DBR 400	DBR 400	Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: HOSPITALITY MANAGEMENT

**MAJOR DESCRIPTION:** Whatever your dream....managing an oceanfront resort, working as a cruise line executive, owning or managing a hot new restaurant,... Lynn University will give you the skills and knowledge to make that dream come true. You'll be ready to join our graduates who work in over 90 different countries. Preparing you to succeed in hospitality management involves more than just academics, so our program goes far beyond the classroom. Our beautiful South Florida location puts you in a virtual "living laboratory" for hospitality management, surrounded by amazing hotels, restaurants, theme parks and cruise lines. You'll participate in our innovative "Lynn learning in Action Projects" where you'll be part of a small group working with country clubs, hotels, and restaurants to solve problems and make recommendations. Every year there are new and exciting projects. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the hospitality world!

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>36 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ HA 490	HOSPITALITY INTERNSHIP	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>HOSPITALITY MANAGEMENT MAJOR REQUIREMENTS</b>	<b>15 CREDITS</b>
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___ HA 100	INTRODUCTION TO HOSPITALITY AND TOURISM	3
___ HA 261	FOOD SERVICE OPERATIONS	3
___ HA 337	ROOMS DIVISION MANAGEMENT	3
___ HA 400	CURRENT ISSUES IN HOSPITALITY MANAGEMENT	3
___ HA 481	SENIOR SEMINAR (ALSO MEETS DJCG 400 REQUIREMENT)	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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___ UPPER LEVEL ELECTIVES (300+)	6
___ GENERAL ELECTIVES	18

**TOTAL CREDITS 120**

## HOSPITALITY MANAGEMENT (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	HA 100	HA 100	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
HA 261	Elective	Elective	HA 261
BUS 322	BUS 322	HA 337	HA 337

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	HA 490	HA 490	HA 481
HA 481	DBR 300	HA 400	BUS 425
DSS 400	HA 400	DBR 400	DSS 400
Elective	Elective	Upper Level Elective	Upper Level Elective
DBR 300	BUS 460	BUS 460	DBR 400
Elective	Elective	Upper Level Elective	Upper Level Elective

### J-Term 3

Elective
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## HOSPITALITY MANAGEMENT (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	HA 100	HA 100	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
HA 261	Elective	Elective	HA 261

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	HA 400	HA 400	BUS 350
DBR 300	Elective	Elective	DBR 300
BUS 311	Elective	Elective	BUS 311
Elective	HA 337	HA 337	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	HA 490	HA 490	BUS 460
BUS 460	DBR 400	HA 400 HA 481	BUS 425
DSS 400	HA 481	DBR 400	DSS 400
Upper Level Elective	Upper Level Elective	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: INTERNATIONAL BUSINESS MANAGEMENT

**MAJOR DESCRIPTION:** Do you dream of traveling the world as a high-level international executive? Or managing a corporate office in Shanghai, Dubai, Sao Paolo, or London? Perhaps you know that you want a business career, but can't decide on a specialty. This major gives you the ultimate flexibility, and Lynn University will give you the skills and knowledge to make that dream come true. You'll be ready to join our graduates who work in over 90 different countries. Preparing you to succeed in international business involves more than just academics, so our program goes far beyond the classroom. You'll learn to make dynamic presentations, to manage your own simulation-based company, and attend workshops and lectures with successful international corporate leaders. You'll participate in our innovative "Lynn Learning in Action Projects," where you'll be part of a small group working with an actual business to solve problems and make recommendations...like helping a local business expand into another country, or developing a marketing campaign for a new product launch. You can do a study tour in South America, Asia, or Europe, or even take a semester abroad. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the business world!

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS

**45 CREDITS**

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

#### COLLEGE CORE REQUIREMENTS

**36 CREDITS**

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

#### INTERNATIONAL BUSINESS MANAGEMENT MAJOR REQUIREMENTS

**15 CREDITS**

___ BUS 280	GLOBAL MANAGEMENT	3
___ BUS 395	GLOBAL FINANCIAL MARKETS	3
___ BUS 408	POLITICAL & CULTURAL DIMENSIONS OF GLOBAL MARKETS (ALSO MEETS DJCG 400 REQUIREMENT)	3
___ BUS 440	GLOBAL OPERATIONS STRATEGY	3
___ MKT 392	GLOBAL MARKETING	3

#### ELECTIVES

**24 CREDITS**

___ UPPER LEVEL ELECTIVES (300+)	3
___ GENERAL ELECTIVES	21

**TOTAL CREDITS 120**

## INTERNATIONAL BUSINESS MANAGEMENT (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
BUS 280	Elective	Elective	BUS 280
BUS 322	BUS 322	MKT 392	MKT 392

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 408	BUS 408	BUS 425
BUS 460	BUS 440	BUS 440	BUS 460
DSS 400	Elective	Elective	DSS 400
Elective	DBR 300	DBR 400	Upper Level Elective
BUS 395	Elective	Upper Level Elective	BUS 395
DBR 300	BUS 498	BUS 498	DBR 400

### J-Term 3

Elective
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# INTERNATIONAL BUSINESS MANAGEMENT (B.S.) 4-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

## J-Term 1

Citizenship Project
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## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
BUS 280	Elective	Elective	BUS 280

## J-Term 2

Career Preparation
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## Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	MKT 392	MKT 392	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	BUS 395	BUS 395	BUS 311
Elective	Elective	Elective	Elective

## J-Term 3

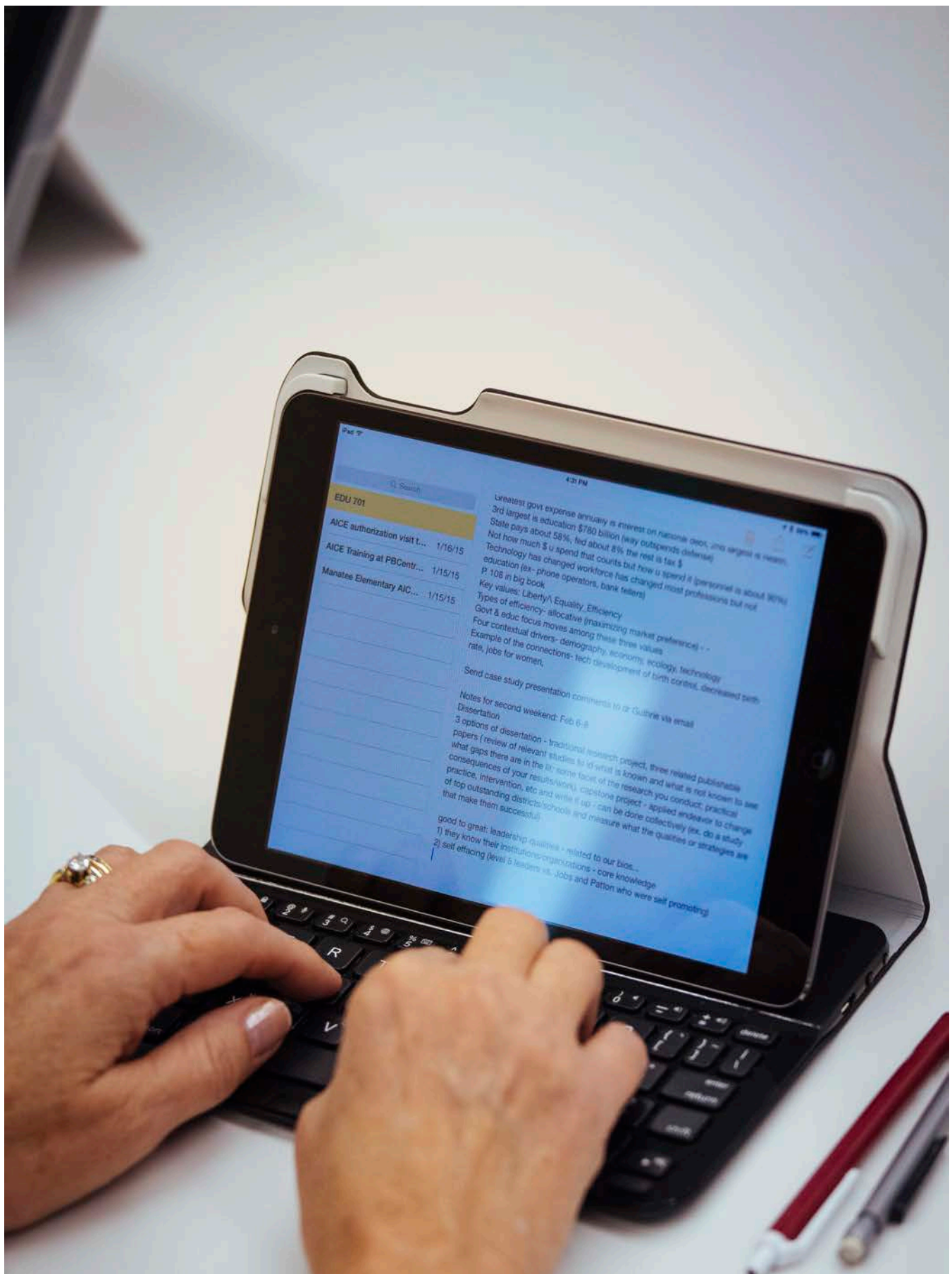
Language & Culture
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## Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 408	BUS 408	BUS 425
BUS 460	BUS 440	BUS 440	BUS 460
DSS 400	Elective	Upper Level Elective	DSS 400
Elective	DBR 400	DBR 400	Upper Level Elective

## J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: INVESTMENT MANAGEMENT

**MAJOR DESCRIPTION:** Are you fascinated by the stock market or the real estate market? Do you dream of a career with a company like Merrill Lynch, HSBC, or Goldman Sachs, or managing a hedge fund, or working within a family office firm? Lynn University will give you the skills and knowledge to make that dream come true. You'll be ready to join our graduates who work in over 90 different countries. Preparing you to succeed in investment management involves more than just academics, so our program goes far beyond the classroom. You'll learn how to evaluate investments, make dynamic presentations, and participate in exciting "Lynn Learning in Action" simulation projects. Our "CEO Speaker Series" brings 24 CEO's to campus each year to share their experiences with you, and you'll attend workshops and lectures with successful investment professionals. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the world of investment management!

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>36 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>INVESTMENT MANAGEMENT MAJOR REQUIREMENTS</b>	<b>15 CREDITS</b>
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___ BUS 321	INVESTMENT THEORY	3
___ BUS 324	PORTFOLIO MANAGEMENT	3
___ BUS 395	GLOBAL FINANCIAL MARKETS	3
___ BUS 433	WILLS, TRUSTS AND FAMILY CORPORATE STRUCTURES (ALSO MEETS DJCA 400 REQUIREMENT)	3
___ BUS 434	COMMODITY, OPTIONS, FUTURES (DERIVATIVES) AND FIXED INCOME STRATEGIES	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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**TOTAL CREDITS 120**

# INVESTMENT MANAGEMENT (B.S.)

## 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
BUS 372	MKT 250	MKT 250	BUS 372
Elective	Elective	Elective	Elective
BUS 322	BUS 322	BUS 321	BUS 321

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 433	BUS 433	BUS 425
BUS 460	BUS 434	BUS 434	BUS 460
DSS 400	Elective	Elective	DSS 400
BUS 324	DBR 300	DBR 400	BUS 324
BUS 395	Elective	Elective	BUS 395
DBR 300	BUS 498	BUS 498	DBR 400

### J-Term 3

Elective
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# INVESTMENT MANAGEMENT (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
Elective	Elective	Elective	Elective

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	BUS 321	BUS 321	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	BUS 395	BUS 395	BUS 311
Elective	Elective	Elective	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	BUS 433	BUS 433	BUS 425
BUS 460	BUS 434	BUS 434	BUS 460
DSS 400	Elective	Elective	DSS 400
BUS 324	DBR 400	DBR 400	BUS 324

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: MARKETING

**MAJOR DESCRIPTION:** Do you dream of being head of sales or brand manager for a top international business? Or do you imagine a bright future as a website marketing director or search engine manager, or as owner of your own marketing firm? Perhaps you're a whiz with social media and would love an exciting career launching a company's Facebook campaign. Lynn University will give you the skills and knowledge to put you on the path to making your dream come true. You'll be ready to join our graduates who work in over 90 different countries. Preparing you to succeed involves more than just academics, so our program goes far beyond the classroom. You'll learn to make dynamic presentations, and attend workshops and lectures with top marketing professionals. You'll participate in our innovative "Lynn Learning in Action Projects," where you'll be part of a small group working with an actual business to solve marketing problems and make recommendations...like helping a local non-profit expand into another country, or developing a marketing campaign for another company's new product launch. Every year there are new and exciting projects. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the world of marketing!

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 400	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>36 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>MARKETING MAJOR REQUIREMENTS</b>	<b>15 CREDITS</b>
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___ BUS 255	FUNDAMENTALS OF E-BUSINESS	3
___ MKT 385	TRENDS IN eMARKETING	3
___ MKT 392	GLOBAL MARKETING	3
___ MKT 410	CONSUMER AND ORGANIZATIONAL BEHAVIOR (ALSO MEETS DSSG 400 REQUIREMENT)	3
___ MKT 430	MARKETING RESEARCH	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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___ UPPER LEVEL ELECTIVES (300+)	3
___ GENERAL ELECTIVES	21

**TOTAL CREDITS 120**

# MARKETING (B.S.) 3-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 372	BUS 372
BUS 255	Elective	Elective	BUS 255
BUS 322	BUS 322	MKT 385	MKT 385

### J-Term 2

Career Preparation and Language & Culture
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## Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	MKT 430	MKT 430	BUS 425
BUS 460	MKT 392	MKT 392	BUS 460
DJC 400	Elective	Upper Level Elective	DJC 400
Elective	DBR 300	DBR 400	Upper Level Elective
DBR 300	BUS 498	BUS 498	DBR 400
MKT 410	Elective	Elective	MKT 410

### J-Term 3

Elective
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## MARKETING (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	Elective	Elective
Elective	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
BUS 255	Elective	Elective	BUS 255

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 372	BUS 322	BUS 322	BUS 372
BUS 350	MKT 385	MKT 385	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	MKT 410	MKT 410	BUS 311
Elective	Elective	Elective	Elective

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	MKT 430	MKT 430	BUS 425
BUS 460	MKT 392	MKT 392	BUS 460
DJC 400	Elective	Upper Level Elective	DJC 400
Elective	DBR 400	DBR 400	Upper Level Elective

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: SPORTS MANAGEMENT

**MAJOR DESCRIPTION:** Do you dream of working in sports? Lynn University will give you the skills and knowledge to make that dream come true. Preparing you to succeed in sports management involves much more than just the classroom, so we take you beyond our spectacular campus and into the real world of sports. You'll be part of our incredible "Lynn Learning in Action Projects," with experiences like taking a working trip to the NCAA Final Four to focus on sports sponsorship, assisting with ESPN Productions at the X Games in Aspen and Los Angeles, or joining the marketing staff at the Daytona 500. You'll go behind the scenes of our national pastime at Lynn University's exclusive conference at the Baseball Winter Meetings. You'll join our "Center Court Sports Speaker Series," which has featured the co-owner of the Chicago Bulls, and the president of the Miami Marlins. And we'll help match you to fantastic internships with some of the biggest names in sports—like the Boston Red Sox, Madison Square Garden, or the PGA of America—and we'll guide you through the entire process. When you graduate, you'll be confident, prepared...and ready to conquer the sports world!

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>45 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	CAREER PREPARATION	2
___ JTERM 3	LANGUAGE AND CULTURE	2

<b>COLLEGE CORE REQUIREMENTS</b>	<b>33 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING (ALSO MEETS DQR 300 & DSL 300 REQUIREMENTS)	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL (ALSO MEETS DQR 400 & DSL 400 REQUIREMENTS)	3
___ BUS 460	BUSINESS STRATEGY	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ MKT 250	PRINCIPLES OF MARKETING	3

<b>SPORTS MANAGEMENT MAJOR REQUIREMENTS</b>	<b>18 CREDITS</b>
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___ BUS 125	INTRODUCTION TO SPORTS MANAGEMENT	3
___ BUS 317	SPORTS LAW AND RISK MANAGEMENT (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ BUS 401	CURRENT ISSUES IN SPORTS MANAGEMENT	3
___ BUS 414	SPORTS GOVERNANCE (ALSO MEETS DJCA 400 REQUIREMENT)	3
___ BUS 482	SPORTS SEMINAR	3
___ MKT 376	SPORTS MARKETING	3

<b>ELECTIVES</b>	<b>24 CREDITS</b>
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___ UPPER LEVEL ELECTIVES (300+)	3
___ GENERAL ELECTIVES	21

**TOTAL CREDITS 120**

## SPORTS MANAGEMENT (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	BUS 125	Elective
Elective	BUS 125	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DSS 200, DJC 200, DQR 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 270	BUS 270	BUS 350	BUS 350
ACC 205	ACC 205	BUS 311	BUS 311
DBR 200	DSL 200	DSL 200	DBR 200
MKT 250	MKT 250	BUS 317	BUS 317
Elective	Elective	Elective	Elective
BUS 322	BUS 322	BUS 498	BUS 498

### J-Term 2

Career Preparation and Language & Culture
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	DBR 300	BUS 482	BUS 482
BUS 414	Elective	DBR 400	BUS 425
DSS 400	BUS 414	BUS 460	DSS 400
Elective	BUS 460	Upper Level Elective	Upper Level Elective
DBR 300	MKT 376	MKT 376	DBR 400
BUS 401	Elective	Elective	BUS 401

### J-Term 3

Elective
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## SPORTS MANAGEMENT (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100
DBR 100	DJC 100	BUS 180	BUS 210
BUS 210	BUS 180	BUS 125	Elective
Elective	BUS 125	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	BUS 270	BUS 270	DBR 200
ACC 205	MKT 250	MKT 250	ACC 205
Elective	Elective	Elective	Elective

### J-Term 2

Career Preparation
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### Year 3

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 317	BUS 322	BUS 322	BUS 317
BUS 350	BUS 401	BUS 401	BUS 350
DBR 300	BUS 498	BUS 498	DBR 300
BUS 311	Elective	Elective	BUS 311
MKT 376	Elective	Elective	MKT 376

### J-Term 3

Language & Culture
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### Year 4

FALL		SPRING	
Track A	Track B	Track A	Track B
BUS 425	DBR 400	BUS 482	BUS 482
BUS 414	Elective	DBR 400	BUS 425
DSS 400	BUS 414	BUS 460	DSS 400
Elective	BUS 460	Upper Level Elective	Upper Level Elective

### J-Term 4

Optional
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## UNDERGRADUATE MINORS

### AVIATION MANAGEMENT MINOR

15 CREDITS

___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ AVM 347	AVIATION OPERATIONS MANAGEMENT	3
___ AVM 431	GLOBAL AVIATION REGULATIONS AND LAW	3
___ AVM 482	AIR TRAFFIC BASICS	3
___ AVM 483	AVIATION TECHNOLOGIES	3

### DIGITAL PRODUCT DESIGN MINOR (COURSEWORK OFFERED THROUGH GENERAL ASSEMBLY)

15 CREDITS

___ BUS 370	BUSINESS – SPECIAL TOPICS	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 498	BUSINESS INTERNSHIPS	3
___ GVC 235	WEB DESIGN	3
___ MKT 385	TRENDS IN eMARKETING	3

### ENTREPRENEURSHIP MINOR

15 CREDITS

___ BUS 308	CORPORATE ENTREPRENEURSHIP	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 400	ENTREPRENEURIAL FINANCE	3
___ BUS 458	ENTREPRENEURSHIP IN PRACTICE	3
___ BUS 475	MERGERS, ACQUISITIONS AND INTEGRATION	3

### EVENT MANAGEMENT MINOR

15 CREDITS

___ HA 110	INTRODUCTION TO EVENT MANAGEMENT	3
___ HA 352	BANQUET, CATERING, OPERATIONS AND CONTROL	3
___ HA 370	GROUP AND CONVENTION MANAGEMENT	3
___ HA 401	CURRENT ISSUES IN EVENT MANAGEMENT	3
___ HA 481	SENIOR SEMINAR	3

### FASHION AND RETAIL MINOR

15 CREDITS

___ MKT 101	FASHION AND RETAIL MANAGEMENT	3
___ MKT 240	BUYING AND INVENTORY PLANNING	3
___ MKT 300	FASHION SHOW PRODUCTION	3
___ MKT 420	THE EVOLUTION OF FASHION AND RETAIL CHANGE	3
___ MKT 465	FASHION AND RETAIL STRATEGIC PLANNING	3

### HOSPITALITY MANAGEMENT MINOR

15 CREDITS

___ HA 100	INTRODUCTION TO HOSPITALITY AND TOURISM	3
___ HA 261	FOOD SERVICE OPERATIONS	3
___ HA 337	ROOMS DIVISION MANAGEMENT	3
___ HA 400	CURRENT ISSUES IN HOSPITALITY MANAGEMENT	3
___ HA 481	SENIOR SEMINAR	3

### INTERNATIONAL BUSINESS MANAGEMENT MINOR

15 CREDITS

___ BUS 280	GLOBAL MANAGEMENT	3
___ BUS 395	GLOBAL FINANCIAL MARKETS	3
___ BUS 408	POLITICAL AND CULTURAL DIMENSIONS OF GLOBAL MARKETS	3
___ BUS 440	GLOBAL OPERATIONS STRATEGY	3
___ MKT 392	GLOBAL MARKETING	3

### MARKETING MINOR

15 CREDITS

___ BUS 255	FUNDAMENTALS OF E-BUSINESS	3
___ MKT 385	TRENDS IN eMARKETING	3
___ MKT 410	CONSUMER AND ORGANIZATIONAL BEHAVIOR	3
___ MKT 430	MARKETING RESEARCH	3
___ MKT 392	GLOBAL MARKETING	3

### SPORTS MANAGEMENT MINOR

15 CREDITS

___ BUS 125	INTRODUCTION TO SPORTS MANAGEMENT	3
___ BUS 317	SPORTS LAW AND RISK MANAGEMENT	3
___ BUS 414	SPORTS GOVERNANCE	3

__ BUS 482	SPORTS SEMINAR
__ MKT 376	SPORTS MARKETING

3

## UNDERGRADUATE AVIATION CERTIFICATE PROGRAMS

The undergraduate aviation certificate programs offered by the Burton D. Morgan School of Aeronautics prepare students for ground and flight examinations for various FAA flight licenses and ratings. The flight certificate programs are delivered in accordance with CFR Part 141 under Lynn University's CFR Part 141 certificate. The simulator certificate programs are offered in accordance with CFR Part 142. All flight courses and the ATP certificate program culminate with a ground oral examination and a check ride with a FAA Designated Pilot Examiner. Successfully completing the ground examination and the check ride will result in the FAA issuing the appropriate license or rating. The various certificate programs and the associated course work are as follows:

### PRIVATE PILOT CERTIFICATE PROGRAM 6 CREDITS

__ AVM 120	PRIMARY FLIGHT THEORY AND TRAINING, SOLO	3
__ AVM 121	PRIMARY FLIGHT THEORY AND TRAINING, PPL	3

### INSTRUMENT PILOT RATING CERTIFICATE PROGRAM 6 CREDITS

__ AVM 220	INSTRUMENT FLIGHT THEORY AND TRAINING, BASIC	3
__ AVM 221	INSTRUMENT FLIGHT THEORY AND TRAINING, ADVANCED	3

### COMMERCIAL PILOT RATING CERTIFICATE PROGRAM 4 CREDITS

__ AVM 230	COMMERCIAL FLIGHT THEORY	3
__ AVM 231	COMMERCIAL FLIGHT TRAINING	1

### PROFESSIONAL COMMERCIAL PILOT CERTIFICATE PROGRAM 16 CREDITS

__ AVM 120	PRIMARY FLIGHT THEORY AND TRAINING, SOLO	3
__ AVM 121	PRIMARY FLIGHT THEORY AND TRAINING, PPL	3
__ AVM 220	INSTRUMENT FLIGHT THEORY AND TRAINING, BASIC	3
__ AVM 221	INSTRUMENT FLIGHT THEORY AND TRAINING, ADVANCED	3
__ AVM 230	COMMERCIAL FLIGHT THEORY	3
__ AVM 231	COMMERCIAL FLIGHT TRAINING	1

### CERTIFIED FLIGHT INSTRUCTOR CERTIFICATE PROGRAM 4 CREDITS

__ AVM 310	FLIGHT INSTRUCTION METHODS AND PROCEDURES	4
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### BOEING B-727 FAMILIARIZATION CERTIFICATE PROGRAM 6 CREDITS

__ AVM 472	B-727 PILOT FAMILIARIZATION	3
__ AVM 473	B-727 PILOT SIMULATOR FAMILIARIZATION	3

### AIRLINE TRANSPORT PILOT (ATP) CERTIFICATE PROGRAM 3 CREDITS

__ AVM 477	AIRLINE TRANSPORT PILOT (ATP) CERTIFICATE	3
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### RECURRENT FLIGHT TRAINING CERTIFICATE PROGRAM 3 CREDITS

__ AVM 120	PRIMARY FLIGHT THEORY AND TRAINING, SOLO	3
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# DONALD E. AND HELEN L. ROSS COLLEGE OF EDUCATION

## Mission Statement

The Donald E. and Helen L. Ross College of Education's programs are delivered via experiential learning, and therefore bring research to practice. These programs challenge students to develop intellectually and personally to their fullest potential, ensuring that they are equipped with the knowledge, skills and competencies required of successful educators to meet the needs of all learners in today's diverse society.

## UNDERGRADUATE PROGRAM

### Admission and Graduation Requirements

Admission to Lynn University does not admit the student to the Ross College of Education. For students interested in teaching education, the Ross College of Education has a state of Florida-approved teacher preparation program leading to certification in Elementary K-6 Education. In accordance with Florida Statute 1004.04 public accountability and state approval for teacher preparation programs, students are required to meet the following prerequisites for admission into the Ross College of Education teacher preparation program prior to the set deadline:

1. Maintain a grade point average of 2.0 or higher for all level Dialogue courses.
2. Demonstrate mastery of general knowledge, by passing all four (4) sections of the General Knowledge Florida Teacher Certification Examination by 60 credits and practicum.
3. Maintain a grade point average of 2.0 or higher in all education courses, with no grade lower than a C.
4. Submit a portfolio; including a completed application for admittance, within Live Text to the Ross College of Education. The Ross College of Education will review the candidate's documentation to determine the status of admission to the state-approved teacher education programs.

Candidates for graduation must:

1. Complete all major requirements with a grade point average of 2.0 or higher with no grade lower than a C.
2. Demonstrate mastery of subject area and professional education knowledge by passing the Professional Skills and a Subject Area portion of the Florida Teacher Certification Examination.

The State of Florida may require additional courses in the field for certification prior to issuing the five-year certificate. Program requirements may change in order to comply with any changes made by the State of Florida Department of Education. Grandfather provisions do not apply when such program changes are made.

Note: Credits and degrees earned from colleges within the State of Florida that are licensed by the State Board of Independent Colleges and Universities do not automatically qualify an individual for a Florida Teaching Certificate. The established procedure requires the Florida Department of Education to review and recognize the credentials of the individual and the accreditation of the college granting the degrees prior to approving teacher certification. Any student interested in obtaining a Florida Teaching Certificate should contact the Florida Department of Education, Bureau of Educator Certification, Suite 201, Turlington Building, 325 West Gaines St., Tallahassee, FL 32399-0400.

Noncitizens: A noncitizen may be issued an Official Statement of Status of Eligibility or a certificate as specified below:

An Official Statement of Status of Eligibility shall be issued when the applicant meets requirements specified in Section 1012.56(1), Florida Statutes.

The certificate may be issued when the applicant meets requirements specified in Rule 6A-4.004, F.A.C., and an official of the employing Florida public, state supported, or nonpublic school submits documentation of appropriate immigration status. The documentation shall be a photocopy of the completed United States Immigration and Naturalization Form I-9, Employment Eligibility Verification, accepted for employment in compliance with the United States Immigration Reform and Control Act of 1986.

### ESOL AND READING

Successful completion of the program will earn the student Florida teaching certification in Grades K-6, and the following Florida State Endorsements:

ESOL K-12 Endorsement

Reading K-12 Endorsement



## BACHELOR OF SCIENCE (B.S.)

### MAJOR: ELEMENTARY EDUCATION GRADES K-6

The Elementary Education major is designed to prepare students to teach in grades kindergarten through six. Elementary Education students have experiences that combine learning theory with practical applications, promote the integration of technology, using iPad applications for instructional strategies and assessment, reading and ESOL performance standards as well as encompassing a variety of field activities. Students enrolled in the Elementary Education program will be encouraged to recognize and appreciate the diversity of today's children and to be able to meet their varied educational needs in a multicultural society. The courses in this state-approved program are designed to meet the requirements for certification in Florida.

Students majoring in Elementary Education Grades K-6 must fulfill the following core and major courses to meet certification requirements:

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>42 CREDITS</b>
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\* Students in the B.S. in Education program only participate in the first three years of the Dialogues of Learning.

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING FOR ED MAJORS	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

<b>MAJOR REQUIREMENTS</b>	<b>69 CREDITS</b>
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___ EDU 101	INTRODUCTION TO EDUCATION	3
___ EDU 160	CHILD DEVELOPMENT, HEALTH, PE, & SAFETY	3
___ EDU 210	DIFFERENTIATED INSTRUCTION AND EFFECTIVE TEACHING STRATEGIES	3
___ EDU 214	ART, MUSIC, & MOVEMENT	3
___ EDU 215	CHILDREN'S LITERATURE	3
___ EDU 315	LITERACY IN THE PRIMARY GRADES	3
___ EDU 316	LITERACY IN THE INTERMEDIATE GRADES	3
___ EDU 317	SCIENCE IN THE ELEMENTARY SCHOOL I (ALSO MEETS DSL 300 REQUIREMENT)	3
___ EDU 318	MATH IN THE ELEMENTARY SCHOOL I	3
___ EDU 319	TEACHING SOCIAL STUDIES	3
___ EDU 415	MANAGING THE CLASSROOM	3
___ EDU 418	MATH IN THE ELEMENTARY SCHOOL II (ALSO MEETS DQR 300 REQUIREMENT)	3
___ EDU 419	SCIENCE IN THE ELEMENTARY SCHOOL II	3
___ EDU 420	ASSESSMENT FOR INSTRUCTION	3
___ EDU 480	PRACTICUM	3
___ EDU 481	CLINICAL INTERNSHIP	12
___ ESE 275	INCLUSIVE EDUCATION	3
___ ESL 300	SECOND LANGUAGE AND LITERACY DEVELOPMENT FOR ENGLISH LANGUAGE LEARNERS	3
___ ESL 310	SHELTERED CONTENT INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS	3
___ ESL 330	CROSS CULTURAL COMMUNICATIONS (ALSO MEETS DSS 300 REQUIREMENT)	3
___ ZEDU 001	GENERAL KNOWLEDGE PREPARATION	0

<b>FREE ELECTIVES</b>	<b>9 CREDITS</b>
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___ FREE ELECTIVES	9
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**TOTAL CREDITS 120**

## ELEMENTARY EDUCATION GRADES K-6 (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
EDU 101	EDU 101	EDU 210	EDU 210
EDU 160	EDU 160	EDU 215	EDU 215
EDU 214	EDU 214	DBR 100	DBR 100
DJC 100	DJC 100	DSS 100	DSS 100
DQR 100	DSL 100	DSL 100	DQR 100

### J-Term 1

Citizenship Project/ZEDU 001
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### Year 2

FALL		SPRING	
SATISFIED 4/4 GK			
Track A	Track B	Track A	Track B
ESL 330	ESL 330	ESE 275	ESE 275
ESL 300	ESL 300	ESL 310	ESL 310
EDU 319	EDU 319	DSS 200	DSS 200
DSL 200	DQR 200	DQR 200	DSL 200
DJC 200	DJC 200	DBR 200	DBR 200

### J-Term 2

Language & Culture/ZEDU 001
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### Year 3

FALL		SPRING	
SATISFIED PORTFOLIO			
EDU 315		EDU 316	
EDU 317		EDU 415	
EDU 318		EDU 418	
DBR 300		EDU 419	
DJC 300		EDU 420	

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
EDU 480		EDU 481	
Elective			
Elective			
Elective			

### J-Term 4

Optional
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## BACHELOR OF SCIENCE (B.S.)

### MAJOR: EARLY CHILDHOOD EDUCATION

The Early Childhood Education major prepares students to teach from birth through age 3. Students will be prepared to work in an early childhood setting such as a daycare center or preschool and experience aspects of early life. The early childhood educator will learn early literacy development, combine theory with practical applications and learn innovative iPad techniques for instructional strategies and assessments. Early childhood students will be versed in the physical and emotional development of babies, toddlers and preschoolers and be encouraged to recognize and appreciate the diversity of today's children.

Students majoring in Early Childhood Education must fulfill the following core and major courses to meet certification requirements:

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 42 CREDITS

\* Students in the B.S. in Education program only participate in the first three years of the Dialogues of Learning.

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING FOR ED MAJORS	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

#### MAJOR REQUIREMENTS 72 CREDITS

___ ECE 105	INTRODUCTION TO EARLY CHILDHOOD	3
___ ECE 230	CREATIVE ACTIVITIES	3
___ ECE 240	PRE-PRIMARY LANGUAGE ARTS	3
___ ECE 250	PRE-PRIMARY MATH & SCIENCE	3
___ ECE 460	CHILDREN AT RISK	3
___ EDU 101	INTRODUCTION TO EDUCATION	3
___ EDU 160	CHILD DEVELOPMENT, HEALTH, PE, & SAFETY	3
___ EDU 210	DIFFERENTIATED INSTRUCTION AND EFFECTIVE TEACHING STRATEGIES	3
___ EDU 214	ART, MUSIC, & MOVEMENT	3
___ EDU 215	CHILDREN'S LITERATURE	3
___ EDU 311	ELEMENTARY READING METHODS (ONLINE 8 WEEKS)	3
___ EDU 317	SCIENCE IN THE ELEMENTARY SCHOOL I	3
___ EDU 318	MATH IN THE ELEMENTARY SCHOOL I	3
___ EDU 319	TEACHING SOCIAL STUDIES	3
___ EDU 415	MANAGING THE CLASSROOM	3
___ EDU 418	MATH IN THE ELEMENTARY SCHOOL II	3
___ EDU 419	SCIENCE IN THE ELEMENTARY SCHOOL II	3
___ EDU 420	ASSESSMENT FOR INSTRUCTION	3
___ ESE 105	INTRODUCTION TO SPECIAL EDUCATION (ONLINE 8 WEEKS)	3
___ ESE 251	EXCEPTIONAL PEOPLE	3
___ ESE 275	INCLUSIVE EDUCATION	3
___ ESL 300	SECOND LANGUAGE AND LITERACY DEVELOPMENT FOR ENGLISH LANGUAGE LEARNERS	3
___ ESL 310	SHELTERED CONTENT INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS	3
___ ESL 330	CROSS CULTURAL COMMUNICATIONS (ALSO MEETS DSS 300 REQUIREMENT)	3

#### FREE ELECTIVES 6 CREDITS

___ FREE ELECTIVES	3
___ UPPER LEVEL ELECTIVES	3

**TOTAL CREDITS 120**

## EARLY CHILDHOOD EDUCATION (B.S.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
EDU 101	EDU 101	EDU 160	EDU 160
ESE 105 (8 WEEKS ONLINE)	ESE 105 (8 WEEKS ONLINE)	EDU 210	EDU 210
EDU 311	EDU 311	ECE 230	ECE 230
ECE 105	ECE 105	DJC 100	DSS 100
DBR 100	DJC 100	DSS 100	DBR 100

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
EDU 214	EDU 214	EDU 215	EDU 215
ESE 251	ESE 251	ESE 275	ESE 275
ECE 240	ECE 240	DSL 200	DQR 100
DBR 200	DJC 200	DJC 200	DBR 200
DQR 100	DSL 100	DQR 200	DQR 200

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
SATISFIED PORTFOLIO			
EDU 319		ESL 310	
ESL 300		ECE 460	
ECE 250		Elective	
DBR 300		DJC 300	
DSS 200		Elective	

### J-Term 3

Career Preparation
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### Year 4

FALL		SPRING	
EDU 317		EDU 418	
EDU 318		EDU 419	
ESL 330		EDU 420	

### J-Term 4

Optional
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## SPECIALIZATIONS

Students who elect to take a specialization must complete the specialization courses below and will have no free electives.

### **SPECIALIZATION: EARLY CHILDHOOD EDUCATION-PRE-K/PRIMARY (AGE3-Grade 3)**

SPECIALIZATION REQUIREMENTS		15 CREDITS
___ ECE 105	INTRODUCTION TO EARLY CHILDHOOD EDUCATION CURRICULUM	3
___ ECE 230	CREATIVE ACTIVITIES	3
___ ECE 240	PRE PRIMARY LANGUAGE ARTS	3
___ ECE 250	PRE PRIMARY MATH AND SCIENCE	3
___ ECE 460	CHILDREN AT RISK	3

## UNDERGRADUATE MINORS

### **MINOR IN ELEMENTARY EDUCATION**

The Ross College of Education offers an undergraduate minor in the field of Elementary Education. The minor is structured to provide a substantial introduction to education through a broad-based and focused study of educational research, theory and practice.

During their sophomore year students interested in pursuing an undergraduate minor in Elementary Education need to declare the minor and contact the Elementary Education Program Coordinator.

The minor requires five core courses to ensure coverage of the disciplines of the field, while allowing flexibility for students wanting to pursue specific interests within Education.

		15 CREDITS
___ EDU 101	INTRODUCTION TO EDUCATION	3
___ EDU 210	DIFFERENTIATED INSTRUCTION & EFFECTIVE TEACHING STRATEGIES	3
___ EDU 415	MANAGING THE CLASSROOM	3
___ EDU 420	ASSESSMENT FOR INSTRUCTION	3
___ ESL 330	CROSS CULTURAL COMMUNICATIONS	3

### **FLDOE TEACHER RECERTIFICATION REQUIREMENT FOR EXCEPTIONAL STUDENT EDUCATION**

The Ross College of Education offers these five courses, to allow educators with teaching certificates, the opportunity to meet the new state requirement for Exceptional Student Education with on-line 1 credit courses.

		5 CREDITS
___ ESE 100	PROACTIVE BEHAVIOR STRATEGIES FOR SWD	1
___ ESE 101	AUTISM: VISUALS FOR INSTRUCTION	1
___ ESE 102	ASD SUPPORTS	1
___ ESE 103	INSTRUCTIONAL LEADERSHIP FOR SPECIAL EDUCATION	1
___ ESE 104	TECHNOLOGY FOR ACCESS & INSTRUCTION	1

# EUGENE M. AND CHRISTINE E. LYNN

## COLLEGE OF INTERNATIONAL COMMUNICATION

### MISSION STATEMENT

The Lynn University College of International Communication (CIC) provides students an opportunity to acquire the knowledge, skills and experience necessary to build successful communication careers in the global media marketplace.

The college is committed to blending a strong liberal arts concentration with professional programs in communication and media that offer “hands-on” educational opportunities in film and television directing, writing, camera work, lighting, set design and digital editing; theater and media performance; journalism, advertising and public relations; studies in traditional and emerging media; and digital design, including the study of photography, design for 3D printing, animation and graphic design.

The unique combination of theory, practice and internships offers students an opportunity to build a solid foundation for success in the competitive fields of communication and media. The college’s innovative approach to collaborative and experiential education enables students to participate in integrated learning projects that simulate media industries and promote the transition to professional positions in communication and media.

### FACILITIES

State-of-the-art digital facilities house broadcast and cinema production and post-production centers, multimedia design labs with 3D printing and motion capture animation studios that enable students to develop professional skills and an advanced understanding of studio, field and news production, as well as digital post-production and editing. Instructional facilities for new media promote the early adoption of developing technologies into the mass media mix, including social and mobile media, web design, audio/video streaming, interactive business presentations and emerging media.

## UNDERGRADUATE PROGRAM

The Lynn College of International Communication offers courses leading to a Bachelor of Arts in five areas:

- Advertising and Public Relations
- Communication and Emerging Media
- Drama
- Film and Television
- Interdisciplinary Program
- Multimedia Journalism

A Bachelor of Science is available in:

- Digital Art and Design

All major programs in the Lynn College of International Communication are designed for students who seek career-building or graduate school preparation. They offer a foundation in the process of communication and the flow of information through traditional, emerging and interpersonal/social media. Students have an opportunity to achieve a level of professional competency in their specific major. Several majors, such as Film and Television, Digital Art and Design and Multimedia Journalism have a strong production emphasis. Others, including Advertising and Public Relations, Drama and Communication and Emerging Media place greater emphasis on theory. Additionally, the college facilitates the placement of students in both domestic and international internship positions.

With a faculty composed of teacher-scholars and academically trained media practitioners, the college seeks to prepare students for successful careers in a rapidly changing global community. Students majoring in a program complete the following requirements:

- A university core curriculum of 66 credits (core credits required may be embedded within the major).
- A CIC core curriculum of 12 credits.
- A major curriculum of 33 credits.
- Between 12 and 27 additional elective credits (depending on the major) that may include courses toward a minor, general electives from other university programs, or additional courses in the Lynn College of International Communication.
- A total of 120 credits required for graduation.

### POLICY REGARDING INTERNSHIP

Students who have successfully completed 75 credits, a minimum of two semesters after declaring a major in the College of International Communication and have a minimum GPA of 3.25 are eligible for up to six credits of internship. Students who have completed 90 credit hours and have a minimum GPA of 2.5 may enroll in up to six credits of internship. Students also can register for non-credit internships.

### POLICY REGARDING TRANSFER OF CREDITS

Students must earn a minimum of 21 credits in the College of International Communication.



## BACHELOR OF ARTS (B.A.)

### MAJOR: ADVERTISING AND PUBLIC RELATIONS

Advertising and public relations are multi-billion dollar industries that affect our lives on a daily basis. For example, the average American views thousands of commercial messages per day. Moreover, these fields are continuing to grow domestically as well as globally. Advertising and public relations clearly impact business, political and social arenas.

The Advertising and Public Relations (APR) program is designed to prepare students for competitive success within a dynamic advertising/public relations environment by offering students an opportunity to develop skills to assess both domestic and international perspectives, develop innovative approaches and implement creative designs.

The APR program is intended for students who are interested in positions such as copywriters, art directors, media planners, social media designers, account executives, public relations specialists and strategic planners. The Advertising/Public Relations major may also lead to careers in business, marketing and non-profit fields.

UNIVERSITY CORE CURRICULUM REQUIREMENTS		51 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
CIC CORE REQUIREMENTS		12 CREDITS
___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 476	ADVERTISING AND PUBLIC RELATIONS CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3
MAJOR REQUIREMENTS		33 CREDITS
___ COM 115	INTRODUCTION TO ADVERTISING AND PUBLIC RELATIONS	3
___ COM 116	PUBLIC RELATIONS PLANNING AND STRATEGY	3
___ COM 208	SOCIAL MEDIA PRACTICES	3
___ COM 308	SOCIAL MEDIA ANALYTICS	3
___ COM 342	ADVERTISING AND PUBLIC RELATIONS MANAGEMENT	3
___ COM 360	COMMUNICATION THEORIES (ALSO MEETS DBRA 300 REQUIREMENT)	3
___ COM 440	PUBLIC RELATIONS CAMPAIGNS	3
___ COM 451	INTERCULTURAL COMMUNICATION (ALSO MEETS DSSG 400 REQUIREMENT)	3
___ COM 492	STRATEGIES IN ADVERTISING RESEARCH (ALSO MEETS DQR 400 REQUIREMENT)	3
___ GVC 220	DIGITAL LAYOUT AND DESIGN	3
___ GVC 350	ADVERTISING, DESIGN AND PRODUCTION	3
FREE ELECTIVES		24 CREDITS
___ FREE ELECTIVE (300+)		3
___ FREE ELECTIVE		21
TOTAL CREDITS		120

## ADVERTISING AND PUBLIC RELATIONS (B.A.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 108	COM 116	COM 116
COM 115	Elective	Elective	COM 115
DSS 100	DSS 100	DSL 100	DSL 100
DQR 100	DQR 100	DJC 100	DBR 100
DBR 100	DJC 100	Elective	Elective

### J-Term 1

Citizenship Project
SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
GVC 220	COM 310	COM 310	COM 360
COM 202	COM 208	COM 360	COM 308
COM 208	COM 202	COM 308	DBR 200
DSS 200	GVC 220	DQR 300	DQR 300
DBR 200	DSL 300	DSL 300	DSS 200
DJC 300	DJC 300	GVC 350	GVC 350

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL	SPRING
COM 451	COM 342
COM 492	COM 440
DBR 400	COM 476
DSL 400	Elective
Upper Level Elective	Elective
Elective	Optional Elective

### J-Term 3

Career Preparation
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# ADVERTISING AND PUBLIC RELATIONS (B.A.) 4-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 108	DJC 100	COM 115
COM 115	DJC 100	COM 116	COM 116
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	Elective	DBR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
GVC 220	COM 208	COM 208	COM 202
COM 202	DJC 200	DJC 200	GVC 220
DSS 200	DSL 200	DSL 200	DSS 200
DQR 200	Elective	Elective	DQR 200
DBR 200	Elective	Elective	DBR 200

### J-Term 2

Language & Culture
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## Year 3

FALL	SPRING
COM 360	COM 308
COM 310	GVC 350
DSL 300	DQR 300
Upper Level Elective	Elective
DJC 300	Elective

### J-Term 3

Optional
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## Year 4

FALL	SPRING
COM 342	COM 440
COM 451	COM 476
COM 492	DBR 400
DSL 400	Elective
Optional Elective	Optional Elective

### J-Term 4

Career Preparation
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## BACHELOR OF ARTS (B.A.)

### MAJOR: COMMUNICATION AND EMERGING MEDIA

Excellence in communication contributes to success in all aspects of personal, professional and civic life. Citizens of the 21st century need to understand the communication opportunities, obligations and risks that emerge in an era of cultural diversity and conflict. Leaders, consultants, activists, and indeed all citizens, use communication to affect public opinion, mobilize interest groups, negotiate policy and maintain relations with people within their own and other cultures.

In the last few years, new technologies have changed the way people communicate. The change to date is just the beginning. To fully understand and engage in the practice of communication, the communication scholar and practitioner has to comprehend and appreciate the effect of how soon-to-be-developed technologies will influence and transform communication delivery systems and the evolving media in society.

The academic major in Communication and Emerging Media ties the traditional study of communication to the exploration of newly developing technologies as they are introduced into the media environment. The program promotes the knowledge, analysis and practical application of communication strategies in developing content for traditional, new and emerging media.

UNIVERSITY CORE CURRICULUM REQUIREMENTS		48 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
CIC CORE REQUIREMENTS		12 CREDITS
___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 477	COMMUNICATION & EMERGING MEDIA CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3
MAJOR REQUIREMENTS		33 CREDITS
___ COM 106	INTRODUCTION TO SOCIAL MEDIA	3
___ COM 125	INTERPERSONAL COMMUNICATION	3
___ COM 244	DEVELOPMENT OF TECHNOLOGY IN COMMUNICATION	3
___ COM 254	MEDIA AESTHETICS	3
___ COM 305	IMPACT OF DEVELOPING MEDIA ON SOCIETY (ALSO MEETS DSSG 300 REQUIREMENT)	3
___ COM 341	PERSUASION AND PROPAGANDA (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ COM 350	COMMUNICATION LAW AND ETHICS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ COM 360	COMMUNICATION THEORIES (ALSO MEETS DBRA 300 REQUIREMENT)	3
___ COM 436	GENDER COMMUNICATION (ALSO MEETS DBRG 400 REQUIREMENT)	3
___ COM 444	STRATEGIES IN NEW MEDIA USE	3
___ COM 451	INTERCULTURAL COMMUNICATION (ALSO MEETS DSSG 400 REQUIREMENT)	3
FREE ELECTIVES		27 CREDITS
___ FREE ELECTIVE (300+)		6
___ FREE ELECTIVE		21
TOTAL CREDITS 120		

# COMMUNICATION AND EMERGING MEDIA (B.A.) 3-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 125	COM 106	COM 106	COM 125
COM 108	DSS 100	DJC 100	COM 108
DSS 100	DJC 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

## J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 244	COM 244	COM 202	COM 202
COM 305	COM 305	COM 254	COM 254
COM 341	COM 341	COM 360	COM 360
DSS 200	DSL 300	DSL 300	DBR 200
DQR 300	Elective	Elective	DSS 200
DBR 200	Elective	Elective	DQR 300

## J-Term 2

Language & Culture and Elective
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## Year 3

FALL	SPRING
COM 310	COM 436
COM 350	COM 477
COM 444	Elective
COM 451	DSL 400
DQR 400	Upper Level Elective
Upper Level Elective	Elective

## J-Term 3

Career Preparation
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# COMMUNICATION AND EMERGING MEDIA (B.A.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 125	COM 106	COM 106	COM 125
COM 108	DSS 100	DJC 100	COM 108
DSS 100	DJC 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 244	COM 202	COM 202	COM 254
DBR 200	COM 244	COM 254	DBR 200
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture
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### Year 3

FALL	SPRING
COM 305	COM 350
COM 310	COM 360
COM 341	DQR 300
DSL 300	Upper Level Elective
Elective	Elective

### J-Term 3

Optional
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### Year 4

FALL	SPRING
COM 444	COM 436
COM 451	COM 477
DQR 400	DSL 400
Upper Level Elective	Elective
Optional Elective	Optional Elective

### J-Term 4

Career Preparation
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## BACHELOR OF ARTS (B.A.)

### MAJOR: DRAMA

The dramatic arts affect the lives of nearly every human being on a daily basis. From one-on-one storytelling to live theatrical production, film screenings and television broadcasts, the expressive arts surround and infuse themselves in our lives. They teach citizens about the world and society in which they live. They entertain and bring joy and emotional connection. They motivate individuals to seek further understanding of the self and look critically at how the global community communicates. The dramatic arts are the platforms of truth and expression, and the dramatic industry is the medium that brings these works to the world.

The program in Drama promotes the understanding and practice of the entirety of the dramatic arts. It provides students the opportunity to learn all the facets of dramatic production such as acting, directing, writing, producing, designing, filmmaking and technical production as well as how to develop as confident and creative artists capable of performing in the stage, film, television and Internet markets. Through interdisciplinary educational approaches, the Drama major provides students with the opportunity to acquire the skills necessary to meet the demands of an ever-evolving technological and international marketplace.

The Drama major is intended for students who are interested in positions within the dramatic arts, whether in performance, creation, or production. A student who majors in Drama is someone who seeks to become a complete artist with all the skills necessary to perform across a wide range of media within the dramatic industry.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 54 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

#### CIC CORE REQUIREMENTS 12 CREDITS

___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 478	DRAMA CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3

#### MAJOR REQUIREMENTS 33 CREDITS

___ COM 103	ACTING I	3
___ COM 130	FILM APPRECIATION	3
___ COM 203	ACTING II	3
___ COM 215	WRITING FOR PERFORMANCE	3
___ COM 255	FILM AND VIDEO EDITING	3
___ COM 303	ACTING III	3
___ COM 313	THEATRICAL DESIGN & PRODUCTION (ALSO MEETS DQR 300 REQUIREMENT)	3
___ COM 373	VOICE AND MOVEMENT (ALSO MEETS DSL 300 REQUIREMENT)	3
___ COM 383	RADIO AND VOICE-OVER PERFORMANCE	3
___ COM 403	DIRECTING THE ACTOR	3
___ COM 413	PERFORMANCE FOR THE CAMERA	3

#### FREE ELECTIVES 21 CREDITS

___ FREE ELECTIVE (300+)	3
___ FREE ELECTIVE	18

**TOTAL CREDITS 120**

## DRAMA (B.A.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 108	COM 130	COM 103
COM 103	DSL 100	DJC 100	COM 130
DSS 100	DSS 100	DSL 100	DBR 100
DQR 100	DJC 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 202	COM 215	COM 203	COM 202
COM 215	COM 255	COM 255	COM 203
COM 373	COM 373	COM 310	COM 310
DSS 200	DSS 200	COM 313	COM 313
DBR 200	Elective	Elective	DBR 200
Elective	Elective	Elective	Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL	SPRING
COM 383	COM 303
COM 403	COM 413
DBR 300	COM 478
DSL 400	DSS 400
DJC 300	DQR 400
Upper Level Elective	DBR 400

### J-Term 3

Career Preparation
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## DRAMA (B.A.) 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 108	COM 130	COM 103
COM 103	DSL 100	DJC 100	COM 130
DSS 100	DSS 100	DSL 100	DBR 100
DQR 100	DJC 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 215	COM 202	COM 202	COM 203
DBR 200	COM 215	COM 255	COM 255
DSS 200	DJC 200	COM 203	DBR 200
DQR 200	DSL 200	DJC 200	DSS 200
Elective	Elective	DSL 200	DQR 200

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
COM 310		COM 303	
COM 373		COM 313	
COM 383		DJC 300	
DBR 300		Elective	
Elective		Elective	

### J-Term 3

Optional
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### Year 4

FALL		SPRING	
COM 403		COM 413	
COM 478		DBR 400	
DQR 400		DSL 400	
DSS 400		Upper Level Elective	
Optional Elective		Optional Elective	

### J-Term 4

Career Preparation
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## BACHELOR OF ARTS (B.A.)

### MAJOR: FILM AND TELEVISION

The Film and Television program is designed to provide students with the knowledge, skills and experience necessary to build successful careers in film, television and video media. Citizens of the 21<sup>st</sup> century will be empowered and employable as they develop fluency in visual storytelling and production.

The Film and Television program emphasizes the creative, technical and theoretical study of the cinema, television and video media. Pre-production, production and post-production skill-sets taught in the major include: screenwriting, shot selection, cinematography, casting and collaborating with actors and TV journalists, script supervising, sound recording, and non-linear video editing with a multi-layered sound track. Students work collaboratively and have an opportunity to master their technical competency with state-of-the-art technology.

The Film and Television program is intended for students who are interested in positions in the wide ranging industries of film, television, video and Internet-delivered media, whether they are located in Hollywood, New York or smaller film production centers that produce entertainment, information and corporate films and video.

UNIVERSITY CORE CURRICULUM REQUIREMENTS	60 CREDITS
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

CIC CORE REQUIREMENTS	12 CREDITS
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___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 484	FILM AND TELEVISION CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3

MAJOR REQUIREMENTS	33 CREDITS
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___ COM 103	ACTING I	3
___ COM 130	FILM APPRECIATION	3
___ COM 145	TELEVISION PRODUCTION	3
___ COM 150	FILM PRODUCTION	3
___ COM 215	WRITING FOR PERFORMANCE	3
___ COM 227	VIDEOGRAPHY	3
___ COM 255	FILM AND VIDEO EDITING	3
___ COM 307	ADVANCED FILM AND VIDEO PRODUCTION	3
___ COM 315	WRITING FOR FILM AND TELEVISION	3
___ COM 335	FILM HISTORY (ALSO MEETS DSSG 300 REQUIREMENT)	3
___ COM 465	FILM AND VIDEO PRACTICUM	3

FREE ELECTIVES	15 CREDITS
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___ FREE ELECTIVE (300+)	3
___ FREE ELECTIVE	12

**TOTAL CREDITS 120**

## FILM AND TELEVISION (B.A.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 103	COM 103	COM 108
COM 150	COM 145	COM 130	COM 130
DBR 100	DJC 100	COM 145	COM 150
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 255	COM 202	COM 202	COM 227
COM 215	COM 215	COM 227	COM 315
COM 310	COM 310	COM 315	DBR 200
COM 335	COM 335	DSL 300	DSS 200
DBR 200	COM 255	Elective	Elective
DSS 200	DSL 300	Elective	Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL	SPRING
COM 307	COM 465
DQR 300	COM 484
DJC 300	DBR 400
DBR 300	DQR 400
DSL 400	DSS 400
Elective	Upper Level Elective

### J-Term 3

Career Preparation
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# FILM AND TELEVISION (B.A.) 4-YEAR PLAN

## Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 103	COM 103	COM 108
COM 150	COM 145	COM 130	COM 130
DBR 100	DJC 100	COM 145	COM 150
DSS 100	DSS 100	DSL 100	DQR 100
DQR 100	DSL 100	DJC 100	DBR 100

### J-Term 1

Citizenship Project
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## Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 215	COM 215	COM 227	COM 227
COM 255	COM 202	COM 202	COM 255
DSS 200	DJC 200	DJC 200	DSS 200
DQR 200	DSL 200	DSL 200	DQR 200
DBR 200	Elective	Elective	DBR 200

### J-Term 2

Language & Culture
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## Year 3

FALL		SPRING	
COM 310		COM 315	
COM 335		DSL 300	
DBR 300		DJC 300	
DQR 300		Elective	
Elective		Elective	

### J-Term 3

Optional
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## Year 4

FALL		SPRING	
COM 307		COM 465	
DSL 400		COM 484	
DSS 400		DBR 400	
Upper Level Elective		DQR 400	
Optional Elective		Optional Elective	

### J-Term 4

Career Preparation
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## BACHELOR OF ARTS (B.A.)

### MAJOR: INTERDISCIPLINARY PROGRAM

The Interdisciplinary Program provides an opportunity for students to design a major that more closely meets their professional and career objectives by selecting multiple areas of concentration. The major is composed of (1) a set of four common courses that provides foundational knowledge in communication media, (2) one upper-level communication elective and (3) two specializations (minors) from the following list:

Advertising  
Communication Studies  
Digital Art and Design  
Drama  
Emerging Media  
Film  
Musical Theater  
Multimedia Journalism  
Photography  
Public Relations  
Television

The Interdisciplinary Program is intended for students who are interested in identifying and organizing media-related specialties in new and innovative ways and who seek to create unique programs of study in communication and media.

As with all undergraduate students who select a major in the College of International Communication, they may also choose to declare a minor program of study. Accordingly, Interdisciplinary Program students have the option of concentrating in three academic areas: two specializations and one minor.

UNIVERSITY CORE CURRICULUM REQUIREMENTS*		60 CREDITS*
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DSS 400	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
CIC CORE REQUIREMENTS		12 CREDITS
___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 475	SENIOR COMMUNICATION CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3
COMMUNICATION ELECTIVE		3 CREDITS
___ COM/GVC	300 or 400 ELECTIVE	3
SPECIALIZATIONS (SEE COURSE REQUIREMENTS FOR UNDERGRADUATE MINORS ON PAGE 172)		30 CREDITS
SPECIALIZATION I (SELECTED BY STUDENT)		15
SPECIALIZATION II (SELECTED BY STUDENT)		15
FREE ELECTIVES*		15 CREDITS*
___ FREE ELECTIVE		15
<b>TOTAL CREDITS 120</b>		

\*Depending on which specializations are selected, university core requirements may be fewer than 60, and, correspondingly, the number of electives may be greater.

## BACHELOR OF ARTS (B.A.)

### MAJOR: MULTIMEDIA JOURNALISM

The Multimedia Journalism program emphasizes the “hands on” practice of journalism across all media with a curriculum that recognizes the field’s expansion beyond its traditional boundaries. Journalism in the 21<sup>st</sup> century embraces new and emerging media technologies, expanded opportunities for nonfiction storytelling, and developing reporting techniques and concepts. Interactivity, user-provided content, mobile devices and evolving media, including blogs, Google News, YouTube, Facebook and Twitter continue to alter accepted notions of news cycle and coverage.

The Multimedia Journalism curriculum offers students an opportunity for training and practical experience in news, investigative and feature reporting in a variety of forms. The program is designed to equip students with the skills necessary to provide content in written and visual forms for use in broadcast, print and Internet-delivered media, as well as performance technique.

Students interested in using the communication media to find and tell stories of importance and engage the audience in the development of history will find the Multimedia Journalism major an opportunity to enter a vital profession with a global reach and a worthy goal: an informed citizenry.

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>54 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

<b>CIC CORE REQUIREMENTS</b>	<b>12 CREDITS</b>
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___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 483	MULTIMEDIA JOURNALISM CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3

<b>MAJOR REQUIREMENTS</b>	<b>33 CREDITS</b>
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___ COM 106	INTRODUCTION TO SOCIAL MEDIA	3
___ COM 110	JOURNALISM I	3
___ COM 214	JOURNALISM II	3
___ COM 227	VIDEOGRAPHY	3
___ COM 255	FILM AND VIDEO EDITING	3
___ COM 304	INVESTIGATIVE JOURNALISM (ALSO MEETS DJCG 300 REQUIREMENT)	3
___ COM 314	ADVANCED MULTIMEDIA JOURNALISM	3
___ COM 350	COMMUNICATION LAW AND ETHICS (ALSO MEETS DJCA 300 REQUIREMENT)	3
___ COM 390	PHOTOJOURNALISM	3
___ COM 414	DOCUMENTARY PRODUCTION (ALSO MEETS DSSA 400 REQUIREMENT)	3
___ GVC 220	DIGITAL LAYOUT AND DESIGN	3

<b>FREE ELECTIVES</b>	<b>21 CREDITS</b>
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___ FREE ELECTIVE (300+)	6
___ FREE ELECTIVE	15

**TOTAL CREDITS 120**



# MULTIMEDIA JOURNALISM (B.A.)

## 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 110	COM 106	COM 106
COM 110	DJC 100	DJC 100	COM 108
DSS 100	DSS 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 214	COM 214	COM 202	COM 255
COM 255	COM 310	COM 227	COM 227
GVC 220	GVC 220	COM 310	COM 202
DBR 200	DBR 200	DSL 300	DSL 300
DSS 200	DSS 200	DBR 300	DBR 300
DQR 300	DQR 300	Upper Level Elective	Upper Level Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL	SPRING
COM 314	COM 304
COM 350	COM 483
COM 390	DBR 400
COM 414	DSL 400
DQR 400	Elective
Upper Level Elective	Elective

### J-Term 3

Career Preparation
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# MULTIMEDIA JOURNALISM (B.A.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	COM 110	COM 106	COM 106
COM 110	DJC 100	DJC 100	COM 108
DSS 100	DSS 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 214	COM 214	COM 227	COM 255
GVC 220	COM 202	COM 255	COM 227
DBR 200	GVC 220	COM 202	DBR 200
DSS 200	DJC 200	DSL 200	DQR 200
DQR 200	DSL 200	DJC 200	DSS 200

### J-Term 2

Language & Culture
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### Year 3

FALL	SPRING
COM 310	COM 304
COM 390	COM 314
DSL 300	DBR 300
DQR 300	Elective
Upper Level Elective	Elective

### J-Term 3

Optional
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### Year 4

FALL	SPRING
COM 350	COM 483
COM 414	DBR 400
DQR 400	DSL 400
Upper Level Elective	Elective
Optional Elective	Optional Elective

### J-Term 4

Career Preparation
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## MAJOR: DIGITAL ART AND DESIGN

### BACHELOR OF SCIENCE (B.S.)

The 21<sup>st</sup> century is witnessing a transformational shift throughout society toward digital and visual media. In the years ahead, Digital Art and Design – a comprehensive program that includes the traditional fields of graphic design, photography and animation, along with the new areas of motion capture and 3D printing – offers students the opportunity to develop the necessary digitally-based skill-sets for successful careers in the visually dominant art and design communities, as well as the visual side of the entertainment and information industries.

The Digital Art and Design program combines foundational and advanced instruction and practice in a wide variety of visual design fields across a broad range of media. Utilizing the new and emerging design tools merged with traditional graphic design principles, creative still and motion photography, digital animation and 3D design along with historical 2D design principles enhance opportunities for groundbreaking visual designs.

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>57 CREDITS</b>
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___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DBR 300	DIALOGUE OF BELIEF & REASON	3
___ DBR 400	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 300	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DQR 300	QUANTITATIVE REASONING	3
___ DQR 400	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ DSL 300	SCIENTIFIC LITERACY	3
___ DSL 400	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

<b>CIC CORE REQUIREMENTS</b>	<b>12 CREDITS</b>
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___ COM 108	MEDIA LITERACY	3
___ COM 202	COMMUNICATION STRATEGIES AND PERFORMANCE	3
___ COM 310	APPLIED MEDIA (ALSO MEETS DSSA 300 REQUIREMENT)	3
___ COM 482	DIGITAL ART AND DESIGN CAPSTONE (ALSO MEETS DJCG 400 REQUIREMENT)	3

<b>MAJOR REQUIREMENTS</b>	<b>33 CREDITS</b>
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___ GVC 122	DRAWING AND DESIGN	3
___ GVC 165	DIGITAL PHOTOGRAPHY	3
___ GVC 220	DIGITAL LAYOUT AND DESIGN	3
___ GVC 235	WEB DESIGN	3
___ COM 255	FILM AND VIDEO EDITING	3
___ GVC 340	DIGITAL ILLUSTRATION	3
___ GVC 342	APPLIED PHOTOGRAPHY	3
___ GVC 350	ADVERTISING, DESIGN AND PRODUCTION	3
___ GVC 360	DIGITAL IMAGING	3
___ GVC 405	DIGITAL COMPOSITING	3
___ GVC 442	ADVANCED DIGITAL ART (ALSO MEETS DSSG 400 REQUIREMENT)	3

<b>FREE ELECTIVES</b>	<b>18 CREDITS</b>
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___ FREE ELECTIVE	18
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**TOTAL CREDITS 120**

## DIGITAL ART AND DESIGN (B.S.) 3-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	DJC 100	DJC 100	COM 108
GVC 122	GVC 165	GVC 165	GVC 122
DSS 100	DSS 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
SUMMER: DJC 200, DQR 200, DSL 200

### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 202	COM 255	COM 255	COM 202
GVC 220	GVC 220	GVC 342	GVC 342
GVC 235	GVC 235	DBR 300	DBR 300
DBR 200	DBR 200	DJC 300	DJC 300
DSS 200	DSS 200	DQR 300	DQR 300
DSL 300	DSL 300	Elective	Elective

### J-Term 2

Language & Culture and Elective
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### Year 3

FALL	SPRING
COM 310	COM 482
GVC 340	GVC 350
GVC 360	GVC 405
Elective	GVC 442
DSL 400	DBR 400
DQR 400	Elective

### J-Term 3

Career Preparation
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# DIGITAL ART AND DESIGN (B.S.)

## 4-YEAR PLAN

### Year 1

FALL		SPRING	
Track A	Track B	Track A	Track B
COM 108	DSS 100	DJC 100	COM 108
GVC 122	GVC 165	GVC 165	GVC 122
DSS 100	DJC 100	DSL 100	DBR 100
DQR 100	DSL 100	Elective	DQR 100
DBR 100	Elective	Elective	Elective

### J-Term 1

Citizenship Project
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### Year 2

FALL		SPRING	
Track A	Track B	Track A	Track B
GVC 220	COM 255	GVC 235	DBR 200
DSS 200	GVC 235	COM 255	GVC 220
COM 202	DSL 200	DSL 200	COM 202
DBR 200	DJC 200	DJC 200	DSS 200
DQR 200	Elective	Elective	DQR 200

### J-Term 2

Language & Culture
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### Year 3

FALL		SPRING	
GVC 340		GVC 342	
GVC 360		GVC 350	
DSL 300		DBR 300	
DJC 300		DQR 300	
Elective		COM 310	

### J-Term 3

Optional
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### Year 4

FALL		SPRING	
COM 482		GVC 405	
Elective		GVC 442	
DQR 400		DBR 400	
Elective		DSL 400	
Optional Elective		Optional Elective	

### J-Term 4

Career Preparation
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## UNDERGRADUATE MINORS

Students pursuing the bachelor's degree in other colleges and/or academic programs at Lynn University may complete a minor in the College of International Communication. The minor curriculum requires students to complete five courses/15 credits.

### MINOR IN ADVERTISING 15 CREDITS

___ COM 115	INTRODUCTION TO ADVERTISING AND PUBLIC RELATIONS	3
___ COM 342	ADVERTISING AND PUBLIC RELATIONS MANAGEMENT	3
___ COM 375	ADVERTISING, PUBLIC RELATIONS AND SOCIETY	3
___ COM 492	STRATEGIES IN ADVERTISING RESEARCH	3
___ GVC 220	DIGITAL LAYOUT AND DESIGN	3

### MINOR IN COMMUNICATION 15 CREDITS

___ COM 125	INTERPERSONAL COMMUNICATION	3
___ COM 130	FILM APPRECIATION	3
___ COM 341	PERSUASION AND PROPAGANDA	3
___ COM 436	GENDER COMMUNICATION	3
___ COM 451	INTERCULTURAL COMMUNICATION	3

### MINOR IN DRAMA 15 CREDITS

___ COM 103	ACTING I	3
___ COM 203	ACTING II	3
___ COM 313	THEATRICAL DESIGN & PRODUCTION	3
___ COM 383	RADIO & VOICE-OVER PERFORMANCE	3
___ COM 413	PERFORMANCE FOR THE CAMERA	3

### MINOR IN EMERGING MEDIA 15 CREDITS

___ COM 106	INTRODUCTION TO SOCIAL MEDIA	3
___ COM 244	DEVELOPMENT OF TECHNOLOGY IN COMMUNICATION	3
___ COM 305	IMPACT OF DEVELOPING MEDIA ON SOCIETY	3
___ COM 350	COMMUNICATION LAW AND ETHICS	3
___ COM 444	STRATEGIES IN NEW MEDIA USE	3

### MINOR IN FILM 15 CREDITS

___ COM 130	FILM APPRECIATION	3
___ COM 150	FILM PRODUCTION	3
___ COM 307	ADVANCED FILM & VIDEO PRODUCTION	3
___ COM 315	WRITING FOR FILM AND TV	3
___ COM 465	FILM AND VIDEO PRACTICUM	3

### MINOR IN DIGITAL ART AND DESIGN 15 CREDITS

___ GVC 122	DRAWING AND DESIGN <u>or</u>	
___ GVC 165	DIGITAL PHOTOGRAPHY	3
___ GVC 220	DIGITAL LAYOUT AND DESIGN	3
___ GVC 340	DIGITAL ILLUSTRATION	3
___ GVC 360	DIGITAL IMAGING	3
___ GVC 405	DIGITAL COMPOSITING	3

### MINOR IN MULTIMEDIA JOURNALISM 15 CREDITS

___ COM 110	JOURNALISM I	3
___ COM 214	JOURNALISM II	3
___ COM 310*	APPLIED MEDIA	3
___ COM 314	ADVANCED MULTIMEDIA JOURNALISM	3
___ COM 414	DOCUMENTARY PRODUCTION	3

\*Students who complete COM 310 as a CIC core requirement should complete 6 credits of COM 314.

### MINOR IN MUSICAL THEATER 15 CREDITS

___ COM 118	MUSICAL THEATER PERFORMANCE I	3
___ COM 218	MUSICAL THEATER PERFORMANCE II	3
___ COM 405	APPLIED VOICE (Students take the course three times)	1
___ COM 416	APPLIED DANCE (Students take the course three times)	1
___ COM 420	MUSICAL THEATER STUDIO (Students take the course three times)	1

### MINOR IN PHOTOGRAPHY 15 CREDITS

___ GVC 165	DIGITAL PHOTOGRAPHY	3
___ COM 227	VIDEOGRAPHY	3
___ GVC 342	APPLIED PHOTOGRAPHY	3

__ GVC 360	DIGITAL IMAGING	3
__ GVC 442	ADVANCED DIGITAL ART	3
<b>MINOR IN PUBLIC RELATIONS</b>		<b>15 CREDITS</b>
__ COM 115	INTRODUCTION TO ADVERTISING AND PUBLIC RELATIONS	3
__ COM 116	PUBLIC RELATIONS PLANNING AND STRATEGY	3
__ COM 341	PERSUASION AND PROPAGANDA	3
__ COM 342	ADVERTISING AND PUBLIC RELATIONS MANAGEMENT	3
__ COM 440	PUBLIC RELATIONS CAMPAIGNS	3
<b>MINOR IN SOCIAL MEDIA</b>		<b>15 CREDITS</b>
__ COM 106	INTRODUCTION TO SOCIAL MEDIA	3
__ COM 208	SOCIAL MEDIA PRACTICES	3
__ COM 308	SOCIAL MEDIA ANALYTICS	3
__ COM 375	ADVERTISING, PUBLIC RELATIONS AND SOCIETY	3
__ COM 480	COMMUNICATION INTERNSHIP [IN APPLIED SOCIAL MEDIA]	3
<b>MINOR IN TELEVISION</b>		<b>15 CREDITS</b>
__ COM 145	TELEVISION PRODUCTION	3
__ COM 255	FILM AND VIDEO EDITING	3
__ COM 383	RADIO & VOICE-OVER PERFORMANCE	3
__ COM 414	DOCUMENTARY PRODUCTION	3
__ COM 465	FILM AND VIDEO PRACTICUM	3



# CONSERVATORY OF MUSIC

## MISSION STATEMENT

The mission of the Conservatory of Music at Lynn University is to provide high-quality professional education for gifted young musicians and set a superior standard for music education worldwide. Primary among the goals of the Conservatory is the nurture and education of the student body with a thorough attention to musicianship, artistry and skills needed to be competitive in the field of music performance. The aim is to train instrumental music students of high achievement through intensive programs of study in order to prepare them for performance careers. In addition, the Conservatory of Music offers a major in music composition. The Conservatory faculty forms a community of exceptionally accomplished and dedicated individuals striving toward similar goals. The artist-faculty maintain active performance careers and bring their experience and expertise to the aspiring student body.

The Conservatory offers baccalaureate and post-baccalaureate level programs of study to music students who have previous extensive preparation in musical performance and/or composition. The program focuses on rigorous, professional instruction and offers a full and progressive curriculum leading to the Bachelor of Music degree, Professional Performance Certificate or Master of Music degree. Students are selected for enrollment from across the United States and globally through a stringent audition process. Artistic talent and ability, along with potential for growth, are the primary criteria for admission. Following are the requirements for obtaining degrees from the Conservatory:



# UNDERGRADUATE PROGRAM

## BACHELOR OF MUSIC (B.M.)

### MAJOR: PERFORMANCE/PIANO

This is a four-year program of study for students of piano. The curriculum for this major combines courses in advanced music performance, music academics, music skills and general academics and prepares students both for employment in the professional world and to continue their education at the graduate level.

UNIVERSITY CORE CURRICULUM REQUIREMENTS		36 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
MAJOR REQUIREMENTS		79 CREDITS
___ MUS 201	APPLIED INSTRUMENT: Fr-So (4 semesters-3 credits)	12
___ MUS 401	APPLIED INSTRUMENT: Jr-Sr (4 semesters-4 credits)	16
___ MUG 301	BASIC CONDUCTING	2
___ MUG 329	PEDAGOGY	2
___ MUH 350	MUSIC OF THE MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS	3
___ MUH 351	MUSIC OF THE CLASSICAL AND ROMANTIC PERIODS	3
___ MUH 352	MUSIC OF THE TWENTIETH CENTURY	3
___ MUH 367	SURVEY OF WORLD MUSIC	3
___ MUR 300	JUNIOR RECITAL	0
___ MUR 301	PERFORMANCE FORUM (8 semesters-0 credit)	0
___ MUR 400	SENIOR RECITAL	0
___ MUS 311	SMALL ENSEMBLE (7 semesters-1 credit)	7
___ MUT 150-251	EAR TRAINING I-IV	4*
___ MUT 200-301	FUNDAMENTALS OF MUSIC I-IV	12*
___ MUT 374 or 375	MUSIC THEORY ELECTIVE	3
___ MUP 313-414	KEYBOARD SKILLS FOR PIANISTS I-IV	4*
___ MUP 325	PIANO LITERATURE	3
___ JTERM 4	INTENSIVE ARTS	2
ELECTIVES		5 CREDITS
___	FREE ELECTIVE(S)	5

**TOTAL CREDITS 120**

\*Credits may be awarded through placement examination.

**PERFORMANCE/ PIANO (B.M.)  
4-YEAR PLAN**

**Year 1**

FALL	SPRING
MUR 301	MUR 301
MUS 201	MUS 201
MUS 311	MUS 311
MUT 150, 200	MUT 151, 201
(1) 100 Level Dialogue	(2) 100 Level Dialogue
J-Term 1: Citizenship Project	

**Year 2**

FALL	SPRING
MUH 350	MUH 351
MUR 301	MUR 301
MUS 201, 311	MUS 201, 311
MUT 250, 300	MUT 251, 301
(1) 100 Level Dialogue	(1) 100 Level Dialogue
J-Term 2: Language & Culture	

**Year 3**

FALL	SPRING
	MUG 301
MUP 313	MUH 352
MUR 301	MUP 314
MUS 311, 401	MUR 300, 301
MUT 374 or 375	MUS 311, 401
(2) 200 Level Dialogue	(1) 200 Level Dialogue
J-Term 3 : Career Preparation	

**Year 4**

FALL	SPRING
MUG 329	MUH 367
MUP 325, 413	MUP 414
MUR 301	MUR 301, 400
MUS 401	MUS 311, 401
(1) 200 Level Dialogue	(1) 200 Level Dialogue
Elective	Elective
J-Term 4 : Intensive Arts	







## BACHELOR OF MUSIC (B.M.)

### MAJOR: PERFORMANCE/STRINGS, WINDS, BRASS, HARP & PERCUSSION

This is a four-year program of study for students of violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, French horn, trombone, bass trombone, tuba, harp or percussion. The curriculum for this major combines courses in advanced music performance, music academics, music skills and general academics and prepares students both for employment in the professional world and to continue their education at the graduate level.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 36 CREDITS

___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2

#### MAJOR REQUIREMENTS 85 CREDITS

___ MUS 201	APPLIED INSTRUMENT: Fr-So (4 semesters-3 credits)	12
___ MUS 401	APPLIED INSTRUMENT: Jr-Sr (4 semesters-4 credits)	16
___ MUG 301	BASIC CONDUCTING	2
___ MUG 329	PEDAGOGY	2
___ MUH 350	MUSIC OF THE MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS	3
___ MUH 351	MUSIC OF THE CLASSICAL AND ROMANTIC PERIODS	3
___ MUH 352	MUSIC OF THE TWENTIETH CENTURY	3
___ MUH 367	SURVEY OF WORLD MUSIC	3
___ MUR 300	JUNIOR RECITAL	0
___ MUR 301	PERFORMANCE FORUM (8 semesters-0 credit)	0
___ MUR 400	SENIOR RECITAL	0
___ MUS 311	SMALL ENSEMBLE (8 semesters-1 credit)	8
___ MUT 150-251	EAR TRAINING I-IV	4*
___ MUT 200-301	FUNDAMENTALS OF MUSIC I-IV	12*
___ MUT 374 or 375	MUSIC THEORY ELECTIVE	3
___ MUS 131-232	SECONDARY PIANO I-IV	4*
___ MUS 321	LARGE ENSEMBLE (8 semesters-1 credit)	8
___ MUS 325	ORCHESTRAL REPERTOIRE (8 semesters-0 credit) (Winds, Brass & Percussion only)	0
___ JTERM 4	INTENSIVE ARTS	2

\*Credits may be awarded through placement examination.

**TOTAL CREDITS 121**

# PERFORMANCE/ STRINGS, WINDS, BRASS, HARP & PERCUSSION (B.M.) 4-YEAR PLAN

## Year 1

FALL	SPRING
MUR 301	MUR 301
MUS 131, 201	MUS 132, 201
MUS 311, 321, 325	MUS 311, 321, 325
MUT 150, 200	MUT 151, 201
(1) 100 Level Dialogue	(2) 100 Level Dialogue
J-Term 1: Citizenship Project	

## Year 2

FALL	SPRING
MUH 350	MUH 351
MUR 301	MUR 301
MUS 201, 231	MUS 201, 232
MUS 311, 321, 325	MUS 311, 321, 325
MUT 250, 300	MUT 251, 301
(1) 100 Level Dialogue	(1) 100 Level Dialogue
J-Term 2: Language & Culture	

## Year 3

FALL	SPRING
	MUG 301
MUR 301	MUH 352
MUS 311, 321, 325, 401	MUR 300, 301
MUT 374 or 375	MUS 311, 321, 325, 401
(2) 200 Level Dialogue	
	(1) 200 Level Dialogue
J-Term 3: Career Preparation	

## Year 4

FALL	SPRING
MUG 329	MUH 367
MUR 301	MUR 301, 400
MUS 311, 321, 325	MUS 311, 321, 325
MUS 401	MUS 401
(1) 200 Level Dialogue	(1) 200 Level Dialogue
J-Term 4: Intensive Arts	



## BACHELOR OF MUSIC (B.M.)

### MAJOR: COMPOSITION

This is a four-year program of study for students of music composition. The curriculum for this major includes courses in music academics, music skills, music theory/music history electives, general academics and intensive private instruction in composition. This degree program prepares students to continue their education at the graduate level.

UNIVERSITY CORE CURRICULUM REQUIREMENTS		36 CREDITS
___ DBR 100	DIALOGUE OF BELIEF & REASON	3
___ DBR 200	DIALOGUE OF BELIEF & REASON	3
___ DJC 100	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DJC 200	DIALOGUE OF JUSTICE & CIVIC LIFE	3
___ DSS 100	DIALOGUE OF SELF & SOCIETY	3
___ DSS 200	DIALOGUE OF SELF & SOCIETY	3
___ DQR 100	QUANTITATIVE REASONING	3
___ DQR 200	QUANTITATIVE REASONING	3
___ DSL 100	SCIENTIFIC LITERACY	3
___ DSL 200	SCIENTIFIC LITERACY	3
___ JTERM 1	CITIZENSHIP PROJECT	2
___ JTERM 2	LANGUAGE AND CULTURE	2
___ JTERM 3	CAREER PREPARATION	2
MAJOR REQUIREMENTS		78 CREDITS
___ MUS 201	APPLIED INSTRUMENT: Fr-So (4 semesters-3 credits)	12
___ MUS 401	APPLIED INSTRUMENT: Jr-Sr (4 semesters-3 credits)	16
___ MUG 297	INDEPENDENT STUDY: ORCHESTRATION	2
___ MUG 297	INDEPENDENT STUDY: ELECTRONIC MUSIC	2
___ MUG 301	BASIC CONDUCTING	2
___ MUH 350	MUSIC OF THE MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS	3
___ MUH 351	MUSIC OF THE CLASSICAL AND ROMANTIC PERIODS	3
___ MUH 352	MUSIC OF THE TWENTIETH CENTURY	3
___ MUH 367	SURVEY OF WORLD MUSIC	3
___ MUR 301	PERFORMANCE FORUM (8 semesters-0 credit)	0
___ MUR 400	SENIOR RECITAL	0
___ MUS 131-232	SECONDARY PIANO I-IV and/or	
___ MUS 100	ELECTIVE IN INSTRUMENTAL LESSONS	8*
___ MUT 150-251	EAR TRAINING I-IV	4**
___ MUT 200-301	FUNDAMENTALS OF MUSIC I-IV	12**
___ MUT 374	ADVANCED COUNTERPOINT AND FUGUE	3
___ MUT 375	TONAL COMPOSITION	3
___ JTERM 4	INTENSIVE ARTS	2
ELECTIVES		6 CREDITS
___ FREE ELECTIVES		6

**TOTAL CREDITS 120**

\*Students are required to take eight semesters of instruction in piano. The first four semesters of this study will be either MUS 131-232 Secondary Piano I-IV or MUS 100 Elective in Instrumental Lessons (Piano) based on placement examination.

\*\*Credits may be awarded through placement examination.

# COMPOSITION (B.M.) 4-YEAR PLAN

## Year 1

FALL	SPRING
MUR 301	MUR 301
MUS 131 or MUS 100	MUS 132 OR MUS 100
MUS 201	MUS 201
MUT 150, 200	MUT 151, 201
(2) 100 Level Dialogue	(2) 100 Level Dialogue

### J-Term 1

Citizenship Project
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## Year 2

FALL	SPRING
MUH 350	MUH 351
MUR 301	MUR 301
MUS 201, 231	MUS 201, 232
MUT 250, 300	MUT 251, 301
(1) 100 Level Dialogue	(1) 200 Level Dialogue

### J-Term 2

Language & Culture
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## Year 3

FALL	SPRING
MUG 297	MUG 301
MUR 301	MUH 352
MUS 100, 401	MUR 301
MUT 374	MUS 100, 401
(1) 200 Level Dialogue	(1) 200 Level Dialogue

### J-Term 3

Career Preparation
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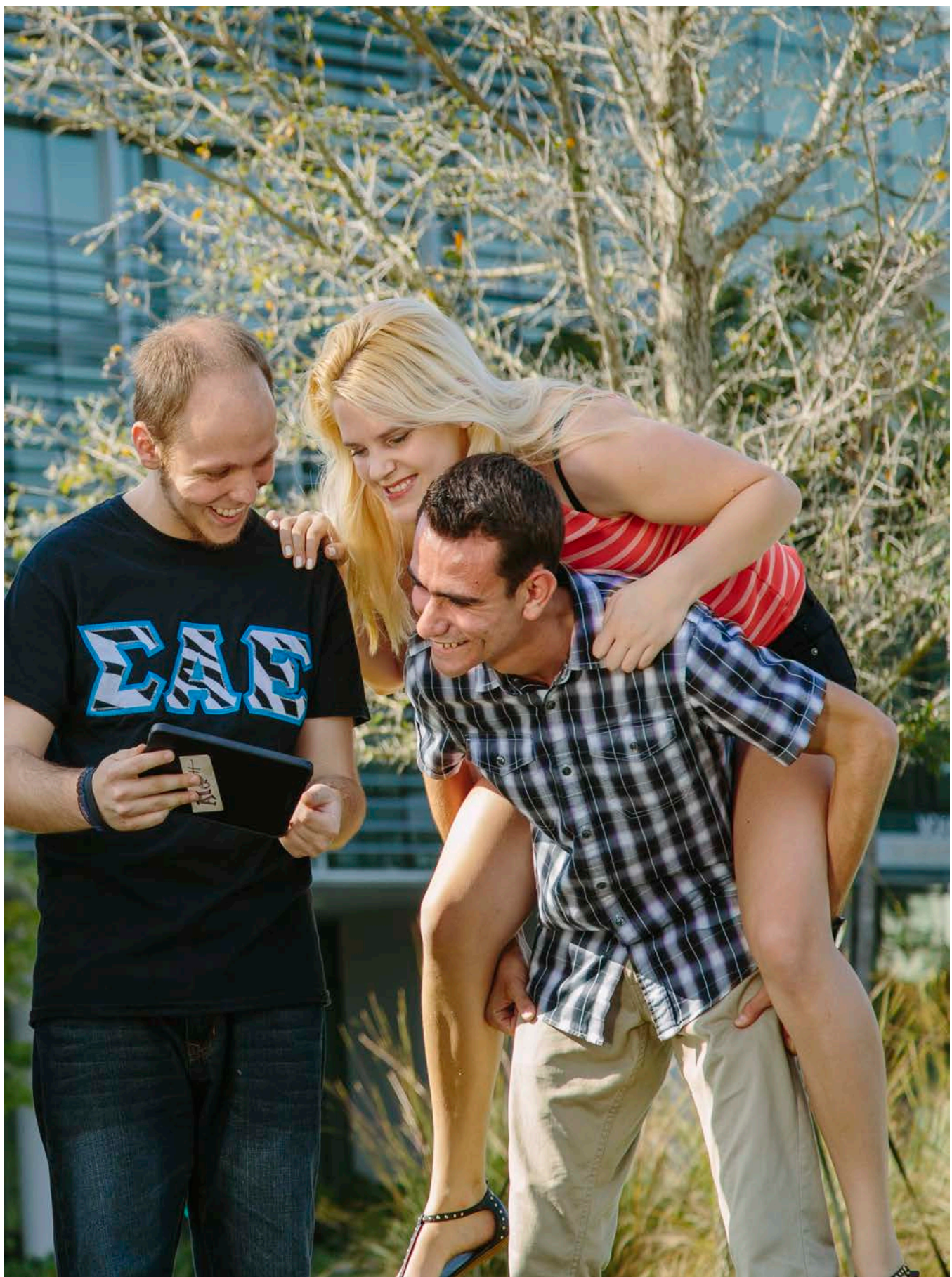
## Year 4

FALL	SPRING
MUG 297	Elective
MUR 301	MUH 367
MUS 100, MUS 401	MUR 301, 400
MUT 375	MUS 100, 401
(1) 200 Level Dialogue	(1) 200 Level Dialogue
Elective	Elective

### J-Term 4

Intensive Arts
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## Chapter VIII. Section 2.

# iLynn Division

Recognizing the unique learning needs and previous educational and professional experiences of adult and non-traditional learners the iLynn Division offers students the opportunity to complete their undergraduate education in a curriculum and delivery model designed to meet their specific needs.

## Undergraduate Curriculum

### GENERAL EDUCATION AND STUDY IN THE MAJOR

#### Perspectives and Academic Skills

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

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

#### Perspectives

- Acquisition of an outlook that shows reflective respect for individual differences, diversity of opinion and thought, multicultural and global awareness, and breadth and depth of learning.
- Ability to cultivate the development of values and ethical consciousness for responsible participation in a complex, changing society.
- Awareness of and appreciation for people, cultures and contemporary issues in preparation for participation in global transformations.
- Breadth of learning in a variety of disciplines that informs judgments and encourages inquiry.
- Depth and application of learning in a discipline or group of disciplines (mastery of specialized knowledge) to effectively serve and lead in a chosen profession.
- Preparation for positions of responsibility and leadership as productive global citizens who value lifelong learning.

#### Academic Skills

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

## Evening Student Core Curriculum

### Lower Division Core Courses:

ENG 101	English Composition	3
HUM XXX	Humanities Elective	3
CMS 200	Computer Applications or Equivalent	3
PSY, SOC, or CRJ	Behavioral or Social Science Elective	3
IRPS or HIS	International Relations or History Elective	3
MAT XXX	College Level Math	3

### Upper Division Core Courses:

DJC 301	Critical Thinking & Writing	3
DSS 301	Presentational Communication & Technology	3
DQR 401	Quantitative Reasoning	3
DSL 301	Scientific Literacy: Contemporary Issues in Science	3
HUM 420	Ethical Decision Making	3

<b>Total Credits</b>	<b>33</b>
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## VARIABLE CONTENT COURSES

A course passed more than twice cannot count towards financial aid eligibility. However, the following are variable content courses and may be taken multiple times towards degree completion.

BUS 297	INDEPENDENT STUDY
BUS 370	BUSINESS - SPECIAL TOPICS
BUS 371	FASHION INDUSTRY TOUR
BUS 397	INDEPENDENT STUDY
BUS 497	INDEPENDENT STUDY
BUS 498	BUSINESS INTERNSHIP I
BUS 499	BUSINESS INTERNSHIP II
COM 299	TOPICS IN COMMUNICATION
COM 399	ISSUES IN COMMUNICATION
CRJ 495	SPECIAL TOPICS IN CRIMINAL JUSTICE
ENG 420	TOPICS IN LITERATURE
ENV 490	SEMINAR IN ENVIRONMENTAL STUDIES
FOR 490	SEMINAR IN FORENSIC SCIENCE
GVC 399	ISSUES IN GRAPHICS AND VISUAL COMMUNICATION
HA 490	HOSPITALITY INTERNSHIP
HA493	ADVANCED INTERNSHIP IN RESORT & HOTEL MANAGEMENT
HA 494	ADVANCED INTERNSHIP IN SPORTS MANAGEMENT
HIS 482	HISTORY SEMINAR
IRPS 495	SPECIAL PROJECTS/INTERNSHIPS
MUG 297	INDEPENDENT STUDY
MUG 390	MUSIC INTERNSHIP
MUR 301	PERFORMANCE FORUM
MUS 100	ELECTIVE IN INSTRUMENTAL LESSON
MUS 201	APPLIED INSTRUMENT
MUS 311	SMALL ENSEMBLE
MUS 321	LARGE ENSEMBLE
MUS 323	WIND ENSEMBLE
MUS 325	ORCHESTRAL REPERTOIRE
MUS 401	APPLIED INSTRUMENT
POL 490	SEMINAR IN POLITICAL SCIENCE
PSY 490	SEMINAR IN PSYCHOLOGY
SCI 495	SPECIAL TOPICS IN SCIENCE

# COLLEGE OF ARTS AND SCIENCES

## BACHELOR OF ARTS (B.A.)

### MAJOR: CRIMINAL JUSTICE

The Criminal Justice degree is an interdisciplinary degree that introduces students to the study of agencies, personnel, philosophies, procedures and methods that comprise the criminal justice system in the United States. The Criminal Justice program is designed to expose students to various aspects of existing law enforcement systems, judicial systems and correctional systems within an ethical and constitutional context.

The Criminal Justice program is designed to provide a curriculum that focuses on interpreting norms, mores, laws and rules that govern behavior in a civil society and that helps students develop a general understanding of a systems process within criminal justice. The program introduces students to diverse crime and causation theories, emphasizes the critical examination and evaluation of the ethical implications of various societal issues, and enhances effective written and oral communication skills as well as mathematical computations, quantitative reasoning, information literacy, intellectual strategies and computer use.

The Criminal Justice program is consistent with the vision and mission of Lynn University in that its academic programs reflect the importance of global transformation, multicultural awareness and international exchange and include the breadth and depth that are a basis for competencies in all programs.

Through the Criminal Justice program, students become able to describe the agencies and processes involved in criminal justice administration; explain the Bill of Rights and the impact on criminal justice system defendants; describe the nature, extent, etiology and control of law-breaking behavior; and compare and contrast the law enforcement systems of countries throughout the world.

Criminal Justice students learn to describe the structure and process of the American judicial system from a local, state and federal perspective; explain how gender affects women as offenders, victims and professionals in the criminal justice system; and analyze diverse ethical issues encountered in the criminal justice profession. These issues include discretion, affirmative action, use of deadly force, misconduct, civil disobedience, undercover operations and privacy. The program also helps students develop independent research study in the criminal justice field.

Graduates of the Criminal Justice program are able to apply ethical values in a diverse, complex and interconnected society and leave Lynn University with the knowledge, confidence, competencies and ethical consciousness to assume positions of responsibility and leadership.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 33 CREDITS

##### Lower Division Core Courses:

ENG 101	English Composition	3
HUM XXX	Humanities Elective	3
CMS 200	Computer Applications or Equivalent	3
CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
IRPS/HIS XXX	International Relations or History Elective	3
MAT XXX	College Level Math	3

##### Upper Division Core Courses:

DJC 301	Critical Thinking & Writing	3
DSS 301	Presentational Communication & Technology	3
DQR 401	Quantitative Reasoning	3
DSL 301	Scientific Literacy: Contemporary Issues in Science	3
HUM 420	Ethical Decision Making	3

#### MAJOR REQUIREMENTS: CRIMINAL JUSTICE 42 CREDITS

___ POL 100	GEOPOLITICAL AFFAIRS	3
___ PSY 100	HUMAN BEHAVIOR	3
___ CRJ 101	INTRODUCTION TO CRIMINAL JUSTICE	3
___ FOR 130	INTRODUCTION TO FORENSIC SCIENCE	3
___ SOC 200	RESEARCH IN SOCIAL SCIENCES	3
___ CRJ 202	POLICING IN AMERICA	3
___ IRPS 220	GLOBAL HUMAN RIGHTS	3
___ CRJ 302	ISSUES IN CORRECTIONS	3
___ CRJ 330	LAW AND THE COURTS	3
___ CRJ 320	CRIMINOLOGY	3
___ SOC 335	CONTEMPORARY SOCIAL PROBLEMS	3
___ PSY 370	ABNORMAL PSYCHOLOGY	3
___ POL 495	CAPSTONE SOCIAL JUSTICE	3
___ CRJ 496	VICTIMOLOGY	3

#### FREE ELECTIVES 45 CREDITS

___ FREE ELECTIVE	36
___ UPPER LEVEL ELECTIVE (300+)	9

**TOTAL CREDITS 120**

## BACHELOR OF ARTS

### MAJOR: LIBERAL ARTS (B.A.)

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

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 33 CREDITS

##### Lower Division Core Courses:

ENG 101	English Composition	3
HUM XXX	Humanities Elective	3
CMS 200	Computer Applications or Equivalent	3
CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
IRPS/HIS XXX	International Relations or History Elective	3
MAT XXX	College Level Math	3

##### Upper Division Core Courses:

DJC 301	Critical Thinking & Writing	3
DSS 301	Presentational Communication & Technology	3
DQR 401	Quantitative Reasoning	3
DSL 301	Scientific Literacy: Contemporary Issues in Science	3
HUM 420	Ethical Decision Making	3

#### MAJOR REQUIREMENTS: LIBERAL ARTS 42 CREDITS

___POL 100	GEOPOLITICAL AFFAIRS	3
___PSY 100	HUMAN BEHAVIOR	3
___SOC 200	RESEARCH METHODS IN SOCIAL SCIENCE	3
___BUS 210	ENTREPRENEURSHIP AND INNOVATION	3
___IRPS 220	GLOBAL HUMAN RIGHTS	3
___HIS 230	SOCIAL AND POLITICAL HISTORY OF THE U.S.	3
___CRJ 330	LAW AND THE COURTS	3
___HUM 335	WORLD RELIGIONS	3
___SOC 335	CONTEMPORARY SOCIAL PROBLEMS	3
___PSY 360	SOCIAL PSYCHOLOGY	3
___ENG 420	TOPICS IN LITERATURE	3
___SOC 450	RACE AND ETHNICITY	3
___COM 451	INTER-CULTURAL COMMUNICATION	3
___IRPS 475	CONTEMPORARY ISSUES IN INTERNATIONAL RELATIONS	3

#### FREE ELECTIVES 45 CREDITS

___Electives	39
___Upper Level Elective (300+)	6

**TOTAL CREDITS 120**

## BACHELOR OF SCIENCE (B.S.)

### MAJOR: PSYCHOLOGY

The Bachelor of Science degree in Psychology is designed to expose students to the bio-psychological, developmental, cognitive and sociocultural domains of psychology, as well as research methodology. The student also comes to understand the relevance of psychology in contemporary society. This major prepares a student for employment in human services or for graduate school in counseling or psychology.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS

**33 CREDITS**

##### Lower Division Core Courses:

ENG 101	English Composition	3
HUM XXX	Humanities Elective	3
CMS 200	Computer Applications or Equivalent	3
CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
IRPS/HIS XXX	International Relations or History Elective	3
MAT XXX	College Level Math	3

##### Upper Division Core Courses:

DJC 301	Critical Thinking & Writing	3
DSS 301	Presentational Communication & Technology	3
DQR 401	Quantitative Reasoning	3
DSL 301	Scientific Literacy: Contemporary Issues in Science	3
HUM 420	Ethical Decision Making	3

#### MAJOR REQUIREMENTS: PSYCHOLOGY

**42 CREDITS**

___POL 100	GEOPOLITICAL AFFAIRS	3
___PSY 100	HUMAN BEHAVIOR	3
___PSY 200	ORIENTATION TO THE STUDY OF PSYCHOLOGY	3
___SOC 200	RESEARCH METHODS	3
___PSY 250	DEVELOPMENTAL PSYCHOLOGY	3
___PSY 260	PERSONALITY THEORY	3
___SOC 335	SOCIAL PROBLEMS	3
___PSY 355	COGNITIVE PSYCHOLOGY	3
___PSY 360	SOCIAL PSYCHOLOGY	3
___PSY 370	ABNORMAL PSYCHOLOGY	3
___PSY 420	PHYSIOLOGICAL PSYCHOLOGY	3
___PSY 460	EXPERIMENTAL PSYCHOLOGY	3
___PSY 480	CROSS CULTURAL PSYCHOLOGY	3
___PSY 495	CAPSTONE IN PSYCHOLOGY	3

#### FREE ELECTIVES

**45 CREDITS**

___FREE ELECTIVE	39
___UPPER LEVEL ELECTIVE (300+)	6

**TOTAL CREDITS 120**





# COLLEGE OF BUSINESS AND MANAGEMENT

## BACHELOR OF SCIENCE (B.S.)

### MAJOR: AVIATION MANAGEMENT

**MAJOR DESCRIPTION:** Among the College of Business Management's major options is the Burton D. Morgan School of Aeronautics—a world-class aviation academy with a state-of-the-art training facility. Designed to help fulfill the educational needs of the vast dynamic global air transportation industry, the school provides students with the education and training needed to successfully enter the aviation industry. Each of the Burton D. Morgan School of Aeronautics' tracks—including aircrew training, ground personnel and air industry management—provides a wide range of educational opportunities for Lynn students to obtain a prosperous career in the aeronautics industry. In addition to the Aviation Management courses, students can also pursue flight training elective courses to attain the licenses and ratings required to enter the industry as a professional pilot.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 33 CREDITS

___ ENG 101	English Composition	3
___ HUM XXX	Humanities Elective	3
___ CMS 200	Computer Applications or Equivalent	3
___ CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
___ IRPS/HIS XXX	International Relations or History Elective	3
___ MAT XXX	College Level Math	3

#### Upper Division Core Courses:

___ DJC 301	Critical Thinking & Writing	3
___ DSS 301	Presentational Communication & Technology	3
___ DQR 401	Quantitative Reasoning	3
___ DSL 301	Scientific Literacy: Contemporary Issues in Science	3
___ HUM 420	Ethical Decision Making	3

#### MAJOR REQUIREMENTS: AVIATION MANAGEMENT 63 CREDITS

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ AVM 102	AVIATION HISTORY	3
___ AVM 347	AVIATION OPERATIONS MANAGEMENT	3
___ AVM 431	GLOBAL AVIATION REGULATIONS AND LAW	3
___ AVM 482	AIR TRAFFIC BASICS	3
___ AVM 483	AVIATION TECHNOLOGIES	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPREUNERSHIP	3
___ BUS 255	FUNDAMENTALS OF E-BUSINESS	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 280	GLOBAL MANAGEMENT	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 324	PORTFOLIO MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL	3
___ BUS 460	BUSINESS STRATEGY	3
___ MKT 250	PRINCIPLES OF MARKETING	3
___ MKT 385	TRENDS IN eMARKETING	3

#### FREE ELECTIVES 24 CREDITS

**TOTAL 120 CREDITS**

## BACHELOR OF SCIENCE (B.S.)

### MAJOR: BUSINESS ADMINISTRATION

**MAJOR DESCRIPTION:** The Business Administration major requirements aim to provide breadth of knowledge in the discipline of business and its context, as well as learning activities that promote the integration of business knowledge. The Business Administration major incorporates all degree requirements including core curriculum and major requirements, as well as a significant number of credits to customize to personal preference.

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS

**33 CREDITS**

___ ENG 101	English Composition	3
___ HUM XXX	Humanities Elective	3
___ CMS 200	Computer Applications or Equivalent	3
___ CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
___ IRPS/HIS XXX	International Relations or History Elective	3
___ MAT XXX	College Level Math	3

#### Upper Division Core Courses:

___ DJC 301	Critical Thinking & Writing	3
___ DSS 301	Presentational Communication & Technology	3
___ DQR 401	Quantitative Reasoning	3
___ DSL 301	Scientific Literacy: Contemporary Issues in Science	3
___ HUM 420	Ethical Decision Making	3

#### MAJOR REQUIREMENTS: BUSINESS ADMINISTRATION

**48 CREDITS**

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPREUNERSHIP	3
___ BUS 255	FUNDAMENTALS OF E-BUSINESS	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 280	GLOBAL MANAGEMENT	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 324	PORTFOLIO MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL	3
___ BUS 460	BUSINESS STRATEGY	3
___ MKT 250	PRINCIPLES OF MARKETING	3
___ MKT 385	TRENDS IN eMARKETING	3

#### FREE ELECTIVES

**39 CREDITS**

At least one 3 credit upper level (300/400) class and 36 credits of general electives will be required.

**TOTAL 120 CREDITS**



## BACHELOR OF SCIENCE (B.S.)

### MAJOR: ENTREPRENEURSHIP

**MAJOR DESCRIPTION:** The Entrepreneurship major, as is the case with the other majors in the College of Business and Management, is designed to provide a solid foundation in managing organizations. In addition to the foundation, students will have the opportunity to learn the various issues/elements that relate to starting and operating one's own business.

<b>UNIVERSITY CORE CURRICULUM REQUIREMENTS</b>	<b>33 CREDITS</b>
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___ ENG 101	English Composition	3
___ HUM XXX	Humanities Elective	3
___ CMS 200	Computer Applications or Equivalent	3
___ CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
___ IRPS/HIS XXX	International Relations or History Elective	3
___ MAT XXX	College Level Math	3

**Upper Division Core Courses:**

___ DJC 301	Critical Thinking & Writing	3
___ DSS 301	Presentational Communication & Technology	3
___ DQR 401	Quantitative Reasoning	3
___ DSL 301	Scientific Literacy: Contemporary Issues in Science	3
___ HUM 420	Ethical Decision Making	3

<b>COLLEGE CORE REQUIREMENTS</b>	<b>48 CREDITS</b>
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___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL	3
___ BUS 460	BUSINESS STRATEGY	3
___ MKT 250	PRINCIPLES OF MARKETING	3
___ BUS 308	CORPORATE ENTREPRENEURSHIP	3
___ BUS 375	CREATIVITY AND INNOVATION	3
___ BUS 400	ENTREPRENEURIAL FINANCE	3
___ BUS 458	ENTREPRENEURSHIP IN PRACTICE	3
___ BUS 475	MERGERS, ACQUISITIONS, AND INTEGRATION	3

<b>FREE ELECTIVES</b>	<b>39 CREDITS</b>
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**TOTAL CREDITS 120**





## BACHELOR OF SCIENCE (B.S.)

### MAJOR: INTERNATIONAL BUSINESS

**MAJOR DESCRIPTION:** Do you dream of traveling the world as a high-level international executive? Or managing a corporate office in Shanghai, Dubai, Sao Paolo, or London? Perhaps you know that you want a business career, but can't decide on a specialty. This major gives you the ultimate flexibility, and Lynn University will give you the skills and knowledge to make that dream come true. You'll be ready to join our graduates who work in over 90 different countries. Preparing you to succeed in international business involves more than just academics, so our program goes far beyond the classroom. You'll learn to make dynamic presentations, to manage your own simulation-based company, and attend workshops and lectures with successful international corporate leaders. You'll participate in our innovative "Lynn Learning in Action Projects," where you'll be part of a small group working with an actual business to solve problems and make recommendations...like helping a local business expand into another country, or developing a marketing campaign for a new product launch. You can do a study tour in South America, Asia, or Europe, or even take a semester abroad. Dedicated staff and faculty will match your career interests with internship opportunities in successful dynamic businesses. When you graduate, you will have the preparation, confidence, and network you need to excel in the business world!

#### UNIVERSITY CORE CURRICULUM REQUIREMENTS 33 CREDITS

___ ENG 101	English Composition	3
___ HUM XXX	Humanities Elective	3
___ CMS 200	Computer Applications or Equivalent	3
___ CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
___ IRPS/HIS XXX	International Relations or History Elective	3
___ MAT XXX	College Level Math	3

#### Upper Division Core Courses:

___ DJC 301	Critical Thinking & Writing	3
___ DSS 301	Presentational Communication & Technology	3
___ DQR 401	Quantitative Reasoning	3
___ DSL 301	Scientific Literacy: Contemporary Issues in Science	3
___ HUM 420	Ethical Decision Making	3

#### COLLEGE CORE REQUIREMENTS 48 CREDITS

___ ACC 205	FINANCIAL REPORTING AND MANAGEMENT DECISIONS	3
___ BUS 180	PRINCIPLES OF ECONOMICS	3
___ BUS 210	ENTREPRENEURSHIP & INNOVATION	3
___ BUS 270	PRINCIPLES OF MANAGEMENT AND LEADERSHIP	3
___ BUS 311	FINANCIAL MANAGEMENT	3
___ BUS 322	BUSINESS ANALYTICS USING EXCEL MODELING	3
___ BUS 350	HUMAN RESOURCE MANAGEMENT	3
___ BUS 372	THE LEGAL ENVIRONMENT OF BUSINESS	3
___ BUS 425	OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL	3
___ BUS 460	BUSINESS STRATEGY	3
___ MKT 250	PRINCIPLES OF MARKETING	3
___ BUS 280	GLOBAL MANAGEMENT	3
___ BUS 395	GLOBAL FINANCIAL MARKETS	3
___ BUS 408	POLITICAL & CULTURAL DIMENSIONS OF GLOBAL MARKETS	3
___ BUS 440	GLOBAL OPERATIONS STRATEGY	3
___ MKT 392	GLOBAL MARKETING	3

#### FREE ELECTIVES 39 CREDITS

**TOTAL CREDITS 120**



# EUGENE M. AND CHRISTINE E. LYNN COLLEGE OF INTERNATIONAL COMMUNICATION

Excellence in communication contributes to success in all aspects of personal, professional and civic life. Citizens of the 21st century have a growing need to understand the communication opportunities, obligations and risks that emerge in an era of expanding media. Society's leaders, consultants, activists, and indeed all citizens, use communication and media to influence others on a professional level and personal level, affect public opinion, mobilize interest groups and maintain relations with people from other cultures.

The Bachelor of Arts in Communication and Media promotes the knowledge, criticism and practical application of communication by offering students both the theoretical foundation necessary for understanding the role of communication in a diverse society and intensive practice in "storytelling" across traditional and emerging media and to a variety of audiences.

The major in Communication and Media is intended for students who are interested in communication-related services, advertising and public relations, general media production, and business communication. The program also prepares students for graduate studies in communication and media.

## UNIVERSITY CORE CURRICULUM REQUIREMENTS 33 CREDITS

### Lower Division Core Courses:

ENG 101	English Composition	3
HUM XXX	Humanities Elective	3
CMS 200	Computer Applications or Equivalent	3
CRJ/PSY/SOC XXX	Behavioral or Social Science Elective	3
IRPS/HIS XXX	International Relations or History Elective	3
MAT XXX	College Level Math	3

### Upper Division Core Courses:

DJC 301	Critical Thinking & Writing	3
DSS 301	Presentational Communication & Technology	3
DQR 401	Quantitative Reasoning	3
DSL 301	Scientific Literacy: Contemporary Issues in Science	3
HUM 420	Ethical Decision Making	3

## MAJOR REQUIREMENTS: COMMUNICATION & MEDIA 45 CREDITS

__COM 108	MEDIA LITERACY	3
__COM 115	INTRODUCTION TO ADVERTISING & PUBLIC RELATIONS	3
__COM 145	TELEVISION PRODUCTION	3
__COM 202	COMMUNICATION STRATEGIES & PERFORMANCE	3
__COM 215	WRITING FOR PERFORMANCE	3
__COM 255	FILM AND VIDEO EDITING	3
__COM 341	PERSUASION AND PROPAGANDA	3
__COM 350	COMMUNICATION LAW & ETHICS	3
__COM 360	COMMUNICATION THEORIES	3
__COM 375	ADVERTISING, PUBLIC RELATIONS AND SOCIETY	3
__COM 390	PHOTOJOURNALISM	3
__COM 322	NON PROFIT PUBLIC RELATIONS	3
__COM 451	INTERCULTURAL COMMUNICATION	3
__COM 475	SENIOR COMMUNICATION CAPSTONE	3
__GVC 350	ADVERTISING, DESIGN & PRODUCTION	3

## FREE ELECTIVES 42 CREDITS

__FREE ELECTIVES	39
__FREE ELECTIVES (300+)	3

**TOTAL CREDITS 120**

## POLICY REGARDING INTERNSHIP

Students who have successfully completed 75 credits, a minimum of two semesters after declaring a major in the College of International Communication and have a minimum GPA of 3.25 are eligible for up to six credits of internship. Students who have completed 90 credit hours and have a minimum GPA of 2.5 may enroll in up to six credits of internship. Students also can register for non-credit internships.

## **POLICY REGARDING TRANSFER OF CREDITS**

Students must earn a minimum of 21 credits in the College of International Communication.

## **UNDERGRADUATE MINORS**

### **MINOR IN ADVERTISING AND PUBLIC RELATIONS**

The minor in Advertising and Public Relations provides a basic knowledge of the fields of advertising and public relations. The minor provides both theoretical and practical foundations for students interested in employment this growing profession.

Students majoring in a field other than Communication and Media can add a minor in Advertising and Public Relations by taking the following five courses:

#### **15 CREDITS**

__COM 115	INTRODUCTION TO ADVERTISING & PUBLIC RELATIONS	3
__COM 255	FILM AND VIDEO EDITING	3
__COM341	PERSUASION AND PROPAGANDA	3
__COM 375	ADVERTISING, PUBLIC RELATIONS AND SOCIETY	3
__GVC 350	ADVERTISING, DESIGN & PRODUCTION	3

### **MINOR IN COMMUNICATION AND MEDIA**

The minor in Communication and Media promotes the knowledge, criticism and practical application of communication and media by offering students the theoretical foundation necessary for understanding the role of communication in a diverse society as well as practice in creating and presenting messages across various media.

Students majoring in a field other than Communication and Media can add a minor in Communication and Media by taking the following five courses:

#### **15 CREDITS**

__COM 108	MEDIA LITERACY	3
__COM 215	WRITING FOR PERFORMANCE	3
__COM 350	COMMUNICATION LAW & ETHICS	3
__COM 360	COMMUNICATION THEORIES	3
__COM 451	INTERCULTURAL COMMUNICATION	3



## Chapter VIII. Section 3.

# Graduate Division

### GRADUATE PROGRAM ACADEMIC AND RECORDS INFORMATION

#### **The Mission of the Graduate Programs of Lynn University**

Lynn University provides an intellectually stimulating environment where students gain knowledge and competencies necessary to become global leaders and lifelong learners. Lynn University attracts students from a variety of backgrounds who aim to become leaders in their fields. Lynn University seeks to enhance the career advancement of working professionals.

The overall mission of Lynn University is to provide its graduates with the knowledge, competencies and skills needed for leadership in the 21st century. In order to achieve these purposes, the curricula of the university's graduate degree and certificate programs are reviewed on a regular basis to assure the academic quality and relevance of course offerings. The university is committed to individualized student attention and mentoring. Faculty members foster and help learners realize the development of their innate leadership talents and intellectual abilities.

#### **Degrees, Programs and Certificates**

##### **Degrees**

The Graduate Programs at Lynn University offer five types of degrees: the Master of Business Administration (M.B.A.), Master of Education (M.Ed.), Master of Science (M.S.), Master of Music (M.M.), and Doctorate of Education (Ed.D.), as well as two Certificate Programs.

The 37-credit M.B.A. is available with specializations in Aviation Management, Entrepreneurial Management, Financial Valuation and Investment Management, Hospitality Management, Human Resource Management, International Business Management, Marketing, Media Management, Social Innovation Management (with Amani Institute), Sports Management, and Web Development (with Wyncode Academy). Students may also choose to participate in optional internships.

The two M.Ed. programs include a minimum 40-credit practitioner-oriented degree in Exceptional Student Education and a 37-credit Educational Leadership degree which focuses on leadership-related theory, knowledge and clinical experiences in the field, as well as practical application of theory and knowledge.

The 37-credit M.S. in Administration is available with a specialization in Criminal Justice Administration. The 37-credit M.S. in Communication and Media offers specializations in Digital Media and Media Studies and Practice and Strategies for Web Development (with Wyncode Academy). There is also a 37-credit M.S. in Applied Psychology as well as a 61-credit M.S. in Clinical Mental Health Counseling.

The 37-credit M.M. is available with specializations in performance, instrumental collaborative piano and composition. The M.M. in performance is offered with two variations designed for “pianists” or “strings, winds, brass and percussion.”

## Certificates

A certificate in Digital Media is offered through the Eugene M. and Christine E. Lynn College of International Communication.

A post-baccalaureate diploma course of study, known as the Professional Performance Certificate, is available through the Conservatory of Music at Lynn University. This two-year program’s primary focus is advanced music performance education.

## Graduate Policies

### Policy and Procedures for Failing Grades

Students who receive a grade of F are in serious academic jeopardy. When this happens, their advisor(s) conducts a thorough review of the student’s academic progress, in order to determine whether or not and under what circumstances the student(s) will be allowed to remain in the program. In turn, the advisor shares the review results with the dean of the appropriate college, where a final determination is made. The student is informed of the decision in writing either to: (a) remain in the program with a plan for remediation; or (b) be dismissed from their program and the university. For those who remain in the program, the failed course must be repeated the next term the course is offered.

### Student Participation in Sports

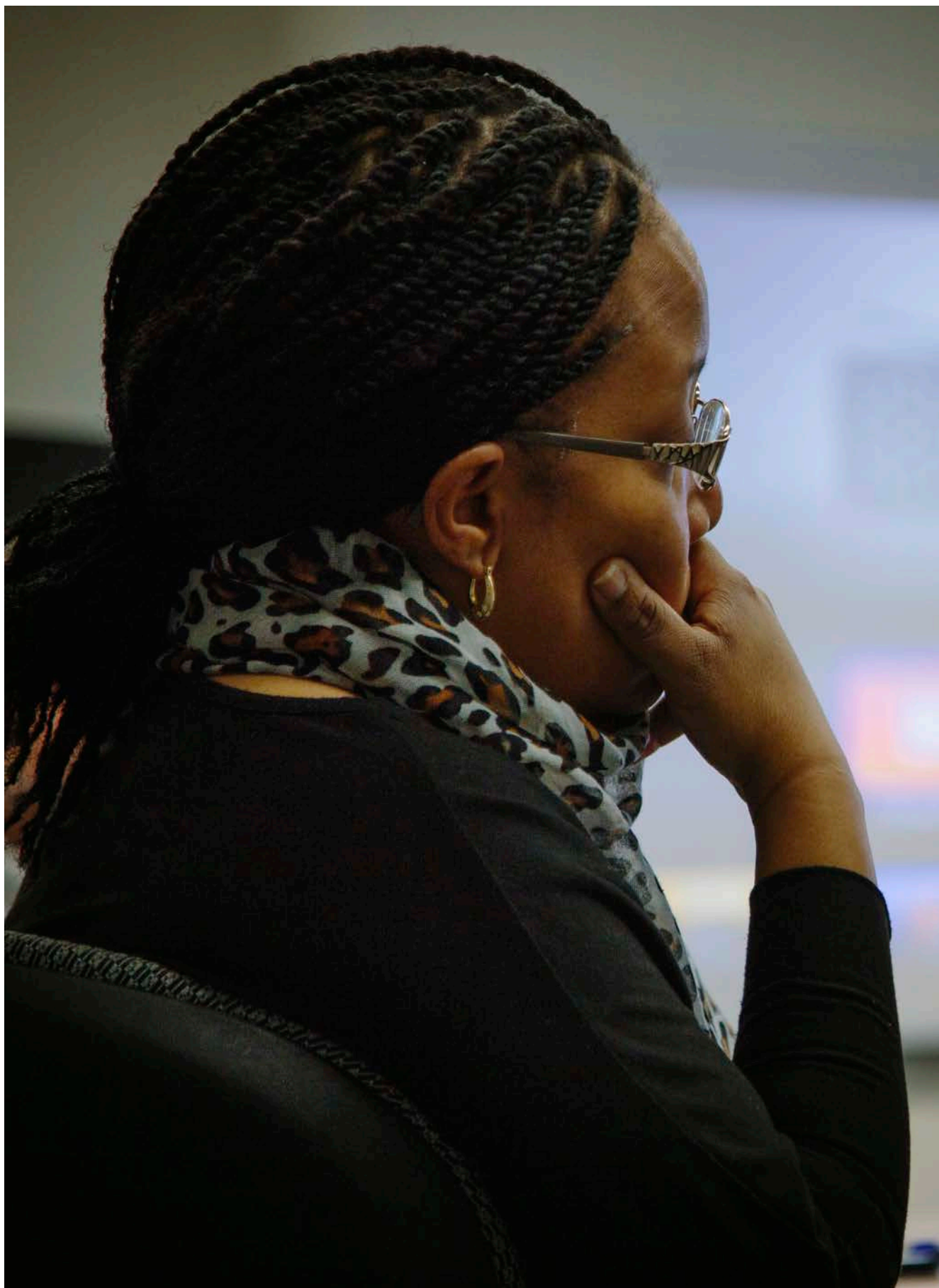
Many of our graduate students are interested in participating in athletics. With the changes outlined in the 1998-1999 2007-08 NCAA manual, graduate students may now compete using the transfer exception, which follows.

**Graduate Student or Post-Baccalaureate Participation:** A student-athlete who is enrolled in a graduate or professional school of the institution he or she previously attended as an undergraduate (regardless of whether the individual has received a United States baccalaureate degree or its equivalent), a student-athlete who is enrolled and seeking a second baccalaureate or equivalent degree at the same institution, or a student-athlete who has graduated and is continuing as a full-time student at the same institution while taking course work that would lead to the equivalent of another major or degree as defined and documented by the institution, may participate in intercollegiate athletics, provided the student has eligibility remaining and such participation occurs within the applicable five-year or 10-semester period set forth in 14.2.

**Transfer Exception:** A student who transfers and enrolls in a graduate program, professional school or second baccalaureate or equivalent degree program at an institution other than the institution he or she previously attended as an undergraduate may participate in intercollegiate athletics, provided the student has eligibility remaining. (Adopted: 1/9/96 effective 8/1/96 for those student-athletes who transfer to the certifying institution on or after 8/1/96, Revised: 1/8/07 effective 8/1/07).

CJA 665	GRADUATE PROJECT IN CRIMINAL JUSTICE ADMINISTRATION
COM 540	TOPICS IN COMMUNICATION AND MEDIA I
COM 545	TOPICS IN COMMUNICATION AND MEDIA II
COM 595	CREATIVE PROJECT/THESIS SEMINAR II
HA 597	INDEPENDENT STUDY IN HOSPITALITY MANAGEMENT
MBA 678	SPECIAL TOPICS IN AVIATION MANAGEMENT
MBA 697	INDEPENDENT STUDY
MBA 698	BUSINESS ADMINISTRATION INTERNSHIP
MUP 603	COLLABORATIVE PIANO: PRACTICUM
MUR 501	PERFORMANCE FORUM
MUR 600	GRADUATE RECITAL
MUS 501	APPLIED INSTRUMENT: MM
MUS 511	SMALL ENSEMBLE
MUS 521	LARGE ENSEMBLE
MUS 523	WIND ENSEMBLE
MUS 525	ORCHESTRAL REPERTOIRE

MUS 601	APPLIED INSTRUMENT: PPC
CSL 688	SEMINAR IN COUNSELING AND APPLIED PSYCHOLOGY
PSY 699	PRACTICUM IN PSYCHOLOGY
RES 897	CONTINUOUS DEVELOPMENT OF QP
RES 901	DISSERTATION CONTINUATION





# COLLEGE OF ARTS AND SCIENCES

## GRADUATE PROGRAM

### Graduate Admission Standards for M.S. Programs

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Undergraduate GPA 3.0 or higher.
3. Official undergraduate transcripts.
4. Two letters of recommendation from academic or professional sources.
5. A writing sample demonstrating the capacity to perform at the graduate level.
6. For international students who have not graduated from an accredited undergraduate institution in the United States, a satisfactory TOEFL score (550 paper-based, 213 computer-based or 80 internet-based) along with an International Transcript Evaluation and a course equivalency report must be provided. International applicants must provide official TOEFL/IELTS/-PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 80 (Internet-based), a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered. Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.

### M.S. Degree Completion Requirements

Students must:

1. Complete the degree in four calendar years from the date of the initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA and achieve a C (2.0) grade or higher in each course.

Criminal Justice Administration: Complete 37 graduate credits, including 1 credit of orientation, 15 credits of foundation courses for the administration major, 21 credits of specialization courses and an optional three-credit graduate project.



## MASTER OF SCIENCE (M.S.) IN ADMINISTRATION

The M.S. in Administration is designed to develop leaders and managers who serve in the private or public sector and understand the impact of global transformations that affect our daily lives. Dedicated to professional leadership development, the program is designed to empower graduate students to cultivate their unique potential and talents as well as to promote mastery of the knowledge, skills and aptitudes necessary for effective leadership. Lynn University believes that this balance enables graduates to make a difference by creating new opportunities and providing workable solutions to current and future 21st century dilemmas.

### Curriculum

The M.S. in Administration has five foundational courses.

### OVERVIEW OF THE M.S. IN ADMINISTRATION FOUNDATION

#### ORIENTATION

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
		<b>15 CREDIT</b>
___ MS 500	MANAGEMENT AND ADMINISTRATION	3
___ MS 505	APPLIED RESEARCH METHODS	3
___ MS 510	ADMINISTRATIVE AND REGULATORY LAW	3
___ MS 530	PUBLIC INSTITUTIONS, PUBLIC POLICY AND DEMOCRACY	3
___ MS 560	FINANCIAL MANAGEMENT	3

Foundation requirements for the M.S. in Administration are designed to assure that students have the requisite theoretical and applied knowledge to pursue their individual interests. Building on the breadth and depth of the foundation, specialization courses enable students to continue to expand and deepen their mastery through practical applications, simulations, case studies, and applied research in areas of individual interest through the graduate projects.

The M.S. in Administration foundation and specialization courses complement each other and address increasingly complex contemporary and future societal challenges and opportunities faced by 21st century managers/administrators. Through the development of critical thinking skills and a commitment to lifelong learning, graduates are able to understand changing trends and focus on institutional and human needs.

#### Graduate Project/Publishable Paper – (Optional)

A graduate project provides graduate students with an opportunity and the means to demonstrate the acquisition, mastery and integration of the knowledge and skills required by their specialization. The project focuses on an area of student interest that meets the acceptable standards for graduate level research.

#### Grading of the Graduate Project

The project is graded as pass or fail. A pass is equivalent to a B or better, a fail to less than a B. In the event that a completed graduate project does not meet university standards and receives a grade of fail, the student will meet with the advisor to review the problems that must be addressed and will resubmit the revised project within 90 days of the meeting.

#### Specialization

Criminal Justice Administration (CJA)

**The M.S. in Administration requires the completion of 37 credits.**

## M.S. IN ADMINISTRATION WITH SPECIALIZATION IN CRIMINAL JUSTICE ADMINISTRATION

The Master of Science in Administration with a specialization in Criminal Justice Administration prepares individuals for leadership roles in a variety of fields within the profession of criminal justice. Despite the broad spectrum of careers within the profession, success and leadership is predicated on an individual's verbal and written mastery of the concepts, principles and functions involved in the management of criminal justice organizations. This specialization focuses on preparing the student to effectively integrate proven business methods with a genuine respect for dynamic and innovative approaches to issues facing the criminal justice executive in the 21st century.

Lynn University's South Florida location typifies the experiences of modern criminal justice agencies in diverse, densely populated urban centers. Using this laboratory for learning, expert faculty challenge graduate students to examine a broad spectrum of issues confronting the modern criminal justice administrator. By applying sound business and administration principles and practices, students debate and evaluate alternate solutions.

### M.S. IN ADMINISTRATION WITH SPECIALIZATION IN CJA CURRICULUM OVERVIEW

#### I. ORIENTATION

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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#### II. M.S. IN ADMINISTRATION FOUNDATION COURSES

**15 CREDITS**

___ MS 500	MANAGEMENT AND ADMINISTRATION	3
___ MS 505	APPLIED RESEARCH METHODS	3
___ MS 510	ADMINISTRATIVE AND REGULATORY LAW	3
___ MS 530	PUBLIC INSTITUTIONS, PUBLIC POLICY AND DEMOCRACY	3
___ MS 560	FINANCIAL MANAGEMENT	3

#### III. SPECIALIZATION COURSES

**21 CREDITS**

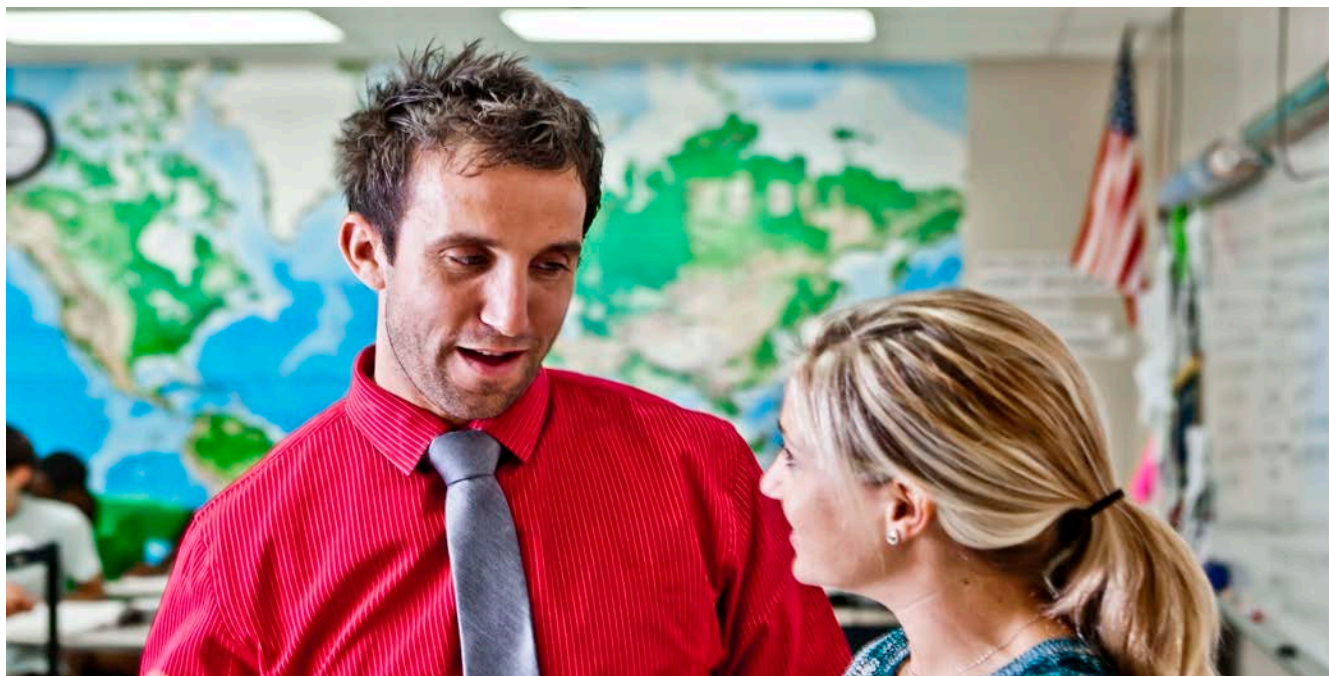
___ CJA 540	TERRORISM: ITS EFFECT ON CRIMINAL JUSTICE AND EMERGENCY PLANNING	3
___ CJA 608	ETHICS IN THE ADMINISTRATION OF CRIMINAL JUSTICE	3
___ CJA 636	CIVIL RIGHTS AND CIVIL LIBERTIES	3
___ CJA 656	CONFLICT RESOLUTION IN CRIMINAL JUSTICE	3
___ CJA 657	CRIMINAL JUSTICE AND THE COMMUNITY	3
___ CJA 659	GLOBAL PERSPECTIVES IN CRIMINAL JUSTICE	3
___ CJA 661	YOUTH AND DELINQUENCY CONTROL	3

#### IV. GRADUATE PROJECT (OPTIONAL)

**3 CREDITS**

___ CJA 665	GRADUATE PROJECT IN CRIMINAL JUSTICE ADMINISTRATION	3
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**TOTAL CREDITS 37**



## MASTER OF SCIENCE (M.S.) IN APPLIED PSYCHOLOGY

Lynn University offers students an environment focused on the enhancement of educational goals and practical application of knowledge in preparation for lifelong learning. In keeping with the university's mission, the master's degree in Applied Psychology provides students with the training and necessary course work to pursue professional and educational goals in the fields of Applied Psychology. The primary objective of this program is to inform students of the principles and techniques of psychological research and human behavior in the hopes of preparing them for careers within the field of psychology. This program is offered both online and in the classroom. Students are able to earn this MS entirely online.

Students who enroll in the M.S. in Applied Psychology earn an academically rigorous degree. Through intensive research, thesis and fieldwork experience, students become specialists in their desired applied field. The M.S. in Applied Psychology provides a strong graduate foundation in research and human behavior for those interested in further education towards a terminal degree. The program provides enhanced knowledge and increased skills in research, scientific writing, and information literacy, understanding human behavior, the scientific bases of behavior, and working with diverse populations. Students graduating from this program gain the knowledge, awareness and skills to work in many of the applied psychology fields plus additional fields outside of psychology.

### M.S. Degree in Applied Psychology Completion Requirements

1. Students must complete the required course curriculum. Satisfactory completion of these courses must be in compliance with University Academic Standards for Graduate Work.
2. Students must satisfactorily complete the experiential components of their curriculum.
3. Students must complete a scholarly research thesis commensurate with all program expectations and policies. No graduate degree will be conferred without the satisfactory completion of this thesis project.

## CURRICULUM

### M.S. IN APPLIED PSYCHOLOGY COURSES

**37 CREDITS**

#### ORIENTATON

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
___ PSY 500	PERSONALITY THEORIES	3
___ PSY 540	RESEARCH AND PROGRAM EVALUATION	3
___ PSY 560	HUMAN GROWTH AND DEVELOPMENT	3
___ PSY 580	PSYCHOBIOLOGY	3
___ PSY 600	THESIS AND ADVANCED STATISTICS	3
___ PSY 620	TESTING AND ASSESSMENT IN COUNSELING AND APPLIED PSYCHOLOGY	3
___ PSY 640	SOCIAL AND CULTURAL FOUNDATIONS	3
___ PSY 690	LEGAL AND ETHICAL ISSUES IN COUNSELING	3
___ PSY 688	SEMINAR IN COUNSELING AND APPLIED PSYCHOLOGY	3
___ PSY 699	PRACTICUM IN APPLIED PSYCHOLOGY	3
	ELECTIVE	3
	ELECTIVE	3





## MASTER OF SCIENCE (M.S.) IN CLINICAL MENTAL HEALTH COUNSELING

Lynn University offers an M.S. in Clinical Mental Health Counseling. Students enrolled in the Master's in Clinical Mental Health Counseling (CMHC) can earn their 60-credit degree within two years of coursework taken year round during the fall, spring and summer semesters. Entry into this program is annually in the fall semester. Full-time enrollment in this program is defined by a minimum of 9-credits per semester.

Admission to the program is competitive and requires an interview with the Counseling program admissions committee which is comprised of counseling program faculty. Students will be evaluated and admitted based upon their: Aptitude for graduate-level study; relevance of career goals; potential for developing effective counseling relationships; respect for cultural differences and all prior academic performance. The counseling program makes continuous and systematic efforts to attract and enroll a diverse body of students.

The counseling program and its faculty have primary responsibility for the preparation of the students in the program. The program provides various opportunities to meet student needs and to foster an environment of inclusivity through faculty-student research projects, scholarly endeavors in the field of counseling, attaining sites with varying specializations, and mindful admissions decisions. Students enrolled in the Master's in Clinical Mental Health Counseling are provided with a counseling faculty mentor and an academic advisor. Mentors, Advisors, and students have direct access to the Chair of the Graduate Program and the Practicum and Internship Coordinator. Students are taught, primarily, by Core Counseling Faculty with the assistance of experts in the fields of Research, Individual Assessment, Neuroscience, Experimental Psychology, Developmental Psychology, Cognitive Psychology and Personality Psychology.

During the second year of the program, students enroll in three full semesters of fieldwork experience at which time they have the opportunity to train as counselors in community mental health agencies. Substantial resources are invested in enhancing the learning environment and improving professional skills development. The counseling program's faculty and students have a multitude of teaching and learning resources at their disposal specific to the field of counseling and the related specialties.

As is true of Lynn University, the counseling program in Clinical Mental Health Counseling employs cutting edge technology for training and learning purposes. Students are provided iPads and use iTunes U for their learning platform.

Students accepted to the graduate program in Clinical Mental Health Counseling have the opportunity to apply for graduate assistantships within the department and throughout the University.

Students in the MS in CMHC may have the ability to become licensed as a Licensed Mental Health Counselor in the State of Florida. Students interested in pursuing licensure or postgraduate employment are responsible for researching the specific requirements to attain these outcomes. As employment requirements and licensing requirements may change, it is incumbent upon the student to be aware of their specific academic needs.

In the State of Florida, the current requirements and process for licensure as a Mental Health Counselor:

1. Students must graduate with a 60-credit Master's degree that includes 1,000 hours of fieldwork at an approved site.
2. Upon graduation, students register as a Mental Health Intern with the State of Florida. This is post-Master's and must be completed by the Student. Part of this process includes verification of practicum and internship hours through a letter generated by the Registrar's Office at the university.
3. Students may need copies of their syllabi or course descriptions from the Academic Catalog. This may be true when attempting to become licensed in other states as well.
4. In the State of Florida, once students are Registered Mental Health Interns, they must complete a minimum of two years post graduate work under appropriate supervision. Students must check with the Licensing Board for details and specifics on these requirements.
5. During this two-year post-Master's clinical experience, students will have the opportunity to sit for the state approved licensing exam.
6. Upon successful completion of all licensing requirements, students may be approved by the State Board and offered a license as a Mental Health Counselor.

The title, requirements and procedures in other states may differ from Florida and students need to explore this information prior to beginning their academic preparation. International students on an F-1 visa are eligible to work in the U.S. for up to 12 months after they complete their degree through Optional Practical Training (OPT). Currently, the length of OPT cannot be extended past 12 months for international students in this degree program.

### M.S. in Clinical Mental Health Counseling Completion Requirements

1. Students must complete the required course curriculum. Satisfactory completion of these courses must be in compliance with University Academic Standards for Graduate Work as well as Program Competency Standards. (See Statement of Competence.)
2. In order to move on to Practicum/Internship students will need to have the endorsement of the faculty and appropriate evaluations on the Professional Performance Evaluation instrument and successfully complete the Practicum Entrance Exam.
3. Students must satisfactorily complete the experiential components of their curriculum based upon the standards outlined in the CMHC Student Handbook, the Practicum/Internship Handbook, and the University Academic Standards for Graduate Work
4. Students must satisfactorily complete a standardized exit exam and skills-based exit exam commensurate with all program expectations and policies. No graduate degree will be conferred without the satisfactory completion of the exit exams.

**STATEMENT OF COMPETENCE:** In graduate work, the grade earned in a course not only represents a grade but is also a symbol of mastery of the work and competence in the field. It is for this reason that the Master's in Clinical Mental Health Counseling has instituted a competence requirement for satisfactory completion of a course. This requirement is stated as achieving a grade consistent with knowledge at the 80 percent threshold (on a 100 percent scale) or higher in a course. This competency requirement applies to those course deemed essential for counseling professionals. Students who do not achieve this level of mastery are considered to be lacking in the necessary competency for this course and are required to retake the course until they can document appropriate competence (defined as at least a grade of 80 percent). The courses to which this competency requirement applies are:



CSL 510	Professional Counseling Identity and Issues
CSL 640	Social and Cultural Foundations
CSL 520	Psychopathology
CSL 690	Legal and Ethical Issues in Counseling
CSL 610	Counseling Theories
CSL 615	Group Theories
CSL 680	Techniques and Interventions in Counseling
CSL 605	Practicum in Counseling
CSL 681	Diagnosis and Advanced Counseling Techniques
CSL 685	Career Development
CSL 660	Community Counseling
CSL 695	Internship in Counseling
CSL 700	Internship in Counseling II

#### **M.S. IN CLINICAL MENTAL HEALTH COUNSELING**

**61 CREDITS**

##### **ORIENTATION**

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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##### **FALL (YEAR ONE)**

___ CSL 500	PERSONALITY THEORIES	3
___ CSL 510	PROFESSIONAL COUNSELING IDENTITY AND ISSUES	3
___ CSL 540	RESEARCH AND PROGRAM EVALUATION	3
___ CSL 640	SOCIAL AND CULTURAL FOUNDATIONS	3

##### **SPRING (YEAR ONE)**

___ CSL 520	PSYCHOPATHOLOGY	3
___ CSL 560	HUMAN GROWTH AND DEVELOPMENT	3
___ CSL 690	LEGAL AND ETHICAL ISSUES IN COUNSELING	3
___ CSL 610	COUNSELING THEORIES	3

##### **SUMMER (YEAR ONE)**

___ CSL 615	GROUP COUNSELING	3
___ CSL 620	TESTING AND ASSESSMENT IN COUNSELING AND APPLIED PSYCHOLOGY	3
___ CSL 680	TECHNIQUES AND INTERVENTIONS IN COUNSELING	3

##### **FALL (YEAR TWO)**

___ CSL 605	PRACTICUM IN COUNSELING	3
___ CSL 681	DIAGNOSIS AND ADVANCED COUNSELING TECHNIQUES	3
___ CSL 685	CAREER DEVELOPMENT	3

##### **SPRING (YEAR TWO)**

___ PSY 580	PSYCHOBIOLOGY	3
___ CSL 660	COMMUNITY COUNSELING	3
___ CSL 695	INTERNSHIP IN COUNSELING	3

##### **SUMMER (YEAR TWO)**

___ CSL 650	HUMAN SEXUALITY	3
___ CSL 670	SUBSTANCE ABUSE	3
___ CSL 700	INTERNSHIP IN COUNSELING II	3

Note: Sequencing of courses is subject to change based upon program scheduling.

# COLLEGE OF BUSINESS AND MANAGEMENT

## MISSION STATEMENT

The global vision of the College of Business and Management at Lynn University is to provide the education, preparation and thought leadership for students to realize their full potential, explore the full range of global career possibilities and secure post graduate opportunities commensurate with their skills, capabilities and interests. We will accomplish our mission through a commitment to and passion for our core values.

The core values of the College of Business and Management:

1. Students: We view our students as our “clients” and our principle core value. In addition to their academic training, we will teach a commitment to community service, honesty and integrity in preparation for a successful career.
2. Parents: We recognize parents as key “stakeholders” in the success of their students and the College of Business and Management overall. As such, we will seek their advice, counsel and support in our strategy, direction and initiatives.
3. Academic Excellence: Outstanding faculty and staff combined with small class sizes and an emphasis on experiential education will be the cornerstone of a collaborative, diverse, effective and modern education.
4. Global Competency: A global learning experience and international student body will reflect our commitment and belief that a high quality education and excellent student preparation for the business world can only come from a worldwide perspective and cultural knowledge.
5. Business Partnerships: Integrated learning through internships with businesses and corporations that share our values will provide students with unique opportunities to build business skills and understanding to propel them to success in their “life after Lynn”.
6. Entrepreneurship and Innovation: We will encourage and teach students to embrace new ideas, challenges and opportunities that expose them to all possible career options.
7. Lynn University: We acknowledge and embrace the Lynn University community and mission statement as the cornerstone of the College of Business and Management. We will welcome advice, resources and best practices for synergistic excellence and success.

The Burton D. Morgan School of Aeronautics is a world-class aviation academy with a state-of-the-art training facility designed to help fulfill the educational needs of the vast dynamic global air transportation industry. The school offers a variety of programs designed to provide students with the education and training needed to successfully enter the aviation industry. These programs provide a wide range of educational opportunities for entry-level, four-year students to advance into a career in the industry. Programs for aircrew training, ground personnel and air industry management are offered.

## GRADUATE PROGRAM

### MASTER OF BUSINESS ADMINISTRATION (M.B.A.)

The modern business enterprise is constantly transforming as it responds to technological innovations linking local communities with the global marketplace. The Lynn University M.B.A., delivered on ground and online, is an advanced degree designed to prepare and equip managers with the knowledge and competencies needed to administer controllable forces within their organizations in order to successfully adapt to variables and changes in an uncontrollable environment. Practitioners develop skills for deciphering and forecasting external forces and in the process become effective leader managers in the increasingly multicultural, multinational environment of the 21st century.

Located at the crossroads of world trade, Lynn University offers an unparalleled laboratory for learning. The university’s expert faculty challenge graduate students, many with international backgrounds, to examine a broad spectrum of issues confronting modern business managers.

The 37 credit M.B.A. program comprises one credit orientation course and 12 three-credit courses, of which six are foundation courses (18 credits) for the Business Administration major, three are specialization courses (9 credits) and three are elective courses (9 credits). Specializations Offered entirely through Lynn University are available in Aviation Management, Entrepreneurial Management, Financial Valuation and Investment Management, Hospitality Management, Human Resource Management, International Business Management, Marketing, Media Management, Sports Management. In addition to the above specializations, students may choose to complete specializations with the Amani Institute or Wyncode Academy. Students are required to select a specialization.

Amani Institute and Lynn University are collaborating to offer a new MBA specialization in Social Innovation Management. The program provides an intensive global experience with cross-boundary work and will provide nine credits toward a Lynn University MBA degree. The curriculum includes topics such as design thinking as a change agent, creating and managing a social venture and the process of social innovation.

Wyncode and Lynn University are collaborating to offer a new MBA specialization in Web Development Management. The program will allow students to combine management skills with the “full stack web application” that is provided by Wyncode. Students will acquire the skills needed to create and present their own web application.

The Lynn University M.B.A. Program is designed to prepare qualified students for middle and upper-level management leadership responsibilities in business, not-for-profit and governmental organizations. Using a general management focus and strategic approach, students demonstrate: (1) broad and integrated knowledge of business functions; (2) knowledge of ethical and legal considerations and the social responsiveness to resolve corporate and public issues; (3) analytical, problem-solving and critical thinking skills and use of technology related to business decision-making; (4) communication and interpersonal skills to lead groups and business organizations; (5) foundations and tools to make and implement strategies; and (6) the depth and critical importance of the dynamic and global environment as they influence organizations, decisions and operations.

## Graduate Admission Standards for M.B.A. Program

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Undergraduate GPA 2.5 or higher.
3. Official undergraduate transcripts.
4. A résumé and personal statement.
5. One letter of recommendation from academic or professional sources.
6. A writing sample demonstrating capacity to perform at the graduate level.
7. For international students who have not graduated from an accredited undergraduate institution in the United States, a satisfactory TOEFL score (550 paper-based, 213 computer-based or 80 internet-based) along with an International Transcript Evaluation and a course equivalency report must be provided. International applicants must provide official TOEFL/IELTS/-PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 80 (Internet-based), a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered. Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.

### Prerequisites for Those Without an Undergraduate Business Degree

Undergraduate transcripts from M.B.A. applicants are reviewed to determine whether the applicant has completed prerequisite course work in financial accounting, macroeconomics and statistics.

Basic knowledge in the use of computer applications such as Word, Access, Excel and PowerPoint, Pages, Numbers, Keynote, and an understanding of iTunes U is essential.

While not required for admission, students who have not taken a course in accounting, macroeconomics, statistics and/or who lack proficiency in the MS Office Suite (Word, PowerPoint, Excel) may be required to take undergraduate prerequisite courses in each before taking the foundation courses in the M.B.A. program.

### M.B.A. Degree Completion Requirements

1. Complete any necessary prerequisites.
2. Maintain a cumulative 3.0 GPA.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete 12 three-credit courses, including six foundational courses (18 credits), three specialization courses (9 credits) and three electives (9 credits). Students are required to choose a specialization.
5. Develop and successfully demonstrate a range of critical thinking skills to complete an oral and written presentation reflecting the integration and application of theory to practice in MBA 690 Strategic Management Seminar.

## MASTER OF BUSINESS ADMINISTRATION SPECIALIZATIONS

### Aviation Management

**SPECIALIZATION DESCRIPTION:** Among the College of Business Management's specialization options is the Burton D. Morgan School of Aeronautics—a world-class aviation academy with a state-of-the-art training facility. Designed to help fulfill the educational needs of the vast dynamic global air transportation industry, the school provides students with the education and training needed to successfully enter the aviation industry. Each of the Burton D. Morgan School of Aeronautics' tracks—including aircrew training, ground personnel and air industry management—provides a wide range of educational opportunities for Lynn students to obtain a prosperous career in the aeronautics industry. In addition to the Aviation Management courses, students can also pursue flight training elective courses to attain the licenses and ratings required to enter the industry as a professional pilot.

### Entrepreneurial Management

**SPECIALIZATION DESCRIPTION:** The objective of the Entrepreneurial Management Specialization of the Master of Business Administration Program at Lynn University is to advance the entrepreneurial mindset and innovative abilities of graduate students. The specialization provides students with knowledge, skills and competencies to turn their innovative and creative ideas into successful business ventures.

### Financial Valuation and Investment Management

**SPECIALIZATION DESCRIPTION:** This specialization is financially-oriented and will provide students with the knowledge and skills they need to succeed in financial management positions in a variety of industries. As industry consolidations become increasingly commonplace, entrepreneurial and corporate business managers require stronger skills in financial valuation, portfolio management, investment analysis, and creating and executing development strategies.

### Hospitality Management

**SPECIALIZATION DESCRIPTION:** The Hospitality Management Specialization of Lynn University's MBA program provides students with the fundamentals of foodservice systems and operations with an emphasis on controls and the financial management of efficient foodservice operations. In addition, it explores the principles of resort management with particular reference to the social, economic and environmental issues involved in resort development and management. Moreover, it explores an integrated approach to the marketing, operational and human aspects of managing a service-based hospitality business.

## Human Resource Management

**SPECIALIZATION DESCRIPTION:** The Human Resource Management Specialization of Lynn University's MBA program provides students with technical, legal, professional and administration knowledge and skills in human resource management. It covers functions, processes, politics and issues of managing human resources in modern organizations. Functional areas and issues include HR planning, forecasting, recruitment and examination, selection, evaluation, compensation, termination, negotiation and collective bargaining. Emphases are on strategic and operational human capital development, management, and productivity.

## International Business Management

**SPECIALIZATION DESCRIPTION:** The International Business Management Specialization of Lynn University's MBA program provides students with theoretical, environmental, professional and managerial knowledge and skills in global enterprise management. It covers theories and applications in international trade, investment, finance, and management. Topics include environmental scanning, risk - reward analysis for decision making, entry mode, alliance, organizational structures, production operations, human resource and marketing management, finance and exchange rates, ethics, and economic and environmental sustainability in an international setting. Emphases are on preparing effective leaders for management and operation of competitive global enterprises.

## Marketing

**SPECIALIZATION DESCRIPTION:** The Marketing Specialization of Lynn University's MBA program offers students contemporary knowledge and practices in the marketing field. It covers the strategic, scientific, and analytic aspects of modern marketing, and its dynamic functions and processes. Functional areas and issues include industry and market analyses, strategic marketing management, digital communications, and consumer behavioral sciences. Emphases are on strategic and operational marketing development, management, and productivity.

## Media Management

**SPECIALIZATION DESCRIPTION:** The Master of Business Administration in Media Management is an advanced degree designed for media professionals and recent baccalaureate graduates who would like careers as media scholars and/or practitioners. The program is a synergistic blend of business and communications. More specifically, the program is comprised of a strong business and management foundation that emphasizes the management and application of technology and new media delivery systems in the evolving mass media environment.

## Social Innovation Management

**SPECIALIZATION DESCRIPTION:** The Social Innovation Management Specialization of Lynn University's MBA program equips students with the knowledge, insights and skills to drive positive social changes. Students will be able to obtain intensive global experience in cross-boundary work including designing innovative solutions for social problems, participate in a customized apprenticeship in an organization and extending global networking of social entrepreneurs.

## Sports Management

**SPECIALIZATION DESCRIPTION:** The Sports Management specialization of Lynn University's MBA program prepares students for the business of sports. Particular attention is given to league governance, sports agency, sports operations and risk calculation, and intercollegiate athletics management. With a continued, steadfast dedication to experiential learning, Lynn sports management faculty have directed students on projects with the biggest events in sports, including the Super Bowl, the X Games and the NCAA Final Four.

## Web Development Management

**SPECIALIZATION DESCRIPTION:** The Web Development Specialization of Lynn University's MBA program provides students with the fundamentals of web development and a deep understanding of tech startups. The program is a development bootcamp that immerses students in a demanding learning environment designed to develop successful coders with business acumen.

### I. Orientation

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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### II. M.B.A. FOUNDATION COURSES 18 CREDITS

___ MBA 600	LEADERSHIP AND MANAGEMENT OF ORGANIZATIONS	3
___ MBA 620	MARKETING MANAGEMENT IN A GLOBAL ECONOMY	3
___ MBA 640	MANAGERIAL ACCOUNTING	3
___ MBA 645	FINANCIAL MANAGEMENT	3
___ MBA 650	OPERATIONS MANAGEMENT	3
___ MBA 690	STRATEGIC MANAGEMENT SEMINAR	3

### III. ELECTIVE COURSES 9 CREDITS

### IV. SPECIALIZATION COURSES 9 CREDITS

#### AVIATION MANAGEMENT SPECIALIZATION

___ MBA 671	AVIATION ORGANIZATION OPERATION	3
___ MBA 675	AIRPORT OPERATIONS	3
___ MBA 678	SPECIAL TOPICS IN AVIATION MANAGEMENT	3

#### ENTREPRENEURIAL MANAGEMENT

___ MBA 651	CREATIVITY AND INNOVATION	3
___ MBA 652	MANAGING ENTREPRENEURIAL VENTURES	3

__ MBA 653	ENTREPRENEURIAL FINANCING	3
<b>FINANCIAL VALUATION AND INVESTMENT MANAGEMENT SPECIALIZATION</b>		
__ MBA 646	MEASURING AND MANAGING VALUE	3
__ MBA 647	PORTFOLIO MANAGEMENT AND ANALYSIS	3
__ MBA 649	INVESTMENT MANAGEMENT SEMINAR	3
<b>HOSPITALITY MANAGEMENT SPECIALIZATION</b>		
__ HA 525	FOOD SERVICE ADMINISTRATION	3
__ HA 530	RESORT DEVELOPMENT AND MANAGEMENT	3
__ HA 575	SERVICE MANAGEMENT	3
<b>HUMAN RESOURCE MANAGEMENT SPECIALIZATION</b>		
__ MBA 605	MANAGING HUMAN RESOURCES	3
__ MBA 606	LABOR RELATIONS	3
__ MBA 607	BENEFITS AND COMPENSATION MANAGEMENT	3
<b>INTERNATIONAL BUSINESS MANAGEMENT SPECIALIZATION</b>		
__ MBA 661	INTERNATIONAL TRADE AND INVESTMENT	3
__ MBA 665	INTERNATIONAL FINANCIAL MARKETS	3
__ MBA 667	FOCUSED COUNTRY/REGION STUDIES	3
<b>MARKETING SPECIALIZATION</b>		
__ MBA 625	INTEGRATED MARKETING COMMUNICATIONS	3
__ MBA 626	CONSUMER NEUROSCIENCE AND BEHAVIOR	3
__ MBA 628	SPECIAL TOPICS IN MARKETING	3
<b>MEDIA MANAGEMENT SPECIALIZATION</b>		
__ COM 510	COMMUNICATION AND MEDIA TECHNOLOGIES	3
__ COM 550	MEDIA AND CULTURE	3
__ COM 575	PROFESSIONAL MEDIA PRESENTATION	3
<b>SOCIAL INNOVATION MANAGEMENT – AMANI INSTITUTE</b>		
__ MBA 503	DESIGN THINKING AS A CHANGE AGENT – AMANI INSTITUTE	2
__ MBA 505	INNER JOURNEY OF THE CHANGEMAKER – AMANI INSTITUTE	2
__ MBA 506	THE PROCESS OF SOCIAL INNOVATION – AMANI INSTITUTE	2
__ MBA 507	TECHNOLOGY SKILLS FOR SOCIAL CHANGE – AMANI INSTITUTE	1
__ MBA 508	CREATING AND MANAGING A SOCIAL VENTURE – AMANI INSTITUTE	2
<b>SPORTS MANAGEMENT SPECIALIZATION</b>		
__ SAM 604	MANAGEMENT OF SPORTS BUSINESS	3
__ SAM 630	LEGAL ASPECTS OF ATHLETICS	3
__ SAM 635	ISSUES IN INTERCOLLEGIATE AND PROFESSIONAL SPORTS	3
<b>WEB DEVELOPMENT – WYNCODE ACADEMY</b>		
__ MBA 637	RUBY ON RAILS - WYNCODE	1.5
__ MBA 638	UNDERSTANDING OBJECT - WYNCODE	1.5
__ MBA 639	FRONT END WEB DEVELOPMENT – WYNCODE	1.5
__ MBA 641	UNDERSTANDING DATABASES – WYNCODE	1.5
__ MBA 642	PROJECT AND PRODUCT MANAGEMENT – WYNCODE	1.5
__ MBA 643	DYNAMIC WEB DEVELOPMENT – WYNCODE	1.5
<b>INTERNATIONAL STUDY OPPORTUNITY</b>		
__ MBA 660	INTERNATIONAL BUSINESS STUDIES ABROAD	3
<b>INDEPENDENT STUDY (NON-DEGREE CREDIT HOURS)</b>		
__ MBA 697	INDEPENDENT STUDY	1-3
<b>BUSINESS INTERNSHIP (NON-DEGREE CREDIT HOURS)</b>		
__ MBA 596	BUSINESS ADMINISTRATION INTERNSHIP	0
__ MBA 698	BUSINESS ADMINISTRATION INTERNSHIP	1-3



CONSULTATION  
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LRE: ITINERANT  
SERVICES

- 3. • when determining services teachers should consider:
  - the child's ability to participate in progress in the general education
  - The student's individual needs
  - the educational & developmental progress
  - • determined by IEP team
- 4. • center-based classroom services may be delivered in an integrated facility, such as team teaching within a community-based program
- 1. • Itinerant services are designed to maintain students with organizational, emotional or behavioral disabilities within the framework of regular education classroom settings/programs
- 2. • The primary goal of the itinerant program is to establish an intervention system that allows the student to remain in the regular classroom and receive the services and supports needed
- 5. • one to one, or small group instruction, individualized group instruction



# DONALD E. AND HELEN L. ROSS COLLEGE OF EDUCATION

The Donald E. and Helen L. Ross College of Education's (RCOE) programs are delivered via experiential learning, and therefore bring research into practice. These programs challenge students to develop intellectually and personally to their fullest potential, ensuring that they are equipped with the knowledge, skills and competencies required of successful educators to meet the needs of all learners in today's diverse society.

## GRADUATE PROGRAMS

In the Donald E. and Helen L. Ross College of Education, Lynn University, the primary aim in all programs, is to provide students the knowledge, dispositions, skills and understanding necessary to exercise visionary leadership in diverse and dynamic environments. The professional preparation provided by the RCOE stresses strategic planning, collaborative problem solving, interpersonal and inter-group functioning, technological proficiency and effective communication. In our view, the ultimate mission of the department is to prepare students who will create organizational cultures that lead with the head, hand and heart.

### I. MASTER OF EDUCATION IN EXCEPTIONAL STUDENT EDUCATION (ESE)

The M.Ed. in ESE program provides students with the skills needed to work with diverse learners, especially those with disabilities in a K-12 setting. The courses focus on providing high leverage, evidence based practices, pedagogical content theory, knowledge and clinical experiences in the field as well as practical application. The intent is to produce graduates who, as teachers, are able to address the needs of the increasingly diverse student population in our schools today and who can display effective teacher leadership skills that create innovative programs to better serve students with disabilities.

#### Graduate Admission Standards for M.Ed. Program in ESE

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Undergraduate GPA of 3.0 or higher.
3. Official undergraduate and graduate transcripts of all academic coursework attempted.
4. Current résumé.
5. Statement of professional goals and a writing sample demonstrating the capacity to perform at the graduate level.
6. Two recent letters of recommendation; these can be from professional or academic sources but must be interactions that occurred within the last six months.
7. For international students who have not graduated from an accredited undergraduate institution in the United States, a satisfactory TOEFL score (550 paper-based, 213 computer-based or 80 internet-based) along with an International Transcript Evaluation and a course equivalency report must be provided. International applicants must provide official TOEFL/IELTS/-PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 80 (Internet-based), a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered. Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.

#### M.Ed. in ESE Degree Completion Requirements

1. Complete the degree in a maximum of four calendar years from the date on a student's initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA and achieve a B grade or higher in each course.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete a minimum of 40 credits.
5. Pass FTCE Exceptional Student Education (ESE) K-12 certification subject area examination.

#### Program goals

The goals of the program are to provide a curriculum that:

- Introduces students to a body of diverse theory regarding exceptional student education.
- Focuses on the interpretation of laws and rules that govern public educational institutions.
- Enhances the development of effective skills in written and oral communication, informational literacy, research-based intervention strategies and the use of technology.
- Emphasizes the critical examination and evaluation of ethical issues and implications in today's educational establishment as they relate to students and adults with disabilities.

#### Expected outcomes

Upon completion of the ESE master's degree program, students will be able to:

- Display knowledge of curriculum and instructional theories, concepts and best practices and apply them to K-12 exceptional student education settings.
- Demonstrate effective communication and interpersonal relationship skills.
- Compare and contrast the strategies used to plan, develop, implement and evaluate instructional programs for children with disabilities.
- Use abilities to assist the educational community in supporting students with disabilities in inclusive settings.
- Understand, analyze, and interpret the federal, state constitutional, statutory and regulatory provisions governing special education.
- Develop knowledge of policies and procedures for the appropriate use of technology in the field.
- Effectively implement high leverage and evidence based practices to assist students with disabilities in the least restrictive environment.

The Exceptional Student Education Program in the Donald E. and Helen L. Ross College of Education is a 40-credit hour program leading to the Master of Education degree in Exceptional Student Education and eligibility for Florida Teacher Certification in grades (K-12). The State of Florida may require additional courses in the field for certification, prior to issuing the five-year certificate.



## MASTER OF EDUCATION (M.Ed.) IN EXCEPTIONAL STUDENT EDUCATION

### COURSE REQUIREMENTS

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
___ ESE 500	FOUNDATIONS OF EXCEPTIONAL STUDENT EDUCATION	3
___ ESE 503	SPEECH LANGUAGE NEEDS FOR STUDENTS WITH DISABILITIES	3
___ ESE 505	ASSESSMENT OF EXCEPTIONAL STUDENTS	3
___ ESE 510	LITERACY FOR STUDENTS WITH DISABILITIES	3
___ ESE 515	INSTRUCTIONAL METHODS IN CONTENT AREAS	3
___ ESE 520	CLASSROOM BEHAVIOR MANAGEMENT	3
___ ESE 521	SURVEY OF LEARNING DISABILITIES	3
___ ESE 525	TRANSITION PLANNING FOR STUDENTS WITH DISABILITIES	3
___ ESE 530	TECHNOLOGY AND EXCEPTIONAL STUDENTS	3
___ ESE 531	INTRODUCTION TO AUTISM SPECTRUM DISORDERS AND THE NEEDS OF FAMILIES	3
___ ESE 541	PRINCIPLES OF APPLIED BEHAVIOR ANALYSIS	3
___ ESE 580	GRADUATE PRACTICUM IN EXCEPTIONAL STUDENT EDUCATION	3
___ ESE 581	STUDENT TEACHING IN EXCEPTIONAL STUDENT EDUCATION	3
OR		
___ *ESE 540	GRADUATE CAPSTONE RESEARCH PROJECT	3
		<b>TOTAL CREDITS 40</b>

**\*The student has the option of completing student teaching or the practicum and capstone graduate research project depending on professional goals.**



## II. MASTER OF EDUCATION IN EDUCATIONAL LEADERSHIP (M.Ed.)

### Florida State-Approved for Certification

The Educational Leadership program in the Donald E. and Helen L. Ross College of Education is a 36-credit hour program leading to a Master of Education degree in Educational Leadership and eligibility for the Florida Educational Leadership Certification (K-12), Level 1. The schedule of classes enables students to complete the program in twelve months.

The program prepares aspiring instructional leaders and administrators to meet the challenges of today's schools. The program of study includes leadership and organizational theory, applied research, professional knowledge, field experiences and school-based internship.

### Certification

The master of educational leadership with a specialization in school administration K-12 is state approved in Florida and meets all requirements of the Florida Department of Education educational leadership certification. The program focuses on preparing prekindergarten through 12th grade teachers for administrative positions in public and nonpublic schools and school systems. The program provides the foundational knowledge, skills and competencies that future instructional leaders require to ensure that they foster successful learning communities. Course content is research-based and infuses best practices in education, while aligning directly with the Florida Department of Education's program certification requirements.

Following successful passing of the FELE, completers of this program receive transcript endorsements indicating the completion of a state - approved modified program in Educational Leadership.

### Graduate Admission Standards for M.Ed. Program in Ed Leadership

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Undergraduate GPA of 3.0 or higher.
3. Official undergraduate and graduate transcripts of all academic coursework attempted.
4. Current résumé.
5. Statement of professional goals and a writing sample demonstrating the capacity to perform at the graduate level.
6. Two recent letters of recommendation; these can be from professional or academic sources but must be interactions that occurred within the last six months.

### M.Ed. in Ed Leadership Degree Completion Requirements

1. Complete the degree in a maximum of four calendar years from the date on a student's initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA and achieve a B grade or higher in each course.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete a minimum of 37 credits.
5. Pass FTCE Educational Leadership exam (FELE).

### INSTRUCTIONAL DELIVERY

Courses for the educational leadership degree in the Florida state-approved program are available online with the exception of the internship.

### Program goals

The goals of the Educational Leadership program are to provide a curriculum that:

- Ensures program graduates are able to identify and implement leadership practices that impact prioritization and results for student achievement on priority learning goals.
- Ensures program graduates are effective leaders with the ability to recruit and develop a diverse faculty and staff.
- Explores the relationship between the Florida Educational Leadership Standards and the Multi-Tier System of Supports (MTSS).
- Focuses on the interpretation of laws and rules that govern educational institutions.
- Enhances effective skills in written and oral communication, mathematical computation, information literacy, intellectual strategies and use of computers.
- Emphasizes the critical examination and evaluation of ethical issues and implications in today's educational establishment.
- Develops data analytical skills to drive decision making and school improvement.

### Expected outcomes

Upon completing of the master's degree program in Educational Leadership, students should be able to:

- Master state educational leadership standards and competencies.
- Demonstrate content areas competencies and skills.
- Display knowledge of basic leadership theories and concepts and apply them to leadership behaviors.
- Understand the relationship between communication and interpersonal relationships.
- Compare and contrast the strategies for evaluating curricular and instructional innovations.
- Develop the ability to plan, develop, implement and evaluate the financial status of an educational institution.
- Analyze the federal, state constitutional, statutory and regulatory provisions governing educational systems.
- Analyze management policies and procedures for appropriate use of technology.
- Analyze federal, state and school data to ensure effective school improvement planning.



## SCHOOL ADMINISTRATION K-12

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
___ EDL 604	INSTRUCTIONAL LEADERSHIP	3
___ EDL 606	DATA DRIVEN DECISION MAKING	3
___ EDL 607	LEADING A LEARNING ORGANIZATION	3
___ EDL 608	CRITICAL ANALYSIS OF LEGAL, ETHICAL, SOCIAL & SAFETY ISSUES	3
___ EDL 621	HUMAN RESOURCE MANAGEMENT & FACULTY DEVELOPMENT	3
___ EDL 624	SCHOOL COMMUNICATION, POLICES & PRACTICES	3
___ EDL 625	SCHOOL FINANCE, BUDGETING & OPERATIONS	3
___ EDL 626	CURRICULUM DESIGN, PLANNING & IMPLEMENTATION	3
___ EDL 628	INSTRUCTIONAL PLAN IMPLEMENTATION	3
___ EDL 635	eLEADERSHIP FOR SCHOOL TECHNOLOGY INTEGRATION	3

## FIELD BASED

EDL 699	INTERNSHIP I	3
EDL 700	INTERNSHIP II	3

**TOTAL CREDITS 37**



# DOCTORATE OF EDUCATION: EDUCATIONAL LEADERSHIP (Ed.D.)

The Doctor of Education (Ed.D.) in the Donald E. and Helen L. Ross College of Education is a three-year degree program developed in partnership with the Carnegie Foundation. The Carnegie Project on the Educational Doctorate (CPED) equips scholar-practitioners with the skills needed to connect research with practice, lead high-performing organizations and contribute to students learning. The program is designed for working professionals, who want to be leaders in a variety of education systems and settings.

## Instructional Delivery

Year round classes are delivered face-to-face in the classroom, one weekend a month (Friday, Saturday and Sunday). Every two months, students complete a class which equals 3 credits of course study.

## Program Goals/Learning Outcomes

Graduates of the Ed.D. program in K-12 Educational Leadership will be:

- Scholar practitioners able to use self-analysis, inquiry and purposeful reflection to continually improve their own practice.
- Scholar practitioners, who ask engaging and important questions, formulate appropriate strategies for investigating these questions, conduct investigations with a high degree of competence, analyze and evaluate the results of the investigations, and communicate the results to others.
- Scholar practitioners who understand the dynamics of educational systems and are able to leverage those systems in coherent, aligned strategies for educational change by creating democratic learning communities that move school systems toward meeting student achievement goals.
- Scholar practitioners who possess the knowledge and ability to ensure that all students are producing high quality work and achieving at optimum levels by fostering effective curricular programs, student-centered learning environments and accountable school cultures that reflect high expectations for student outcomes.
- Scholar practitioners who are culturally competent and advocate purposefully for equity in a diverse metropolitan society.
- Scholar practitioners who inspired shared vision and commitment to high student achievement informed by best practices by developing structures and processes fostering collaboration and inquiry for continuous instructional improvement.
- Scholar practitioners who are practitioner-researchers who purposefully engage in inquiry and construct knowledge that promotes equity in diverse metropolitan areas advancing the public good.
- Scholar practitioners who value the application of theory in practice and conduct systemic institutional inquiry, identifying critical issues using data to drive decision-making.

## Program of Study

The Ed.D. at Lynn University in the Ross College of Education is a 52-credit program:

- Leadership theory and practice – 6 courses (18 credit hours)
- Leadership applied to K-12 settings – 4 courses (12 credit hours)
- Research methods – 4 courses (12 credit hours)
- Capstone/Dissertation research – 3 courses (9 credit hours)
- Complete GSR 501, Graduate Orientation Seminar (one credit).

**TOTAL CREDITS 52**

There are four program themes

- Leadership
- Accountability
- Equity and Diversity
- Learning and Instruction

Students enrolled in the Ed.D. program must maintain a cumulative 3.25 GPA and achieve a B grade or higher in each course.

## ORIENTATION

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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## LEADERSHIP THEORY AND PRACTICE

___ EDU 701	LEADERSHIP, POLICY AND CONTEXT	3
___ EDU 703	EDUCATIONAL POLICY, POLITICS AND PROFESSIONAL ETHICS	3
___ EDU 705	MULTICULTURAL SOCIAL ORGANIZATION	3
___ EDU 707	LEADERSHIP IN A METROPOLITAN CONTEXT	3
___ EDU 709	SOCIAL, PSYCHOLOGICAL AND PHILOSOPHICAL ISSUES IN EDUCATION	3
___ EDU 711	GLOBAL PERSPECTIVES ON EDUCATION REFORM	3

## LEADERSHIP APPLIED TO K-12 SETTINGS

___ EDU 726	INSTRUCTIONAL & CURRICULUM LEADERSHIP	3
___ EDU 727	PUBLIC SCHOOL LAW	3
___ EDU 728	STUDENT MOTIVATION & COGNITION	3
___ EDU 729	PLANNING & MANAGEMENT IN SCHOOL FUNDING AND FACILITIES	3



## RESEARCH METHODS

___ EDU 702	PROGRAM EVALUATION	3
___ EDU 704	ACTION RESEARCH	3
___ EDU 706	RESEARCH DESIGN AND ANALYSIS	3
___ EDU 708	CRITIQUING & REVIEWING RESEARCH LITERATURE	3

## CAPSTONE/DISSERTATION

___ EDU 801	PART I: IDENTIFYING THE PROBLEM AND THE PURPOSE OF STUDY	3
___ EDU 802	PART II: THE GATHERING OF EVIDENCE	3
___ EDU 803	PART III: FINDING/REPORT/OUTCOMES	3

## TOTAL CREDITS 52

___ EDU 804*	DISSERTATION RESEARCH IV (PLEASE SEE COURSE DESCRIPTION)	3
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## Review Criteria

The candidate must comply with all academic rules, regulations, and time lines set forth by the College of Education. These include, but are not limited to, maintaining an acceptable degree plan and cumulative grade point average (GPA), completing required course work, passing the mid-program performance review and Scholarly Practitioner Portfolio Presentation (end of sixth semester), approval of dissertation in practice proposal, and successful completion, presentation, and defense of the dissertation in practice.

## Performance Reviews

Performance in the program will be assessed in several ways. Conventional individual course performance measures (such as grades) are coupled with the mid-program review by program faculty who additionally provide performance feedback on candidate's presentation of their electronic Scholarly Practitioner Portfolio. In addition, each candidate must complete a minimum of two critical assignments per class and a culminating original research study, referred to as the Dissertation in Practice (DiP). The former serves to display mastery, synthesis, and application of knowledge and skills gained during the Ed.D. program. The latter serves as an opportunity to integrate and use skills gained during the program of study.

A candidate who has committed academic misconduct must complete the remedial actions required of the misconduct review process. These are all required actions.

## Mid-Program Review

Students who are admitted to the doctoral program will have their mid-program review during their fifth semester. Students may be strongly encouraged to continue in the program, recommended to remain in the program, placed on probation, or asked to leave the program as a consequence of this review. This review considers the whole of the student's work to date, including attendance, participation, comprehension, and writing as well as any other factors deemed important by the faculty. The review assesses the student's potential for success at the dissertation in practice stage.

All students will be notified by letter of the results of this review; every student so reviewed may make an appointment with the Director of the Ed.D. Program in Educational Leadership to discuss the results. Students who do not pass the review will be dismissed from the program, effective at the end of the academic year (or the semester in which the review results are reported to the student).

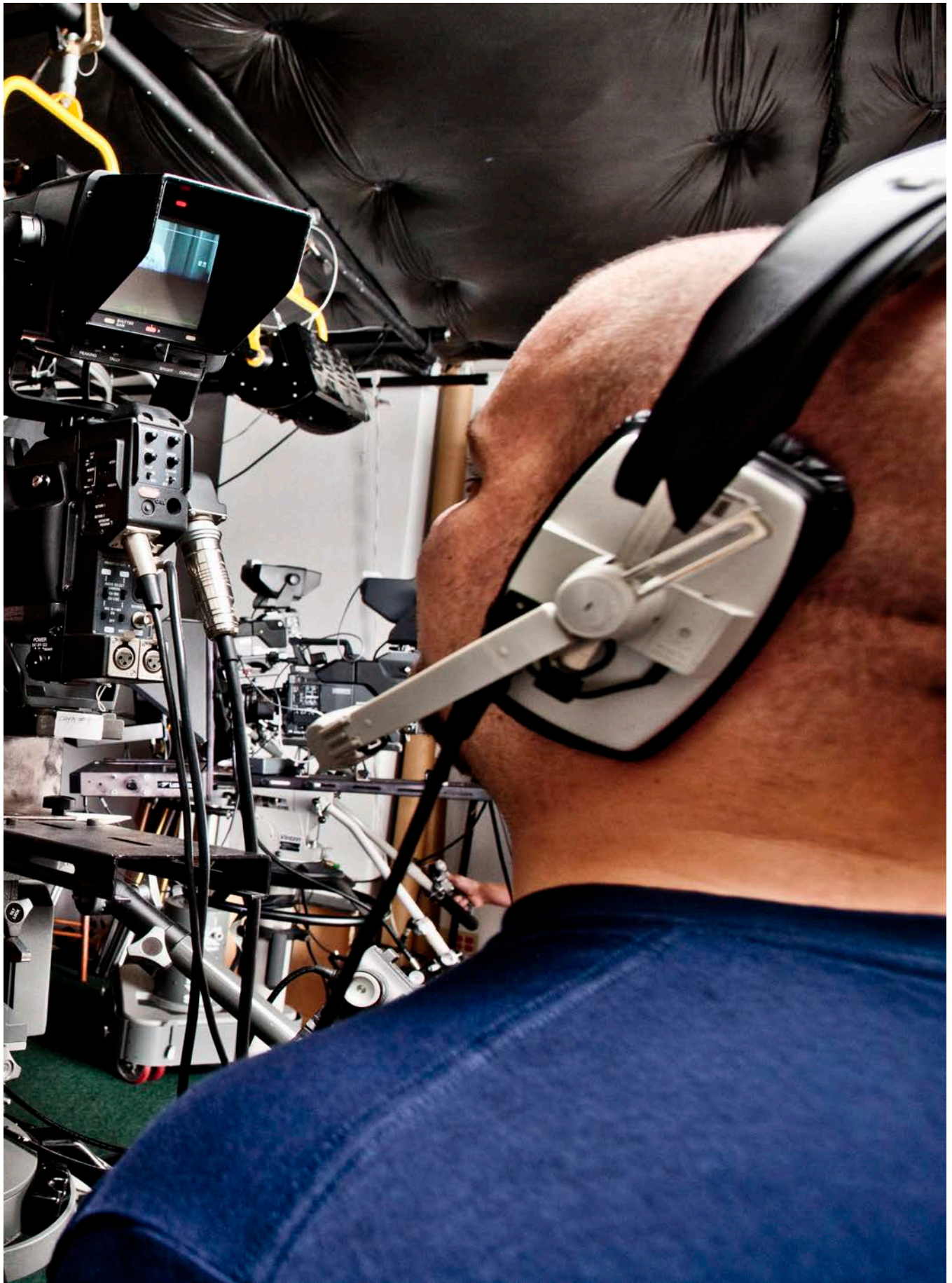
## Improvement Process

The improvement process includes the following steps:

5. The student should develop a performance improvement plan with their identified mentor. This plan must include steps and a time line for achieving satisfactory progress over the remaining four semesters.
6. The performance improvement plan should be submitted to the Director of the Ed.D. Program in Educational Leadership.
7. After the performance improvement plan is approved by the Director of the Ed.D. Program in Educational Leadership, the student and mentor will meet with the Director of the Ed.D. Program in Educational Leadership and the Dean of the College of Education to discuss the student's performance and the plans for improving it.
8. The Dean of the College of Education will decide whether and when all tasks in the improvement plan have been successfully completed. The recommendation by the mentor will be taken into account for this decision.

## Appeals Procedure

Students who are asked to leave the program at mid-program review may appeal the procedure by notifying the Dean of the College of Education in writing within two weeks of the date on the letter of notification. The letter should state the grounds of the appeal. If new information is forthcoming, it must be given to the Dean of the College of Education. The Director of the Ed.D. Program in Educational Leadership will reconvene the Review Committee to consider the appeal within one week of the date on the letter of notification, and the final decision will be conveyed to the student within a reasonable period of time thereafter.



# EUGENE M. AND CHRISTINE E. LYNN COLLEGE OF INTERNATIONAL COMMUNICATION

## MISSION STATEMENT

The Lynn University College of International Communication (CIC) provides students an opportunity to acquire the knowledge, skills and experience necessary to build successful communication careers in the global media marketplace.

The college is committed to blending a strong liberal arts concentration with professional programs in communication that offer “hands-on” educational opportunities in film and television directing, writing, camera work, lighting, set design and digital editing; theater and media performance; journalism, advertising and public relations; studies in traditional and emerging media; and multimedia design, including the study of photography, animation and graphic design.

The unique combination of theory, practice and internships offers students an opportunity to build a solid foundation for success in the competitive fields of communication. The college's innovative approach to collaborative education enables students to participate in integrated learning projects that simulate media industries and promote the transition to professional positions in communication and media.

## FACILITIES

State-of-the-art digital facilities house broadcast and cinema production and post-production centers, multimedia design labs with 3D 3-D printing and motion capture animation studios that enable students to develop professional skills and an advanced understanding of studio, field and news production, as well as digital post-production and editing. Instructional facilities for new media promote the early adoption of developing technologies into the mass media mix, including social and mobile media, Web design, audio/video streaming, interactive business presentations and emerging media.

## GRADUATE PROGRAM

### MASTER OF SCIENCE IN COMMUNICATION AND MEDIA (M.S.)

The Master of Science in Communication and Media is an advanced degree designed for media professionals and recent baccalaureate graduates who plan careers as media scholars and/or practitioners. The program emphasizes the application of technology and new media delivery systems in the evolving media environment.

#### Graduate Admission Standards for M.S. in Communication and Media

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Undergraduate GPA 3.0 or higher.
3. Official undergraduate transcripts.
4. A letter of recommendation from an academic or professional source.
5. A writing sample demonstrating the capacity to perform at the graduate level.
6. For international students who have not graduated from an accredited undergraduate institution in the United States, a satisfactory TOEFL score (550 paper-based, 213 computer-based or 80 internet-based) along with an International Transcript Evaluation and a course equivalency report must be provided. International applicants must provide official TOEFL/IELTS/-PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 80 (Internet-based), a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered. Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.

#### Completion Requirements

1. Complete the degree in four calendar years from the date of a student's initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA and achieve a C (2.0) grade or higher in each course.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete 36 graduate credits of foundation and specialization course work, including a creative project or thesis in the Media Studies and Practice specialization or digital portfolio in the Digital Media specialization.\*

\* In the Media Studies and Practice specialization, COM 540 and COM 545 may be substituted for the creative project or thesis.

#### Curriculum

The curriculum seeks a balance of theory and practice by incorporating a substantive foundation of communication and media theory, research, law and history with multiple layers of practical application in content production and delivery.

The interdisciplinary nature of the degree permits students who have undergraduate degrees in a variety of majors to enter the program without penalty. Students without an undergraduate degree in a media-related discipline may be required to complete a limited number of lower-level courses.

The M.S. in Communication and Media is made up of 37 credit hours of academic courses and creative project or thesis. One (1) of the credit for orientation, eighteen (18) of the 37 credits are foundation courses and 18 credits are specialization courses: The creative project/thesis and the digital portfolio are determined and evaluated by the candidate's graduate committee. M.S. graduate committees are composed of the candidate's major professor and two members of the faculty.

## MASTER OF SCIENCE (M.S.) IN COMMUNICATION AND MEDIA

### CURRICULUM OVERVIEW: M.S. IN COMMUNICATION AND MEDIA

#### I. ORIENTATION

__ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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#### II. FOUNDATION COURSES

**18 CREDITS**

__ COM 505	HISTORY OF COMMUNICATION AND MEDIA	3
__ COM 510	COMMUNICATION & MEDIA TECHNOLOGIES	3
__ COM 515	MEDIA LAW AND REGULATION	3
__ COM 525	INTERNATIONAL MEDIA	3
__ COM 550	MEDIA AND CULTURE	3
__ COM 575	PROFESSIONAL MEDIA PRESENTATION	3

#### III. SPECIALIZATION COURSES

(Choose one specialization from the following)

##### MEDIA STUDIES AND PRACTICE SPECIALIZATION

**18 CREDITS**

__ COM 500	THEORIES IN COMMUNICATION AND MEDIA	3
__ COM 520	RESEARCH METHODS FOR COMMUNICATION AND MEDIA	3
__ COM 555	MEDIA, PUBLICS AND SOCIAL CHANGE	3
__ COM 570	VISUAL COMMUNICATION PRACTICE	3
__ COM 590*	CREATIVE PROJECT/THESIS SEMINAR I	3
__ COM 595*	CREATIVE PROJECT/THESIS SEMINAR II	3

\*The following courses may be substituted for COM 590 and COM 595: COM 540 TOPICS IN COMMUNICATION AND MEDIA I and COM 545 TOPICS IN COMMUNICATION AND MEDIA II.

##### DESIGN STRATEGIES FOR WEB DEVELOPMENT\*

**18 CREDITS**

__ GVC 521	UNDERSTANDING OBJECT-ORIENTED PROGRAMMING (OOP) - WYNCODE	1.5
__ GVC 522	FRONT END WEB DEVELOPMENT - WYNCODE	1.5
__ GVC 523	UNDERSTANDING DATABASES - WYNCODE	1.5
__ GVC 524	DYNAMIC WEB DEVELOPMENT - WYNCODE	1.5
__ GVC 526	PROJECT AND PRODUCTION MANAGEMENT - WYNCODE	1.5
__ GVC 527	RUBY ON RAILS - WYNCODE	1.5
__ GVC 530	AESTHETICS OF DIGITAL PHOTOGRAPHY	3
__ GVC 570	DIGITAL STORYTELLING	3
__ GVC 575	IMAGEMAKING AS EXPRESSION	3

\*Lynn University offers this innovative specialization in Design Strategies for Web Development in collaboration with Wyncode. The program allows students to gain skills in both back-end and front-end design. Students earn nine academic credits from Wyncode paired with nine academic credits from Lynn University to satisfy the specialization requirements.

##### DIGITAL MEDIA SPECIALIZATION

**18 CREDITS**

__ GVC 530	AESTHETICS OF DIGITAL PHOTOGRAPHY	3
__ GVC 535	DRAWING AND DESIGN THEORY AND PRACTICE	3
__ GVC 570	DIGITAL STORYTELLING	3
__ GVC 575	IMAGEMAKING AS EXPRESSION	3
__ GVC 580	ANIMATION AND MOTION GRAPHICS	3
__ GVC 585	AESTHETICS AND PRACTICE OF 3D ANIMATION	3

#### Digital Portfolio

Following successful completion of 18 credits in the Digital Media and the Design Strategies for Web Development specializations, students are required to submit two copies of a digital portfolio composed of course assignments in COM and GVC courses for review by a committee of three members of the college faculty. The Digital Portfolio is not required for students in the Media Studies and Practice specialization.



### Creative Project/Thesis

The creative project offers candidates in the Media Studies and Practice specialization the opportunity and the means to demonstrate the acquisition, mastery and integration of appropriate knowledge and skills in the field. Students are expected to select a creative project that fits professional and career objectives. The creative project is not required for students in the Digital Media specialization.

The thesis is an original work conducted with scholarly rigor. The work must demonstrate the mastery of research skills and be theoretically significant. Students who wish to pursue doctoral studies are encouraged to choose the thesis option.

### Grading of the Creative Project/Thesis

All projects/theses must be completed within one year of the date of the accepted proposal. The creative project/thesis culminates in a public presentation and an oral defense. The creative project/thesis is graded on a pass/fail basis. In the event of a failing grade, students may resubmit their work within 90 days of the decision.

Students are required to enroll in COM 595 for 3 credits in the term following successful completion of COM 590. Students who fail to successfully complete COM 595 – CREATIVE PROJECT/THESIS SEMINAR II in the term following completion of COM 590 – CREATIVE PROJECT/THESIS SEMINAR I must reenroll in COM 595 for one credit in consecutive terms.

### Completion of the Creative Project/Thesis

Upon successful completion of the creative project/thesis, the student must submit two copies, one for the university library and one for the College of International Communication.

## GRADUATE CERTIFICATE IN DIGITAL MEDIA

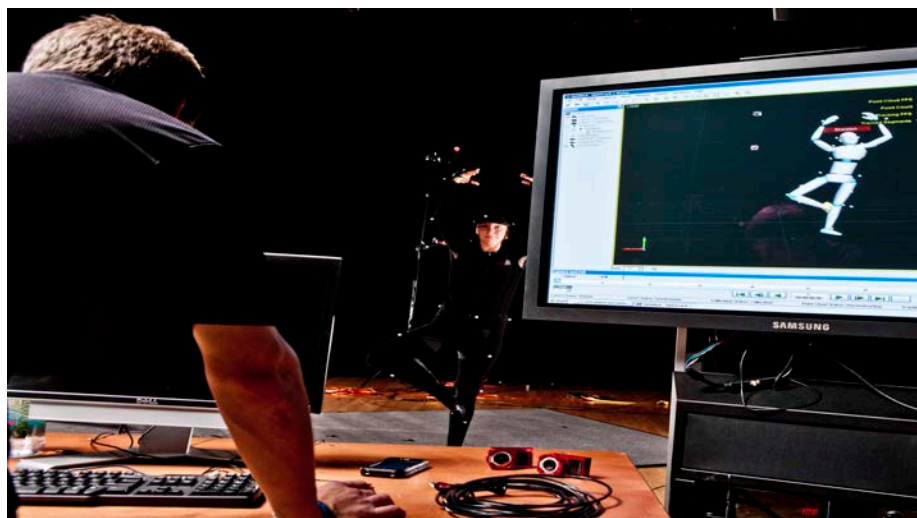
The Graduate Certificate in Digital Media consists of 18 credits of graduate course work that comprise theories, concepts and practices of digital media. The required courses correspond to courses in the Digital Media specialization in the M.S. in Communication and Media. Students enrolled in the Media Studies and Practice specialization in the M.S. in Communication and Media program or who have completed the latter are eligible to enroll in the Graduate Certificate in Digital Media program. Students who hold master's degrees in other academic areas and/or students who hold a bachelor's degree from an accredited institution must meet the graduate admission standards for the M.S. in Communication and Media.

Following successful completion of 18 credits in the Digital Media specialization, students are required to submit two copies of a digital portfolio composed of course assignments in GVC courses for review by a committee of three members of the college faculty.

### CERTIFICATE IN DIGITAL MEDIA

19 CREDITS

__ GSR 501	GRADUATE ORIENTATION SEMINAR	1
__ GVC 530	AESTHETICS OF DIGITAL PHOTOGRAPHY	3
__ GVC 535	DRAWING AND DESIGN THEORY AND PRACTICE	3
__ GVC 570	DIGITAL STORYTELLING	3
__ GVC 575	IMAGEMAKING AS EXPRESSION	3
__ GVC 580	ANIMATION AND MOTION GRAPHICS	3
__ GVC 585	AESTHETICS AND PRACTICE OF 3D ANIMATION	3



# CONSERVATORY OF MUSIC

## MISSION STATEMENT

The mission of the Conservatory of Music at Lynn University is to provide high-quality professional education for gifted young musicians and set a superior standard for music education worldwide. Primary among the goals of the Conservatory is the nurture and education of the student body with a thorough attention to musicianship, artistry and skills needed to be competitive in the field of music performance. The aim is to train instrumental music students of high achievement through intensive programs of study in order to prepare them for performance careers. In addition, the Conservatory of Music offers a major in music composition. The Conservatory faculty forms a community of exceptionally accomplished and dedicated individuals striving toward similar goals. The artist-faculty maintain active performance careers and bring their experience and expertise to the aspiring student body.

The Conservatory offers baccalaureate and post-baccalaureate level programs of study to music students who have previous extensive preparation in musical performance and/or composition. The program focuses on rigorous, professional instruction and offers a full and progressive curriculum leading to the Bachelor of Music degree, Professional Performance Certificate or Master of Music degree. Students are selected for enrollment from across the United States and globally through a stringent audition process. Artistic talent and ability, along with potential for growth, are the primary criteria for admission. Following are the requirements for obtaining post-baccalaureate degrees from the Conservatory:

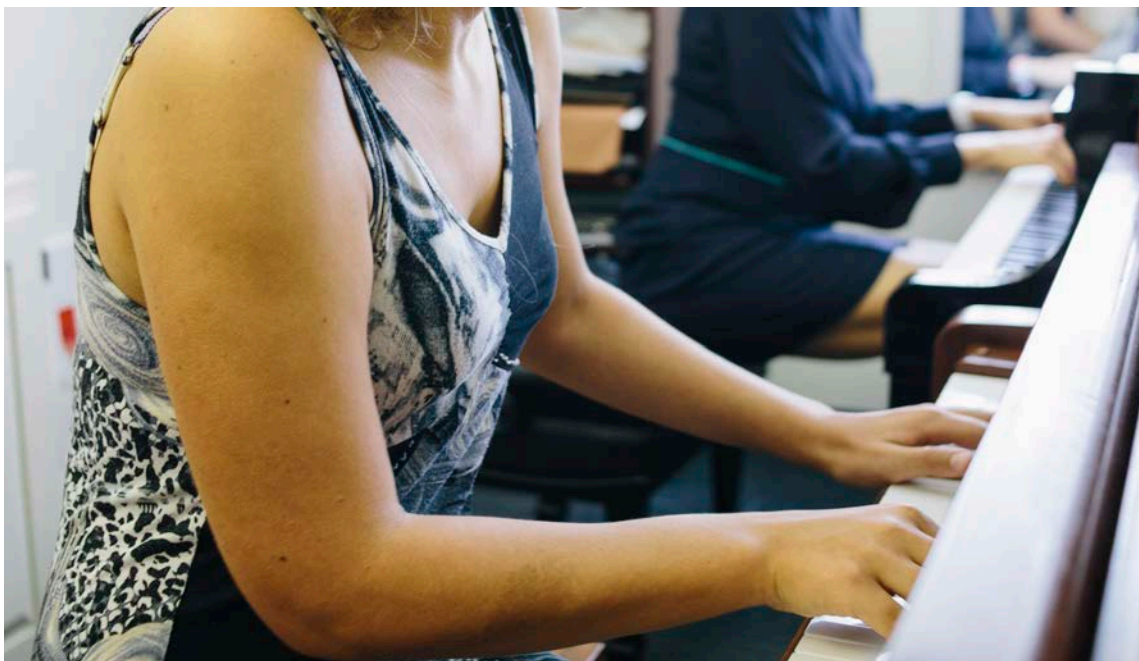
## GRADUATE PROGRAM

### MASTER OF MUSIC (M.M.)

#### Graduate Admission Standards for M.M. in Music

Students are required to meet the following prerequisites for admission to the program:

1. A bachelor's degree from an accredited institution.
2. Official undergraduate transcripts.
3. Two Conservatory recommendation forms.
4. An audition for performance and instrumental collaborative piano majors; a portfolio of three original compositions and, if available, recordings for composition majors.
5. For international students who have not graduated from an accredited undergraduate institution in the United States, a satisfactory TOEFL score (550 paper-based, 213 computer-based or 80 internet-based) along with an International Transcript Evaluation and a course equivalency report must be provided. International applicants must provide official TOEFL/IELTS/-PTE Academic scores if English is not the applicant's first language. Applicants with a minimum TOEFL score of 80 (Internet-based), a minimum IELTS score of 6.5 or a minimum PTE Academic score of 55 will be considered (not required for Professional Performance Certificate applicants). Consideration may be given to students who fall slightly below Lynn University's TOEFL/IELTS/PTE Academic English requirement. These cases will be reviewed on an individual basis by the Office of Admission.





## MASTER OF MUSIC IN PERFORMANCE (M.M.)

This is a two-year program of study at the post-baccalaureate level for students of piano, violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, French horn, trombone, bass trombone, tuba, harp or percussion. Students will hone their technical skills, expand their repertoire, acquire performance experience and develop the ability to communicate an artistic vision. Each student will have the opportunity to bring his/her talent to fruition through extensive performance experiences and through expanded theoretical and historical knowledge. Academic and practical training will provide comprehension, application and synthesis of knowledge.

The Master of Music degree in Performance is designed to prepare each candidate for a variety of music and music-related professions. Its purpose is to train the graduate student and to provide this student with the tools needed to attain professional competence and specialization in the area of performance.

### M.M. Degree in Performance Completion Requirements

1. Complete the degree in four calendar years from the date on a student's initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete 36 credits of music courses, including four semesters of applied music study (16 credits, 20 credits for pianists), four academic music courses (12 credits), four semesters of Performance Forum (0 credit), various performance requirements (a full recital, a concerto performance, a chamber work performance – each 0 credit), participate in two January terms (0 credit) and pass a comprehensive exam (0 credit) given near the conclusion of degree study. String, wind, brass, harp & percussion students are required to complete four semesters of large ensemble (4 credits), four semesters of small ensemble (4 credits) and perform a mock audition (0 credit). Piano students are required to complete four semesters of small ensemble (4 credits) and perform a sight reading jury for pianists (0 credit).
5. Pass proficiency exams in music history and music theory.

### M.M. IN PERFORMANCE

#### ORIENTATION

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
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#### GENERAL MUSIC REQUIREMENTS

**16 CREDITS**

___ MUG 580	MUSIC ENTREPRENEURSHIP	3*
___ MUH 530	BIBLIOGRAPHY AND RESEARCH SKILLS	3*
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ MUR 600	GRADUATE RECITAL	0
___ MUR 601	COMPREHENSIVE EXAM	0
___ MUS 511	SMALL ENSEMBLE (4 semesters-1 credit)	4
___ MUH 500+	MUSIC HISTORY ELECTIVE	3
___ MUT 570	ANALYTICAL TECHNIQUES OF MUSIC	3
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0

#### FOR STRINGS, WINDS, BRASS, HARP & PERCUSSION

**20 CREDITS**

___ MUS 501	APPLIED INSTRUMENT: MM (4 semesters-4 credits)	16
___ MUS 521	LARGE ENSEMBLE (4 semesters-1 credit)	4
___ MUS 525	ORCHESTRAL REPERTOIRE (Winds, Brass & Percussion only) (4 semesters-0 credit)	0

#### FOR PIANISTS

**20 CREDITS**

___ MUS 501	APPLIED INSTRUMENT: MM (4 semesters-5 credits)	20
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**TOTAL CREDITS 37**

\* For pianists only: MUG 529 or MUP 525 may be substituted for MUG 580 and MUH 530.



## MASTER OF MUSIC IN INSTRUMENTAL COLLABORATIVE PIANO (M.M.)

This is a two-year program of study at the post-baccalaureate level for students of collaborative piano. Students will pursue advanced studies in instrumental collaboration through extensive practical experience in both the studio and on stage through a practicum divided evenly between strings (one year) and woodwinds, brass and percussion (one year). Weekly applied lessons, chamber coachings, seminar participation and a weekly studio class compliment coursework in piano literature, pedagogy and other music academics providing the student with the tools needed to attain professional competence and specialization in the area of instrumental collaboration.

### M.M. Degree in Collaborative Piano Completion Requirements

1. Complete the degree in four calendar years from the date on a student's initial registration or be held to any new degree requirements.
2. Maintain a cumulative 3.0 GPA.
3. Complete GSR 501, Graduate Orientation Seminar (one credit).
4. Complete 36 credits of music courses, including four semesters of applied music study (12 credits), three semesters of small ensemble (3 credits), Seminar in Solo Piano (1 credit), one academic music course (3 credits), collaborative piano courses (14 credits), Piano Pedagogy (3 credits), a sight reading jury for pianists (0 credit), four semesters of Performance Forum (0 credit), one full student collaborative recital (0 credit), participate in two January terms (0 credit) and pass a comprehensive exam (0 credit) given near the conclusion of degree study.
5. Pass proficiency exams in music history and music theory.

### M.M. IN INSTRUMENTAL COLLABORATIVE PIANO

___ GSR 501	GRADUATE ORIENTATION SEMINAR	1
___ MUS 501	APPLIED INSTRUMENT: MM (4 semesters- 3 credits)	12
___ MUP 526	ADVANCED COLLABORATIVE PIANO LITERATURE I	2
___ MUP 527	ADVANCED COLLABORATIVE PIANO LITERATURE II	2
___ MUP 529	PIANO PEDAGOGY	3
___ MUP 601	SEMINAR IN COLLABORATIVE PIANO I	1
___ MUP 602	SEMINAR IN COLLABORATIVE PIANO II	1
___ MUP 603	COLLABORATIVE PIANO: PRACTICUM (4 semesters-2 credits)	8*
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ MUR 600	GRADUATE RECITAL	0
___ MUR 601	COMPREHENSIVE EXAM	0
___ MUS 511	SMALL ENSEMBLE (3 semesters-1 credit)	3
___ MUP 605	SEMINAR IN SOLO PIANO	1
___ MUG, MUH, MUT 500+	MUSIC ACADEMIC ELECTIVE	3**
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0
		<b>TOTAL CREDITS 37</b>

Instrumental Collaborative Piano students are required to participate in 2 juries during their degree program.

\* M.M. students: Five documented hours per week. Candidates will complete two semesters of string practicum and one each of woodwinds and brass/percussion in no predetermined order.

Assignments will include participation in lessons, master classes and studio class as assigned by teacher.

\*\*Music Academic Electives may be selected from the following courses: MUG 580 Music Entrepreneurship, MUH 530 Bibliography and Research Skills, MUH 562, 563, 566, 568 Seminars in Music History (various topics) and MUT 570 Analytical Techniques of Music.





# MASTER OF MUSIC IN COMPOSITION (M.M.)

This is a two-year program of study at the post-baccalaureate level for students of music composition. Students will pursue advanced studies in composition through private study and will complement this study with graduate-level course work in music theory, music history and other music electives. The Master of Music degree in Composition is designed to train and provide the graduate student with the tools needed to attain professional competence and specialization in the area of composition and to continue graduate studies at the doctoral level.

## M.M. Degree in Composition Completion Requirements

- 1. Complete the degree in four calendar years from the date on a student's initial registration or be held to any new degree requirements.
- 2. Maintain a cumulative 3.0 GPA.
- 3. Complete 36 credits of music courses, including four semesters of applied music-composition study (16 credits), four academic music courses (12 credits), four semesters of Performance Forum (0 credit), music electives (8 credits), a full recital of original compositions and pass a comprehensive exam (0 credit) given near the conclusion of degree study.
- 4. Pass proficiency exams in music history and music theory.

## M.M. IN COMPOSITION

__ GSR 501	GRADUATE ORIENTATION SEMINAR	1
__ MUS 501	APPLIED INSTRUMENT: MM (4 semesters-4 credits)	16
__ MUG 580	MUSIC ENTREPRENEURSHIP	3
__ MUH 530	BIBLIOGRAPHY AND RESEARCH SKILLS	3
__ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
__ MUR 600	GRADUATE RECITAL	0
__ MUR 601	COMPREHENSIVE EXAM	0
__ MUH 500+	MUSIC HISTORY ELECTIVE	3
__ MUT 570	ANALYTICAL TECHNIQUES OF MUSIC	3
__ MU- 500+	GRADUATE MUSIC ELECTIVES	8
TOTAL CREDITS 37		



# GRADUATE CERTIFICATE PROGRAM

## PROFESSIONAL PERFORMANCE CERTIFICATE (PPC)

This is a two-year program of study at the post-baccalaureate level for students of piano, instrumental collaborative piano, violin, viola, cello, double bass, flute, oboe, clarinet, bassoon, trumpet, French horn, trombone, bass trombone, tuba, harp, percussion, or chamber music, with primary focus on advanced performance and the preparation of students for the professional world. The requirements for completion of this program include intensive applied study with specific performance requirements encompassing recitals, concerti, orchestral excerpts and chamber music, four semesters of Performance Forum (0 credits) and participation in two January terms (0 credit). In addition, students enrolled in the Professional Performance Certificate program fulfill their remaining performance requirements in a preferred area of specialization (i.e., solo, chamber music, orchestral or a combination of these). Entrance to the Professional Performance Certificate program is limited to those who have completed a Bachelor of Music degree or an approved equivalent course of study and who pass an entrance audition on their major instrument.

### FOR STRINGS, WINDS, BRASS & PERCUSSION

### 24 CREDITS

___ MUS 601	APPLIED INSTRUMENT: PPC (4 semesters-4 credits)	16
___ MUS 521	LARGE ENSEMBLE (4 semesters-1 credit)	4
___ MUS 525	ORCHESTRAL REPERTOIRE (Winds, Brass & Percussion) (4 semesters-0 credit)	0
___ MUS 511	SMALL ENSEMBLE (4 semesters-1 credit)	4
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0
___ MUR 600	GRADUATE RECITAL	0

### FOR PIANISTS

### 20 CREDITS

___ MUS 601	APPLIED INSTRUMENT: PPC (4 semesters-4 credits)	16
___ MUS 511	SMALL ENSEMBLE (4 semesters-1 credit)	4
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0
___ MUR 600	GRADUATE RECITAL	0

### FOR CHAMBER MUSIC

### 20 CREDITS

___ MUS 601	APPLIED INSTRUMENT: PPC (4 semesters-4 credits)	16
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ MUR 600	GRADUATE RECITAL (2 recitals: 1 full, 1 lecture/recital)	0
___ MUR 521	LARGE ENSEMBLE (Strings, winds, brass & percussion only; 4 semesters-1 credit)	4
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0
___ MUP 604	PIANO PRACTICUM (Pianists only; 4 semesters-1 credit)	4

### FOR INSTRUMENTAL COLLABORATIVE PIANISTS

### 26 CREDITS

___ MUS 601	APPLIED INSTRUMENT: PPC (4 semesters-3 credits)	12
___ MUP 601	SEMINAR IN COLLABORATIVE PIANO I	1
___ MUP 602	SEMINAR IN COLLABORATIVE PIANO II	1
___ MUP 603	COLLABORATIVE PIANO: PRACTICUM (4 semesters-2 credits)	8
___ MUR 501	PERFORMANCE FORUM (4 semesters-0 credit)	0
___ MUR 600	GRADUATE RECITAL (2 collaborative recitals)	0
___ MUS 511	SMALL ENSEMBLE (3 semesters-1 credit)	3
___ DJMC 500+	INTENSIVE ARTS (2 January terms-0 credit)	0
___ MUP 605	SEMINAR IN SOLO PIANO	1





## Chapter IX.

# Course Descriptions

### **ACC 205 FINANCIAL REPORTING AND MANAGEMENT DECISIONS 3 CREDITS**

The study of fundamental accounting principles as applied to financial statement preparation and the accounting concepts and techniques as applied to managerial planning and control of assets.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

### **AFS 100 FOUNDATIONS OF THE U.S. AIR FORCE**

This course is designed to show the potential Air Force officer what role today's Air Force plays in the defense of our nation, what role they can fill in today's Air Force, and finally what the Air Force offers them both today in AFROTC and later, should they choose the Air Force as a profession after AFROTC.

**Credits:** 1  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

### **AFS 101 FOUNDATIONS OF THE U.S. AIR FORCE**

A continuation of AFS 100.

**Credits:** 1  
**Offered:** Spring  
**Lab Fee:** AFS 100  
**Pre-Reqs:** None

### **AFS 200 EVOLUTION OF USAF AIR/SPACE POWER**

This course is designed to examine general aspects of air and space power through a historical perspective. It will cover the time period from the first balloons and dirigibles to the space-age global positioning systems to the Persian Gulf War. Historical examples will be provided to extrapolate the development of Air Force capabilities and missions to demonstrate the evolution of what has become today's U.S. Air Force air and space power.

**Credits:** 1  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

### **AFS 201 EVOLUTION OF USAF AIR/SPACE POWER**

A continuation of AFS 200.

**Credits:** 1  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** AFS 200

### **AFS 300 LEADERSHIP AND MANAGEMENT**

This is a survey course designed to give cadets an overview of the subject; it is not a content course. Covered are listening, speaking and writing skills in the peculiar Air Force format. Additionally, students will be expected to comprehend various aspects of Air Force leadership, individual leadership, Air Force officers' duties and responsibilities, as well as how to apply concepts of ethical behavior.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

### **AFS 301 LEADERSHIP AND MANAGEMENT**

A continuation of AFS 300.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** AFS 300

### **AFS 400 NATIONAL SECURITY POLICY**

Focus is on the examination of the national security process, regional studies, advanced military justice, civilian control of the military, preparation for active duty and current issues affecting military professionalism.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**AFS 401                    NATIONAL SECURITY POLICY**

A continuation of AFS 400. Prerequisite AFS 400. Offered: Spring.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** AFS 400

**AVM 102                    AVIATION HISTORY**

A survey of the entire spectrum of aviation—its evolution from balloons to supersonic transports and space travel, its contemporary situation and problems, as well as its potential.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 120                    PRIMARY FLIGHT THEORY AND TRAINING, SOLO**

Provides the student with the theoretical knowledge and practical skills to meet all FAA requirements for solo flight under FAR Part 141 in a single-engine, land class airplane.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** None

**AVM 121                    PRIMARY FLIGHT THEORY AND TRAINING, PPL**

Provides the student with the theoretical knowledge and practical skill to complete all FAA written, oral and flight training requirements for the award of the Private Pilot License for single-engine, land class aircraft as required under FAR Part 141.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 120

**AVM 123                    AVIATION FLIGHT THEORY STUDIES**

This course will account for the supplemental self-study required to accomplish all FAA required training for the various flight licenses and ratings offered by the School of Aeronautics.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 125                    PRIMARY HELICOPTER –SOLO XC**

Provides the student the theoretical knowledge and practical skills all FAA written, oral and flight training requirements to perform solo cross country-helicopter as required under FAR Part 141.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** None

**AVM 126                    PRIMARY HELICOPTER-PPL**

Provides the student with the theoretical knowledge and practical skills to meet all FAA requirements for the award of the Private Pilot License-helicopter under FAR Part 141.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 125

**AVM 220                    INSTRUMENT FLIGHT THEORY AND TRAINING, BASIC**

Instrument flight theory and training accomplished in compliance with FAR Part 141 that prepares the student to accomplish a ground and flight progress check covering basic attitude instrument flying and basic instrument navigation.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 121

**AVM 221 INSTRUMENT FLIGHT THEORY AND TRAINING, ADVANCED**

Advanced instrument flight theory and training accomplished in compliance with FAR Part 141 that prepares the student for the FAA written, oral and flight training leading to the instrument rating.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 220

**AVM 226 AVIATION WEATHER**

A study of atmospheric phenomena, weather principles, forecasting techniques and weather information dissemination as they relate to and impact flight operations.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 230 COMMERCIAL FLIGHT THEORY**

Provides the required flight theory and prepares the student for the FAA written and oral tests for the commercial pilot certificate.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 221, or instrument rating

**AVM 231 COMMERCIAL FLIGHT TRAINING**

Completes the required flight knowledge and skills and prepares the student for the FAA flight test leading to the commercial pilot certificate.

**Credits:** 1  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** AVM 230, or instrument rating

**AVM 232 COMMERCIAL HELICOPTER ADD ON**

Provides the student with the aeronautical knowledge to meet all FAA requirements for the practical examination for adding a rotorcraft category and helicopter class rating at the commercial pilot level to their pilot certificate under FAR Part 141.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** FAA Commercial Rating-Airplane

**AVM 233 COMMERCIAL HELICOPTER ADD ON**

Provides the student with the knowledge, skill, and aeronautical experience to meet all FAA requirements for adding a helicopter class rating at the commercial pilot level to their fixed wing pilot certificate under FAR Part 141.

**Credits:** 1  
**Offered:** Fall, Spring  
**Lab Fee:** \$100  
**Pre-Reqs:** AVM 232

**AVM 250 AVIATION SAFETY AND HUMAN FACTORS**

A study of the physiological, psychological and physical factors that directly affect air operations and flight safety. Included are reviews and discussions of safety parameters and aircraft accidents and incidents that reflect human factor involvement.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 310 FLIGHT INSTRUCTION METHODS AND PROCEDURES**

Methodology and requirements of flight instruction that prepare the student for the FAA flight instructor's examination. Flight training and successful completion of all training requirements for the commercial flight instructor's ratings are involved.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**AVM 346 FIXED-BASE OPERATIONS MANAGEMENT**

An analysis of all aspects of fixed-base operations, including flight training, charters and rentals, contract services, transient flight operations, and community relations. Study also will include an overview of the contemporary air transportation industry, both domestic and foreign, including the industry's evolution, structure, regulation, administration and its aircraft.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 347 AVIATION OPERATIONS MANAGEMENT**

This course is an analysis of the application of contemporary management techniques of the three pillars of the aviation industry: airlines, airports and fixed base operations. Included are management functions, current issues, domestic and foreign operations, domestic and foreign regulations, aircraft selection, labor relations, airport master plans and strategic planning. The course will include a major student project. Offered: Fall.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 397 INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 431 GLOBAL AVIATION REGULATIONS & LAW**

A study of the evolution of aviation regulation and law from a global perspective. Included are certain sections of current Federal Aviation Regulations (FARs), International Civil Aviation Organization (ICAO) regulations, landmark court cases that have significantly impacted air travel, and various conventions and agreements by which domestic and international air transportation is governed.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 441 AIRLINE AND AIRPORT OPERATIONS MANAGEMENT**

An analysis of the application of contemporary management techniques of the airline and airport industries. Included are management functions, current issues, domestic and foreign operations, domestic and foreign regulations, aircraft selection, labor relations, airport master plans and strategic planning. The course will include a major student project.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 471 AIRLINE EMERGENCY CABIN TRAINING**

At the completion of this course, students will have a basic understanding of airline emergency situation procedures and demonstrate the ability to make appropriate responses. Includes 30 hours of classroom instruction and 15 hours of practical demonstration and practice on aircraft mockups and use of emergency equipment.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Enrollment in the aviation program or approval of the department head

**AVM 472 B-727 PILOT FAMILIARIZATION**

At the completion of this course, students will have a basic understanding of major b-727 aircraft systems, including powerplant, pneumatic, electrical, hydraulic, flight control, fuel, avionics and instruments. They also will be familiar with preflight planning requirements, to include aircraft limitations and performance, weight and balance computations and use of the national airspace system. Students are instructed in the location, function and operation of major aircraft systems, including cockpit controls and indications. Includes 45 hours of classroom and part task mockup (ptm) instruction.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** AVM 471

**AVM 473 B-727 PILOT SIMULATOR FAMILIARIZATION**

At the completion of this course students will have basic knowledge and skills for the operation of primary and secondary cockpit controls of the B-727. They will be able to perform normal take-offs and landings, climbs and descents, and turns to headings. They will be able to control the aircraft in both visual and instrument flight conditions. In addition, they will practice and demonstrate basic understanding of steep turns, approach to stalls, emergency descents, instrument approaches and other advanced maneuvers. They also will experience abnormal and emergency flight situations and demonstrate a basic understanding of appropriate pilot responses. Includes 45 hours of instruction. Includes 20 hours in a full flight simulator (motion and visual). Ten hours will be pilot-in-command (PIC) instruction while occupying the captain position and 10 hours will be support duties from the first officer position, or as an observer. In addition, each four-hour simulator session will include a one-hour briefing and a one-hour debriefing.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** AVM 472

**AVM 474                    B-737 PILOT FAMILIARIZATION**

At the completion of this course, students will have a basic understanding of major B-737 aircraft systems, including Powerplant, Pneumatic, Electrical, Hydraulic, Flight Control, Fuel, Avionics and Instruments. They also will be familiar with preflight planning requirements, to include aircraft limitations and performance, weight and balance computations and use of the National Airspace System. Includes 45 hours of classroom and part task mockup (PTM) instruction. Students are instructed in the location, function and operation of major aircraft systems, including cockpit controls and indications.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 475                    B-737 PILOT SIMULATOR FAMILIARIZATION**

At the completion of this course, students will have basic knowledge and skills for the operation of primary and secondary cockpit controls of the B-737. They will be able to perform normal take-offs and landings, climbs and descents and turns to headings. They will be able to control the aircraft in both visual and instrument flight conditions. In addition, they will practice and demonstrate basic understanding of steep turns, approach to stalls, emergency descents, instrument approaches and other advanced maneuvers. They also will experience abnormal and emergency flight situations and demonstrate a basic understanding of appropriate pilot responses. Includes 45 hours of instruction. Includes 20 hours in a full flight simulator (motion and visual). Ten hours will be pilot-in-command (PIC) instruction while occupying the captain position, and ten hours will be support duties from the first officer position, or as an observer. In addition, each four-hour simulator session will include a one-hour briefing and a one-hour debriefing.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** AVM 474

**AVM 476                    B-747 PILOT FAMILIARIZATION**

At the completion of this course, students will have a basic understanding of major B-747 aircraft systems, including Powerplant, Pneumatic, Electrical, Hydraulic, Flight Control, Fuel, Avionics and Instruments. They also will be familiar with preflight planning requirements, to include aircraft limitations and performance, weight and balance computations and use of the National Airspace System. Includes 45 hours of classroom and part task mockup (PTM) instruction. Students are instructed in the location, function and operation of major aircraft systems, including cockpit controls and indications.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 477                    AIRLINE TRANSPORT PILOT (ATP) CERTIFICATE**

This course will result in attaining the Airline Transport Pilot (ATP) certificate. Lynn University is authorized under our FAR Part 142 certificate to provide ATP training. The syllabus is FAA approved. Lynn students will receive academic credit for this work. A student may take the ATP credit or the 737 familiarization credit, but not both.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** A lab fee is required  
**Pre-Reqs:** FAA Commercial License and 1500 flying hours

**AVM 481                    AVIATION SEMINAR**

A series of discussions and an analysis of contemporary management problems in aviation. Individual student research and reports are required.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of advisor/dean

**AVM 482                    AIR TRAFFIC BASICS**

Every day, thousands of Air Traffic Controllers across the country work tirelessly to ensure the safe flow of traffic throughout the National Airspace System. This course is designed to expose students to this dynamic and rewarding career path while simultaneously helping students prepare for any of the other wide ranging technical fields in the aviation industry. Upon completion of the course, students will be prepared to take the AT-SAT air traffic control entrance exam. The test is administered at various times throughout the year by the FAA. The review of aeronautical topics also is an excellent primer for students wishing to be flight instructors or professional pilots.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**AVM 483                    AVIATION TECHNOLOGIES**

This course is an analysis of the application of various technologies in the aerospace industry. Students will explore the application of technology in aircraft, planning, scheduling, dispatching, avionics, ATC aerodynamics and navigation systems. An understanding of multiple applications of technologies and the advantages of combining various technological advantages in varying segments of the aerospace industry and these effects on the efficiency of the industry is the ultimate goal of this course.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None



**BGA 210 NEW VENTURE CREATION – GENERAL ASSEMBLY**

In this hands-on program, you will turn a business idea into a viable product and pitch to entrepreneurs. At General Assembly we will teach you the building blocks of product development, digital product design, marketing, business development, rapid prototyping and more.

Topics include: Business Fundamentals, Product Management, User Experience Design, Marketing, and Selling Your Product.

**Credits:** 2  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BGA 375 USER EXPERIENCE DESIGN (UXD) – GENERAL ASSEMBLY**

In this 10-week course, students learn the tools and techniques to design useful, functional, and pleasurable products. With an equal focus on theoretical frameworks and practical applications, students will progress through a final project of their choosing and receive feedback along the way. The project is designed to serve as an eventual portfolio piece, and will be worked through incrementally throughout the course.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BGA 250 PRODUCT MANAGEMENT (PDM) – GENERAL ASSEMBLY**

During this 10-week course, students learn to navigate the product cycle, from evaluating users and managing a roadmap to creating an MVP and developing metrics. Product Managers are often described as the voice of the user, ensuring that every business decision or technical consideration maps back to solving a customer problem. Product Managers understand the users, the market, and their organizations better than anyone; this allows them to create products and features that succeed in the real world.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BGA 385 DIGITAL MARKETING (DGM) – GENERAL ASSEMBLY**

This 10-week course will help you gain the practical skills to create and manage powerful online marketing campaigns. The course provides individuals with a solid foundation in marketing fundamentals, from segmenting a market to developing customer insight, and combines it with hands-on training in developing engaging content, and paid and unpaid tactics for acquiring and retaining new users.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BGA 235 FRONT END WEB DEVELOPMENT (FEWD) – GENERAL ASSEMBLY**

This 10-week course introduces students to the basics of programming for the web using HTML, CSS, and JavaScript. This is a beginners course that teaches students how to build the visual and interactive components of a website. Students learn how to create the structural foundation of a site (HTML), style it (CSS), and add logic to control the behavior (JavaScript) of their website. Students gain an understanding of how the web works and customize their sites using their own designs and ideas.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BGA 498 INTERNSHIP – GENERAL ASSEMBLY**

Internships focus on various subject matter such as marketing and data analytics, and are personalized to match student goals by conducting pre-placement meetings and customized employer outreach. While students are in the internship General Assembly will support them with industry-specific resume review, interview coaching and other professional services.

Unique features of this course include:

- Personalized placement process
- Internship directly linked to student's academic studies
- Substantive work (meaning not just coffees and copies)
- Dedicated supervisor at employer
- Access to organizational contacts and context (meaning, opportunity to put work into perspective)
- Project-based placement.

**Credits:** 1-9  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 125 INTRODUCTION TO SPORTS MANAGEMENT**

A survey of the history, management, organizational structure and future direction of the sports industries.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 180 PRINCIPLES OF ECONOMICS**

Introduces the basic micro- and macroeconomic concepts, tools, methods and applications. The microeconomic theories of the consumer and firm serve as foundations for discussing the macroeconomic outcomes of national product, employment and inflation. The policy implications for economic stability, growth and social welfare are analyzed.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 210 ENTREPRENEURSHIP AND INNOVATION**

To provide practical tools to assess today's economy and business climate for opportunities to invent, launch and manage a successful entrepreneurial business enterprise that also aligns with the student's unique talents, strengths and passions.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 255 FUNDAMENTALS OF E-BUSINESS**

This course provides an overview of electronic business, the Internet, the World Wide Web and enabling technologies. The course explores how today's advanced technologies impact business systems and processes. It also discusses connectivity and the relationship between the organization and its constituencies, which may include customers and suppliers, among others. It also will address corporate, national and global information infrastructures. Additionally, this course will cover important peripheral matters such as auditing procedures, risks, ethics, privacy, and legal and security issues.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 270 PRINCIPLES OF MANAGEMENT AND LEADERSHIP**

Introduction to the basic concepts of organizational management. This course offers a start on the managerial "tool kit" required for effective performance in this profession. Emphasis is on analysis of managerial functions and organizational behavior factors that influence effective management.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 280 GLOBAL MANAGEMENT**

This course is an introduction to doing business in the global arena. Emphasis will be placed on the importance of understanding and appreciating host country culture as a key for successful business endeavors. Areas such as economic analyses, political/legal assessments and market research will be applied to international business decision making and strategy development. The role of international agencies and the mechanics of trade will be introduced.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 308 CORPORATE ENTREPRENEURSHIP**

This course addresses the emerging practice of corporate entrepreneurship, also called intrapreneurship. In this course, we will look at companies that successfully practice intrapreneurship; relate intrapreneurship to other functions such as corporate venturing, new product development, research and development, and career development; and provide an intrapreneurial toolset.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 311 FINANCIAL MANAGEMENT**

The theories, practices, procedures, and problems involved in modern corporate financial management; financial analysis common to investment and business financial management decisions with special attention to capital budgeting, working capital management, and the analysis of corporate equity and debt securities.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** ACC 205

**BUS 317 SPORTS LAW AND RISK MANAGEMENT**

An examination of the legal aspects of amateur and professional sports, including contracts, sports agency, torts, risk management, discrimination, disability law and intellectual property.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 321 INVESTMENT THEORY**

The role of investment banking in the financial organization is covered, along with investment banking houses, relations of investment banking to other financial institutions, regulation of investment banking and the security markets and current problems and developments in investment banking.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 311

**BUS 322 BUSINESS ANALYTICS USING EXCEL MODELING**

This course provides undergraduate business students with fundamental concepts and tools needed to understand the emerging role of business analytics in organizations. Students will apply business analytical tools in a spreadsheet environment, interpret results, and communicate these findings effectively to help make sound business and economic decisions. Students will gain a thorough understanding of probability distributions, sampling hypothesis testing, regression analysis, statistical methods for quality control, and forecasting. Students will also synthesize and analyze data sets to gain a richer understanding of the way Big Data affects sound business decisions.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** DQR 200

**BUS 324 PORTFOLIO MANAGEMENT**

This course surveys the unique opportunities and challenges faced by firms and individuals in an investment environment. Through text, lecture, case analysis, selected readings, and in-class activities, students will be exposed to the diversity and complexity of the investment environment and how it affects them as workers, consumers, citizens, and future managers and investors.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** BUS 311

**BUS 350 HUMAN RESOURCE MANAGEMENT**

This course is a comprehensive study of the practices of modern manpower management. Areas of concentration include employee recruitment, placement & development, performance appraisal techniques, comprehensive systems, employee benefits design, and training program design & evolution.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** BUS 270

**BUS 370 BUSINESS – SPECIAL TOPICS**

A course that will explore different areas of business. Topics may include specific industries, organizational behavior, legal aspects, finance, management strategies and e-commerce. Can be repeated for credit as topics change.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 372 THE LEGAL ENVIRONMENT OF BUSINESS**

This course addresses the legal and ethical assumptions of laws and administrative rules and procedures that affect the management process.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 270

**BUS 375 CREATIVITY AND INNOVATION**

This course will review state-of-the art theoretical and applied models of creativity and innovation as they apply to a) individuals, b) groups, c) organizations, and d) historical periods and cultures. This course will explore various perspectives to ground our understanding of creativity and innovation. Using case studies and other examples, we will view the creative process and its complexity, especially as it fuels innovation. Additionally, in-class exercises will provide students with insight to their own creative style and blocks. Lastly, we will discuss the challenges and rewards of innovation in a changing society.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 395 GLOBAL FINANCIAL MARKETS**

This course is designed to expose the student to the workings of the international financial management environment, foreign exchange risk management, multinational working capital management and financing of foreign operations.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 280 and BUS 311 or permission of instructor

**BUS 396 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 397 INDEPENDENT STUDY**

Independent research projects or other approved phases of research or independent study.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of the college dean

**BUS 400 ENTREPRENEURIAL FINANCE**

Prior to starting a new venture it is imperative that you know what it will cost, when it could become profitable, and where the necessary funding may be obtained. This course provides explanations and means to forecast and calculate revenues, start-up expenses, working capital and reserve requirements. It then goes into sources of funding, how to apply for that funding, and how to build a sound argument to attract the funds.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 311

**BUS 401 CURRENT ISSUES IN SPORTS MANAGEMENT**

The sports business industry is constantly changing due to new avenues for its expansion and management. This course selects current issues that are not otherwise covered and engages students in recent developments and future research in the sports industry.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 408 POLITICAL AND CULTURAL DIMENSIONS OF GLOBAL MARKETS**

The importance of cross cultural literacy for managerial decision making in international setting are discussed. Business issues in cross-cultural uncontrollable environmental settings are analyzed. The implications for running a successful and growing international business are presented.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 414 SPORTS GOVERNANCE**

An advanced exploration of management and operation of professional, intercollegiate and Olympic sports, including ownership, franchising, governance, broadcasting, labor/management relations, licensing and sponsorship.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 425 OPERATIONS MANAGEMENT AND BUSINESS PROCESS MODELING WITH EXCEL**

This course provides an overview of the functions and activities necessary for the creation and distribution of goods and services. It provides a survey and analysis of the quantitative tools and techniques used to make strategic and tactical decisions to increase productivity and drive down costs in all sectors. In addition, the course covers business modeling and analysis using Excel to drive competitive advantage. Topics include linear programming, forecasting, decision analysis, quality control, inventory management, JIT, predictive analytics, regression analysis, and data modeling. A strong emphasis is placed on using Excel to build analytical and decision-making skills.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** BUS 322

**BUS 433 WILLS, TRUSTS AND FAMILY CORPORATE STRUCTURES**

This course will be divided into two parts, wills and trusts; followed by corporate structures and succession planning. Part one will combine wills, trusts, future interests, and community property with methods of family wealth transfer in both community property and non-community property. The second part will cover family partnerships, limited liability entities and closely held corporations. The special problems of closely-held corporations, the fiduciary obligations of family members, and certain special topics such corporate family governance and succession transfer.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 311 and BUS 372 or permission of instructor

**BUS 434 COMMODITY, OPTION, FUTURES (DERIVATIVES) AND FIXED INCOME STRATEGIES**

This course will be divided into two parts, options, futures and derivatives; and fixed income strategies. Part one will combine options, futures, and derivatives, how these are used to reduce risk as well as maximize revenues. The second part will cover fixed income strategies; fixed income will include bonds (local and global bond markets), dividend paying equities, preferred stocks and structured investments. Special attention will be paid to the use of fixed income to transfer wealth and maintain wealth structures in family owned organizations.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 311 and BUS 372 or permission of instructor

**BUS 440 GLOBAL OPERATIONS STRATEGY**

This course is an introduction to supply chain management in the global marketplace. Emphasis will be placed on the importance of understanding and appreciating host country legal, cultural and technological environments. The emphasis is on current influences, practices and standards for structural and infrastructural decision making across national boundaries. It explores complexity of managing geographically dispersed operations with relationships among multiple entities.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 458 ENTREPRENEURSHIP IN PRACTICE**

A study of accepted explanations of entrepreneurial success, contrast them with cases from current business experiences, and provide a framework in which students can expand their understanding of risks, rewards, and the theory and practice of developing, introducing, and leading innovative practices.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 460 BUSINESS STRATEGY**

Theory and practice of determining and implementing policy. Actual case studies of business organizations, including the determination of top-level company policy in such functional areas as finance, marketing and production are studied.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** Senior business majors only

**BUS 475 MERGERS, ACQUISITIONS AND INTEGRATION**

The primary mission of this course is to survey the process of mergers and acquisitions ("M&A"), develop skills in the design and evaluation of these transactions, and expose you students to the key tactical issues typically confronted in M&A transactions. A significant emphasis in this course will be developing an approach in which the high failure rate that M&A's typically experience can be understood and, hopefully, mitigated.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 482 SPORTS SEMINAR**

A course in which students will demonstrate mastery of the various management areas in the sports industries by creating a business plan for a unique sporting event/tournament of their own, incorporating marketing strategies, legal issues, budgeting, and staffing challenges.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**BUS 498 BUSINESS INTERNSHIP I**

Includes 50 hours per credit of field work. This is an opportunity for business students to gain on-the-job experience through an internship placement.

**Credits:** 1-9  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college internship liaison, 2.5 cumulative GPA in major and/or departmental approval.

**CAS 396 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0-1  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**CAS 499                    ARTS & SCIENCES INTERNSHIP**

This internship course is designed for students to gain practical experience in a position related to their major course of study. Experiential learning is the foundational pedagogy/methodology of the course.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** Permission of the Internship Coordinator and academic advisor, a GPA of 2.5 and/or approval of the Dean.

**CAS 596                    CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0-1

**Offered:** Fall, Spring, Summer

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 540                    TERRORISM: ITS EFFECT ON CRIMINAL JUSTICE AND EMERGENCY PLANNING**

This course is designed to prepare students with the necessary basic theoretical knowledge and ability to reasonably analyze the fundamental principles involved in political terrorism. Students will examine a variety of events, ranging from low-level threats and acts of violence, which may represent significant risk to human life and property to large-scale acts of violence involving weapons of mass destruction that may have devastating, long-term effects.

**Credits:** 3

**Offered:** Fall I

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 608                    ETHICS IN THE ADMINISTRATION OF JUSTICE**

This course conducts an inquiry into the principles of justice and ethics as they relate to the administration of criminal justice in contemporary American society. Students are immersed in a compendium of ethical theory and relate theory to an in-depth analysis of the diverse ethical issues encountered in the criminal justice profession. Using a case study approach, students apply theory to such topics as discretion, investigations, prosecutions, incarceration, use of deadly force, misconduct across the criminal justice spectrum, civil disobedience, undercover operations and privacy.

**Credits:** 3

**Offered:** Fall II

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 636                    SEMINAR IN CIVIL RIGHTS AND CIVIL LIBERTIES**

This course analyzes the legal, philosophical and social interests surrounding issues of freedom, liberty and the fundamental rights granted by the Constitution of the United States. Freedom of speech, assembly, religion and equal treatment before the law are explored.

**Credits:** 3

**Offered:** Spring I

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 656                    CONFLICT RESOLUTION IN THE ADMINISTRATION OF CRIMINAL JUSTICE**

An examination of the theory, research and practice of conflict resolution across the different components of the criminal justice system. Varieties of theory, such as Individual Characteristics Theory, Social Process Theory, Social Structure Theory, Formal Theories and Human Needs Theory are reviewed. Practices such as coercion, negotiating and bargaining, adjudication, mediation and arbitration are examined in light of existing research in the field.

**Credits:** 3

**Offered:** Spring II

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 657                    CRIMINAL JUSTICE ADMINISTRATION AND THE COMMUNITY**

Examines the relationships between criminal justice agencies and the communities they serve. Analyzes various definitions and the nature of community as a concept and relates the roles (real and perceived) of diverse agencies to each community. Reviews how issues of public policy, service provision and victimization are related to how people define themselves and are defined by others on the basis of community.

**Credits:** 3

**Offered:** Summer I

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 659                    GLOBAL PERSPECTIVES IN CRIMINAL JUSTICE**

Examines the law enforcement, judicial and phonological models of different countries throughout the world for analysis of the construction and execution of criminal justice from a global perspective. The course considers the philosophical ideals, varied political histories, nature and dynamics of criminal justice policies as they impact upon the international character of contemporary criminal justice.

**Credits:** 3

**Offered:** Summer II

**Lab Fee:** None



**Pre-Reqs:** None

**CJA 661 YOUTH AND DELINQUENCY**

Examines the historical treatments of the legal and social constructions of children and youth. Considers the theories, social context, institutional responses and public policies related to juvenile delinquency. Emerging trends in delinquency are compared across diverse criminal justice systems.

**Credits:** 3

**Offered:** Fall I

**Lab Fee:** None

**Pre-Reqs:** None

**CJA 665 GRADUATE PROJECT IN CRIMINAL JUSTICE ADMINISTRATION**

Culminating graduate projects represent a topic of professional interest selected by the student and approved by the advisor for its relevance and importance in the criminal justice field. In the project, the student must reflect the integration of theory with practice and demonstrate expertise in subject matter. Final projects are presented in a seminar.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**CMS 200 COMPUTER APPLICATIONS**

An introduction to computers and to how they can be used as a tool in business and society. The course prepares the student to understand the many facets associated with the application of computers and provides an opportunity to develop the Microsoft Office skills necessary to utilize computers as a tool in both their professional and personal environments.

**Credits:** 3

**Offered:** Fall, Spring, Summer

**Lab Fee:** None

**Pre-Reqs:** None

**CMS 400 BUSINESS COMMUNICATION APPLICATIONS**

This course explores the concepts and principles of spreadsheet programs and their use in the manipulation and management of numerical data. Activities in the course include constructing advanced financial spreadsheet models, printing graphs from spreadsheets, searching and sorting spreadsheet databases and automating spreadsheet processes using macro programming. A strong emphasis is placed on using collaboration across platforms. Both quantitative methods and the scientific method will be used and emphasized.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**GSR 501 GRADUATION ORIENTATION SEMINAR**

This is a 4 hour, one credit, pass/fail course, designed to orient students on the various educational technologies used at Lynn University. Topics include access to online instructional materials, iPad Orientation, iTunesU, LiveText and the LU Attendance/GradeBook app.

**Credits:** 1

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 103 ACTING I**

Acting I introduces students to the basic techniques of acting such as script analysis, character development, objectives, actions, obstacles and subtext. Students perform scenes and monologues.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 106 INTRODUCTION TO SOCIAL MEDIA**

Students examine the history and development of social media with a focus on issues, differences and similarities among the various media platforms. This course analyzes key issues, differences and similarities among media services that rely on the Internet as a delivery system. Students develop social media content for social media outlets.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 108 MEDIA LITERACY**

An introductory course that examines multiple components of the media paradigm, including the operation of contemporary and developing media, the role of advertising, the effect of society's communication needs and emerging technology on the evolutionary nature of media, the development of content, operation of media-related equipment and an analysis of how individuals can function as knowledgeable media consumers to accurately interpret content.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 110 JOURNALISM I**

A survey of past, present and future journalistic practices, with an emphasis on professional standards, ethics and the growing role of social media.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 115 INTRODUCTION TO ADVERTISING AND PUBLIC RELATIONS**

An introduction to the advertising and public relations industries including basic concepts and terminology related to the field. The course focuses on the emergence of the industry and various stages of change in the industry as well as the creation of messages, branding, media planning and social media strategy.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 116 PUBLIC RELATIONS PLANNING AND STRATEGY**

This course provides a theoretical and practical foundation for the study and application of public relations as a management function in the overall organizational strategy. PR programs explored include organizational PR, social media, reputation management and viral marketing. Students create a PR campaign for a contemporary organization.

**Credits:** 3

**Offered:** Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 118 MUSICAL THEATER PERFORMANCE I**

This course serves as an introduction to musical theater focusing on the basic techniques of singing, dancing and acting in musical theater. Students perform songs, scenes and dances from various musical theater productions.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**COM 208 SOCIAL MEDIA PRACTICES**

This course is an introduction to the strategies and uses of social media as a communication tool for the delivery of interpersonal and mass media messages. Students explore the expanding range and practice of social media message construction and delivery with an opportunity for hands-on experience using several social media platforms and technologies.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** COM 106

**COM 218 MUSICAL THEATER PERFORMANCE II**

This course is a continuation of Musical Theater Performance I and focuses on techniques of singing, dancing and acting in musical theater. Students perform songs, scenes and dances from various musical theater productions.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**COM 125 INTERPERSONAL COMMUNICATION**

This course examines the nature of the communication process as it occurs in the "one-on-one" (dyadic) context including areas such as the formation of self-concept, conflict management, small group strategies and workplace communication in both non-mediated and mediated environments.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 130 FILM APPRECIATION**

Study of cinema as an art form, a craft and a major commercial industry. Students study the language and grammar of cinema, narrative structure, stylistic techniques and the basics of film criticism.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 140 AUDIO PRODUCTION**

Introduction to sound (voice, music, sound effects) in radio, television and motion pictures. An overview of technology and its use in audio recording and editing.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** \$40

**Pre-Reqs:** None

**COM 145 TELEVISION PRODUCTION**

An introductory course exploring the methods and equipment for television production, including lighting, audio, camera, video switching, control room operation, set design and on-air performance. Projects include producing commercials, newscasts and other programming.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** \$40

**Pre-Reqs:** None

**COM 150 FILM PRODUCTION**

This course is an introduction to the basic principles and techniques of motion picture production. Students produce short film projects based on the fundamentals of storytelling and creative visualization/shot selection: lens, angle, composition, camera movement, editing and sound.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** \$40

**Pre-Reqs:** None

**COM 202 COMMUNICATION STRATEGIES AND PERFORMANCE**

A practical study in effective oral communication across a variety of media and delivery platforms, including live presentations in front of an audience and delivered via the Internet, as well as prerecorded and edited presentations.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 203 ACTING II**

This intermediate course offers the student actor further experience in applying the techniques of acting through in-depth scene study and analysis of comedic and dramatic plays and screenplays. In addition to scene work, the course emphasizes students acquiring greater skills in vocal and physical expression.

**Credits:** 3

**Offered:** Spring

**Lab Fee:** None

**Pre-Reqs:** COM 103

**COM 214 JOURNALISM II**

This course focuses on how a story can fulfill its potential through a variety of media platforms, what makes a news story effective and how to recognize the best medium for delivery (the web, television, radio, newspaper, magazine—or more likely, a combination of all five). There is an emphasis on how to tailor story forms appropriate for a variety of media and delivery systems including, broadcast media, newspapers, the web and small (mobile) and large screens.

**Credits:** 3

**Offered:** Fall

**Lab Fee:** None

**Pre-Reqs:** COM 110

**COM 215 WRITING FOR PERFORMANCE**

Techniques and art of storytelling as it applies to radio, film, television and personal documentary. Students study the foundations for each form and create original work in film, television sitcoms and stage performance.

**Credits:** 3

**Offered:** Fall

**Lab Fee:** None

**Pre-Reqs:** None

**COM 227 VIDEOGRAPHY**

A course designed to acquaint students with the basic elements of pre-visualization and videography techniques that are applied in a variety of production platforms. The course emphasizes creative storytelling through image composition, camera movement, editing, sound, lighting and on-air performance.

**Credits:** 3

**Offered:** Spring

**Lab Fee:** \$40

**Pre-Reqs:** None

**COM 231 POLITICAL CAMPAIGNS AND THE NEW MEDIA**

This course introduces students to the range of communication practices in contemporary political campaigns. The course integrates political communication theory with practical applications using emergent media technologies.

**Credits:** 3

**Offered:** Spring

**Lab Fee:** None

**Pre-Reqs:** None

**COM 244 DEVELOPMENT OF TECHNOLOGY IN COMMUNICATION**

This course explores breakthrough technologies in the communication and media mix across multiple eras. Students study how those technologies were developed, the forces that shaped their development and how the technologies evolved to accommodate communication service needs. Although not a hands-on or laboratory course, group assignments include construction of early and contemporary communication systems based on technology advances. Students develop models of future communication technologies.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 254 MEDIA AESTHETICS**

A study of aesthetics and styles of production and distribution techniques in traditional and emerging media, incorporating film, video, television, motion picture, radio, and the Internet. Methods include the major elements of light, color, space, time, motion and sound, and their use.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 255 FILM AND VIDEO EDITING**

Instruction in the theories and applications of non-linear video editing. Students study professional techniques of video editors on the latest cutting edge software while exploring the art of storytelling through a variety of methods and styles. Topics include narrative film-style editing, documentary and news editing, and montage-style cutting used in music videos and commercials. A hands-on laboratory course.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 299 TOPICS IN COMMUNICATION**

A variable content course that deals with topics in communication, media and design. This course may be taken no more than 3 times.

**Credits:** 1-3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 302 PRESENTATIONAL COMMUNICATION & TECHNOLOGY**

Students engage in high-level oral communication experiences, integrating emerging technologies, through traditional multimedia and virtual presentations. Students explore various methods of communication through traditional in-class informative presentations, multimedia persuasive presentations and virtual presentations.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 303 ACTING III**

This advanced course offers the acting student experience in scene analysis and the techniques of acting in the performance of the classics of theater for the stage or film. The styles of classic Greek, Shakespearean and Restoration drama are emphasized, along with the script analysis necessary for the specific genre. Students prepare and audition classical monologues.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** COM 203

**COM 304 INVESTIGATIVE JOURNALISM**

This course examines the role and practice of investigative reporters, producers and editors, including a review of the history of journalistic investigations that have brought societal and legislative changes. Ethical and legal responsibilities in investigative journalism are analyzed, along with the use of hidden cameras, audio intercepts, libel and defamation, misrepresentation, "ambush" interviews and entrapment. Students investigate and produce enterprise reports.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** COM 110

**COM 305 IMPACT OF DEVELOPING MEDIA ON SOCIETY**

This course examines the role that developing media – from the adoption of the printing press through today's social media – played in influencing society's constituents, including individuals, groups, institutions, political parties, government and small and multi-national businesses. Students also explore developing media's impact on a broad range of social issues. Where appropriate, students study primary source materials drawn from contemporary research in the social sciences.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 307                    ADVANCED FILM AND VIDEO PRODUCTION**

An advanced film and video production course focused on the creative and technical components of directing/shot selection, cinematography, casting and editing for a five-to-ten-minute film or video.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** COM 145 or 150, COM 255 and COM 315

**COM 308                    SOCIAL MEDIA ANALYTICS**

In this course, students study how to utilize social media-related data, baselines and benchmarks, and turn these measurements into actionable analyses for evaluation and revision. Students examine and identify trends and patterns that assist in management-level decision-making for social media promotional materials, content marketing and website effectiveness in order to deliver an improved customer/recipient experience and return on investment (ROI) for the message creator, organization or company.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** COM 106 and DQR 200

**COM 310                    APPLIED MEDIA**

This is a workshop course with an emphasis on planning, production and distribution of online and print news media. Students produce and publish Lynn University's *iPulse*, television and radio news programming and related advertising content. Course may only be taken once for academic credit.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 313                    THEATRICAL DESIGN AND PRODUCTION**

This course covers the principles and techniques of technical theater production. Students study and use the equipment of the scenery shop, construct sets, operate sound and lighting equipment and run a show. This course also satisfies a DQR 300 requirement by examining logistics of producing live entertainment. Students participate in research projects for the college production season.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 314                    ADVANCED MULTIMEDIA JOURNALISM**

This advanced workshop course emphasizes the planning, production and distribution of online, print and broadcast news media. Students produce and publish Lynn University's student newspaper, the *iPulse*, and broadcast news reports. Course may be taken twice.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** \$40  
**Pre-Reqs:** COM 310

**COM 315                    WRITING FOR FILM AND TELEVISION**

Art and craft of screenwriting for narrative film, long and short form television or situation comedies. Students study character development, scene writing and story structure. One course project is a screenplay in a professional format that can be produced in COM 307.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** COM 215

**COM 320                    INTERNATIONAL MEDIA**

This comparative analysis of media around the world includes an in-depth study of different forms of control, access, ownership, distribution and uses of mass media and the role of international media in communication among and between nations and peoples.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 322                    NONPROFIT PUBLIC RELATIONS**

The course examines public relations practices for nonprofit organizations, with a focus on how public relations can assist in achieving the varied missions of nonprofits. Course content includes how to identify government, community and corporate partnerships, and develop strategies for fundraising. Student assignments include producing PR materials for nonprofit organizations.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** COM 115

**COM 323 HISTORY OF THE THEATER**

This course surveys the major periods of theater history from the origins of dramatic expression to contemporary drama. Plays are examined within their historical, social and cultural contexts. The course focuses on key figures—playwrights, actors, directors—as well as the history of the methods of dramatic production. Course work consists of selected readings, video clips, group research, discussions and creative projects.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 330 ORGANIZATIONAL COMMUNICATION**

A study of communication within an organization as well as communicating with clients, competitors and regulatory agencies. Principles of communication in groups, effective leadership and empowerment as they apply to media organizations are addressed.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 335 FILM HISTORY**

Study of the motion picture industry before and after the decline of the studio system, the rise of European art cinema and independent film production, and their ongoing interaction with emergent technologies from television, to VHS, digital media, Computer Generated Imagery (CGI); and the Internet.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 336 HISTORY OF RADIO, TELEVISION, INTERNET MEDIA**

This course examines the history of radio, television and Internet media through their development, evolution, operation, economics, programming and internal/external regulation.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 341 PERSUASION AND PROPAGANDA**

This course provides an analysis of the forces that shape public opinion and spread ideas, drawing from theories of persuasion and argumentation in various contexts and across all media and platforms from non-mediated interpersonal communication to social and emerging media. Students study the role of persuasion and propaganda in politics, advocacy, advertising and public relations, interpersonal communication and the construction of media messages.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 342 ADVERTISING AND PUBLIC RELATIONS MANAGEMENT**

This is a workshop with an emphasis on real world execution of creative and strategic advertising and public relations campaigns. Students are assigned job titles and function in those roles as part of the *Pulse Agency* and produce strategic and creative campaigns for clients. May be taken for credit three times.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 350 COMMUNICATION LAW AND ETHICS**

This course explores the legal and ethical aspects of communication and media practices, including libel law, advertising law, invasion of privacy, copyright and trademark law, First Amendment aspects, the Freedom of Information Act and broadcast regulation.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 360 COMMUNICATION THEORIES**

This course examines the processes of communication and communication theory construction, including a survey of social scientific and critical paradigms in major theories of communication.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None



**COM 363                    DRAMA PRACTICUM**

Students participate in a theatrical production through acting, set, costume, lighting and sound design. This course may be repeated twice.

**Credits:** 1  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 370                    PROGRAMMING STRATEGIES FOR RADIO, TELEVISION AND INTERNET MEDIA**

Categories and sources for selecting materials used in radio, television, cable and the Internet to attract, build and sustain the audience.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 373                    VOICE AND MOVEMENT**

This course is a practical study of vocal production and articulation as well as movement and relaxation methods that pertain to performing as an actor, broadcaster or public speaker. Through the collection and analysis of scientific data, students examine articulation habits and tensions that interfere with free expression, develop a personal vocal and physical technique, demonstrate vocal support, clear diction, physical strength and flexibility, move and speak with a greater sense of awareness, balance, control and coordination.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 375                    ADVERTISING, PUBLIC RELATIONS AND SOCIETY**

This course examines history, organization and the role of advertising, public relations and social media in American society. Advertising and public relations media such as websites, social media, television, newspapers, magazines, cable and radio are explored. Students create a social media-based advertising campaign for a contemporary organization and consider the influence it might have on society.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 383                    RADIO AND VOICE-OVER PERFORMANCE**

Students study the narrative, dramatic and lyric modes of interpreting and delivering published material such as poetry, story excerpts and other creative and expository genres. There is an emphasis on professional commercial and voice-over techniques for radio and television.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 390                    PHOTOJOURNALISM**

This course studies pictorial narrative and the process of capturing the critical visual experience. Concentrates on developing the photo essay through digital technology.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 396                    COMMUNICATION INTERNSHIP**

Practical work experience in a communication- or media-related company. Instructor and sponsor oversee and evaluate student work.

**Credits:** 0  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** University approval

**COM 399                    ISSUES IN COMMUNICATION**

A variable topic seminar dealing with research and issues in communication. This course may be taken no more than three times.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 403                    DIRECTING THE ACTOR**

Directing the Actor covers the techniques of theater and film directing. Students study how to analyze scripts, develop a directorial concept, stage a scene, create a rehearsal process and schedule and talk to actors. Students produce a short play and short film.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 405                    APPLIED VOICE**

Students receive a once-week private singing voice lesson to further a mastery of proper and healthy vocal technique.

**Credits:** 1  
**Offered:** Fall, Spring (May be repeated)  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 410                    FILM THEORY**

This course examines the basic concepts and core writings that have laid the foundation to contemporary discourse of film theory and criticism. Students analyze theoretical essays that demonstrate the evolution of film theory with an emphasis on its international nature.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** COM 130

**COM 413                    PERFORMANCE FOR THE CAMERA**

Emphasis is placed on truthful acting within the medium of the camera. Students study both the practical and artistic issues involved in acting for the camera, such as continuity problems, hitting the mark, toning down the projection and displacing scenic reality. Discussions include the operation of television and film-related equipment, terminology and protocols. Students participate in live recording of selected scenes.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 414                    DOCUMENTARY PRODUCTION**

A course that introduces students to the art of nonfiction film and video and allows them to put that knowledge to practice in the production of an original documentary short. Students study documentary production from script to screen, including conceptualization, the art of the interview, hands-on camerawork in reality settings and post-production. Lectures, film study and video production/editing work.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** COM 255 and one of the following: COM 145 or COM 150 or COM 227

**COM 416                    APPLIED DANCE**

Students study dance technique and various styles essential for working in professional musical theater. Students study ballet, jazz, tap and modern dance providing an overview of required styles for contemporary and iconic/historical musical theater dance.

**Credits:** 1  
**Offered:** Fall, Spring (May be repeated)  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 420                    MUSICAL THEATER STUDIO**

Students participate in an interactive forum where they present material as a culmination of learned skills.

**Credits:** 1  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 421                    COMMUNICATION AND SOCIAL CHANGE**

This course examines the role of language in shaping social, political and cultural institutions in contemporary American society. It looks at how organized collectives can come together to bring about or resist a program of change, especially with the use of new media technologies. The course considers a variety of approaches to studying social change and applies these approaches to both historical and contemporary social movements.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 430                    INTERNATIONAL FILM**

A sociopolitical overview of the development of cinema in Europe, Russia and Asia. Special attention is paid to forms in narrative, structure, genre and aesthetic.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 436                    GENDER COMMUNICATION**

This course examines a variety of relationships between communication and gender. It emphasizes how communication creates and maintains gender and power roles and how communication behaviors reflect, maintain and influence social and political conceptions of gender.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 440 PUBLIC RELATIONS CAMPAIGNS**

This course defines and conceptualizes the history, ethics and techniques for molding and cultivating favorable public opinion through print and electronic mass media. Relationships among publicity, public relations and social media are explored.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** COM 115

**COM 444 STRATEGIES IN NEW MEDIA USE**

This course focuses on how emerging and new media can be used to serve the goals and objectives of the full range of society's institutions, federal and local governments, businesses, professions, disciplines, interest groups and others within society. Using insights from earlier media, students develop strategies and tactics for emerging and new media use.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 450 PROJECTS IN RADIO-TV-FILM PRODUCTION**

An experiential learning course. Students complete professional quality radio and video productions.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$40  
**Pre-Reqs:** COM 307 or COM 414 and 75 credits completed

**COM 451 INTERCULTURAL COMMUNICATION**

A study of the influence of culture on communication, this course examines worldwide perception and symbols as the basic units of culture and contact, and interaction and behavior as the basic units of communication. The course also offers a professional practicum in research, counseling management and education for the management of productive intercultural relationships and functional intercultural systems.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 465 FILM AND VIDEO PRACTICUM**

Students develop, write, produce and edit films and/or television programs.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** COM 315 & COM 307

**COM 475 SENIOR COMMUNICATION CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** 75 credits completed

**COM 476 ADVERTISING AND PUBLIC RELATIONS CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** 75 credits completed

**COM 477 COMMUNICATION AND EMERGING MEDIA CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** 75 credits completed

**COM 478 DRAMA CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** 75 credits completed

**COM 480 COMMUNICATION INTERNSHIP**

Practical work experience in a communication- or media-related company. Instructor and sponsor oversee and evaluate student work.

**Credits:** 1-6

**Offered:** Fall, Spring, Summer

**Lab Fee:** None

**Pre-Reqs:** University approval and either 90 credits/2.5 or higher GPA or 75 credits/3.25 or higher GPA.

**COM 482 DIGITAL ART AND DESIGN CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** 75 credits completed

**COM 483 MULTIMEDIA JOURNALISM CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** 75 credits completed

**COM 484 FILM AND TELEVISION CAPSTONE**

This capstone course enables students to apply theoretical and practical knowledge to develop a research paper, a video or other creative/dramatic project that serves as an e-portfolio item. Students complete a comprehensive e-portfolio.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** 75 credits completed

**COM 492 STRATEGIES IN ADVERTISING RESEARCH**

Examines the theoretical and practical concerns underlying procedures commonly used in advertising research, including content analysis, survey research, historical research, legal research and secondary analysis.

**Credits:** 3

**Offered:** Fall, Spring

**Lab Fee:** None

**Pre-Reqs:** COM 108 or COM 115 and completion of 60 credits

**COM 498 INDEPENDENT STUDY IN COMMUNICATION AND MEDIA**

Opportunity for students to study areas of special interest in communication and media. Student registration dependent on approval of a written course proposal.

**Credits:** 1-9

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** Permission of college dean

**COM 500 THEORIES IN COMMUNICATION AND MEDIA**

Comparison of theories of communication and media. Examines history and development of interdisciplinary theories about media processes and effects as well as roles, functions and consequences of media communication in society.

**Credits:** 3

**Offered:** Fall I

**Lab Fee:** None

**Pre-Reqs:** None

**COM 505 HISTORY OF COMMUNICATION AND MEDIA**

An examination of the historical development and cross-media influence with a focus on the creation, adoption and evolution of newspapers, books, magazines, radio, film, television, cable media and the Internet.

**Credits:** 3

**Offered:** Fall I

**Lab Fee:** None

**Pre-Reqs:** None

**COM 510 COMMUNICATION AND MEDIA TECHNOLOGIES**

Studies the development, implementation, role and impact of technology in communication and media with a focus on emergent technologies and how they are adopted by the mass media.

**Credits:** 3

**Offered:** Fall II

**Lab Fee:** None

**Pre-Reqs:** None

**COM 515 MEDIA LAW AND REGULATION**

Examines the development and impact of media communication law, including the international and domestic regulation of the electronic media.

**Credits:** 3  
**Offered:** Spring II  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 520 RESEARCH METHODS FOR COMMUNICATION AND MEDIA**

Introduces students to the research process, planning and design. Focuses on methods most relevant to communication and media, including experimental design, content analysis and survey research and examines the historical development of media communication studies in social sciences, humanities and legal areas.

**Credits:** 3  
**Offered:** Fall II  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 525 INTERNATIONAL MEDIA**

This course addresses two areas of international media: A comparative analysis of media systems across national borders and an examination of international media systems and services. Focuses on the relevance of journalism and mass communication in international affairs.

**Credits:** 3  
**Offered:** Summer II  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 540 TOPICS IN COMMUNICATION AND MEDIA I**

Specialized course on a variable topic relevant to the study of media and communication. Topics may include advertising, public relations, journalism, film, broadcasting, media delivery systems, media management and emergent media technologies.

**Credits:** 3  
**Offered:** Summer I  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 545 TOPICS IN COMMUNICATION AND MEDIA II**

Specialized course on a variable topic relevant to the study of communication and media. Topics may include advertising, public relations, journalism, film, broadcasting, media delivery systems, media management and emergent media technologies.

**Credits:** 3  
**Offered:** Summer II  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 550 MEDIA AND CULTURE**

This course offers an overview of media research on cultural differences relating to domestic and international concerns. Theories and research pertaining to international media and multicultural communication are reviewed.

**Credits:** 3  
**Offered:** Spring I  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 555 MEDIA, PUBLICS AND SOCIAL CHANGE**

This course emphasizes the function of communication in promoting social change. The role of media is considered in the understanding of forces promoting or resisting social change. Special attention is given to marginalized groups and their attempts to influence the public sphere.

**Credits:** 3  
**Offered:** Spring I  
**Lab Fee:** None  
**Pre-Reqs:** None

**COM 570 VISUAL COMMUNICATION PRACTICE**

A study of visual design to convey messages used in promotional materials, advertising and social media content. The course focuses on visual design theories to create and analyze visual images. Students create multi-product advertisements, magazine covers and page layouts for web pages and social media venues.

**Credits:** 3  
**Offered:** Spring II  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**COM 575 PROFESSIONAL MEDIA PRESENTATION**

An in-depth study of professional presentational skills including business presentations, interviewing techniques and performance for the camera. This course combines rhetorical theories with practical skills in delivery, audience analysis and crowd manipulation. Particular attention is given to presentations across a variety of media platforms. Students write press releases, engage in press conferences, group presentations and interviews.

**Credits:** 3  
**Offered:** Summer I  
**Lab Fee:** None

**Pre-Reqs:** None

**COM 590 CREATIVE PROJECT/THESIS SEMINAR I**

Under the guidance of creative project/thesis chair and committee, students prepare a proposal.

**Credits:** 3

**Offered:** As needed

**Lab Fee:** None

**Pre-Reqs:** None

**COM 595 CREATIVE PROJECT/THESIS SEMINAR II**

Under the guidance of chair and committee, students complete their creative project/thesis. Consecutive enrollment in this course is required until the creative project/thesis is completed. Credits are conferred upon successful completion/defense of the creative project/thesis.

**Credits:** 1-3

**Offered:** As needed

**Lab Fee:** None

**Pre-Reqs:** None

**COM 596 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0-1

**Offered:** Fall, Spring, Summer

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 101 INTRODUCTION TO CRIMINAL JUSTICE**

A survey of the agencies and processes involved in the administration of criminal justice. This includes a review of the functions of legislature, the police, the prosecutor, the courts and an analysis of the problems of law enforcement in a democratic society.

**Credits:** 3

**Offered:** Fall

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 201 CRIME AND DELINQUENCY**

A general orientation to the field of criminology, which considers the following topics: development of delinquent and criminal behavior, initial handling and proper referral and preventive police techniques. Specific police problems are also studied, such as addicts, the mentally ill and compulsive and habitual offenders. Special attention is given to police handling of juveniles and youths.

**Credits:** 1-3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 202 POLICING IN AMERICA**

This course examines the role and function of police in American society today. Historical developments will be examined as well as the operation of police organizations. The course will examine the nature of police work, and the resulting job stress. Students will examine the challenges police face in society including police culture, discretion, corruption, and police/community relations.

**Credits:** 3

**Offered:** Spring

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 203 CRIMINAL LAW AND PROCEDURE**

A survey of substantive American criminal law and an analysis of the accused's procedural rights.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 302 ISSUES IN CORRECTIONS**

This course examines contemporary issues surrounding the legal and social construction of confinement against a background of controversy, idealism and unfulfilled social promise. The nature of punishment and its purpose is examined. Alternative correctional models are reviewed and future trends are considered.

**Credits:** 3

**Offered:** Fall

**Lab Fee:** None

**Pre-Reqs:** None

**CRJ 320 CRIMINOLOGY**

This course presents an examination of the systematic study of the nature, extent, etiology and control of law-breaking behavior. It seeks to establish empirical knowledge about crime and its control, based upon qualitative and quantitative research that forms a basis for understanding, explanation, prediction, prevention and criminal justice policy.



**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 321 COMPARATIVE POLICE SYSTEMS**

This course compares and contrasts the law enforcement systems of different countries throughout the world, highlighting important features and differences of each. Students learn how law enforcement systems may vary across cultures and why. Each student will be responsible for the in-depth examination of a particular system against a comparative systems background.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 330 THE LAW AND THE COURTS**

This course examines the structure and process of the American judicial system from a local, state and federal perspective, with emphasis upon civil, criminal, administrative and regulatory issues. Consideration is given to legal and political influences on the judicial system and the court's role in influencing public policy in the criminal justice system.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 400 GENDER, CRIME, AND CRIMINAL JUSTICE**

An overview of how gender affects women's involvement in the criminal justice system as offenders, victims and professionals. Considerable attention is given to women as victims of crime, the social system and the criminal justice process.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 405 TERRORISM**

This course will examine terrorist culture and will analyze the origins, motives, operations and psychology of terrorism. Case studies will be presented to illustrate the variety of both international and domestic terrorist events. Techniques of counter-terrorism will be analyzed, and their impact on civil rights and civil liberties will be evaluated.

**Credits:** 3  
**Offered:** Every other Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 420 ETHICS IN CRIMINAL JUSTICE**

An identification and in-depth analysis of the diverse ethical issues encountered in the criminal justice profession. Using a case study approach, traditional ethical theories will be examined and applied to such topics as discretion, affirmative action, use of deadly force, misconduct, civil disobedience, undercover operations and privacy.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 450 RESEARCH IN CRIMINAL JUSTICE**

This course consists of a study of research design and qualitative and quantitative methods of data collection and analysis. A properly formatted, well-developed, research-based paper is a requirement for the course. Students develop an independent project and oral presentation of their findings.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 490 CRIMINAL JUSTICE INTERNSHIP**

Practical work experience in a criminal justice agency in one of the major sectors of the field: law enforcement, courts or corrections; or in a private firm serving these interests. Instructor and sponsor oversee and evaluate student work.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college internship liaison, 2.5 cumulative GPA in major and/or departmental approval.

**CRJ 495 SPECIAL TOPICS IN CRIMINAL JUSTICE**

**Credits:** 1-9  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 496 VICTIMOLOGY**

This course will explore theories of victimization, the evolution of the victims' rights movement, experiences of victims in the criminal justice system and interactions with other social service agencies, repeat victimization, and successful approaches to working with crime victims.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**CRJ 497 INDEPENDENT STUDY IN CRIMINAL JUSTICE**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 500 PERSONALITY THEORIES**

This course is an overview of the field of personality theories and practice. This course details the many theories of personality and issues within the practice of mental health counseling. This course includes conceptualization of personality theories and counseling application in practice.

\* This course may be offered as PSY 500.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 510 PROFESSIONAL COUNSELING IDENTITY/ISSUES**

This course will provide students with an understanding of the historical underpinnings of the field of counseling. Students will be exploring topics of professional identity, professional licensure and credentialing and made aware of the professional associations developed specifically for this and related fields. This course will orient students to the roles and responsibilities of professional counselors across specialty areas, between agencies, in consultation and collaboration interagency, and advocacy functions for the profession. Current topics relevant to the Clinical Mental Health Counseling field will be addressed including the latest interventions for crisis management, trauma, internet counseling and the foci of the present goals of the American Counseling Association.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 520 PSYCHOPATHOLOGY**

Psychopathology is a course, which will aid the student in understanding problems of definition and classification of abnormal human behavior. The course will incorporate the development of skill in making diagnoses, a working knowledge of the diagnostic categories and criteria found in the most current diagnostic classification systems such as the Diagnostic and Statistical Manual (DSM) and the International Classification of Disease (ICD). The course will provide an understanding of the varying philosophies relative to diagnosis and treatment of abnormal behavior. Students will be introduced to the principles and models of bio-psychosocial case conceptualization and become adept at writing a diagnostic formulation.

\* This course may be offered as PSY 520.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 540 RESEARCH AND PROGRAM EVALUATION IN COUNSELING AND APPLIED PSYCHOLOGY**

This course will explore theoretical and practical interpretations of research results and program analyses in the field of counseling and psychology. Specifically, students will study both qualitative and quantitative methods of data collection and analysis. Students will also be instructed on the use of statistical software by completing exercises in and out of class. This course will provide students with the background to conduct research and be a consumer of research in the counseling and psychology fields.

\* This course may be offered as PSY 540.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 560 HUMAN GROWTH AND DEVELOPMENT**

This course is designed to provide students with the foundations and implications of the developmental approach to the understanding of human growth and development. Students will become acquainted with a range of core issues and theories of individual and family development over the lifespan, including basic theoretical and methodological concepts, such as lifespan theories of development including physical, intellectual, moral and social development. This course includes an examination of the field today and applications of lifespan developmental science for intervention into developmental processes and implications for applied developmental research.

\*This course may be offered as PSY 560.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 605 PRACTICUM IN COUNSELING**

This course offers students an experiential component in their clinical program. Students will be working in the field of counseling while receiving clinical supervision from their academic and site supervisors. This course will inform students' thinking on issues related to professional behavior and preliminary counseling skills. Students will be provided with group and individual supervision.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 610 COUNSELING THEORIES**

This course is an overview of the field of counseling theories and practice. This course details the many theories of counseling and issues within the practice of mental health counseling. This course includes conceptualization of personality theories and counseling application in practice.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 615 GROUP COUNSELING**

Students in this course learn major concepts in group counseling theories and actual applied group therapy. Students develop techniques to facilitate group therapy. This course examines group dynamics, group cohesion, relationship development and the stages of group therapy.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 620 INDIVIDUAL TESTING AND ASSESSMENT IN COUNSELING AND APPLIED PSYCHOLOGY**

This course will examine the theory, history and methodological foundations of psychological testing, individual assessment and measurement in the counseling field. Both the benefits and pitfalls of using assessment in practice will be investigated in underlining the importance of culture-related issues. This course will explore the avenues of assessment and the reliability and validity of the assessment tools presented.

\*This course may be offered as PSY 620.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 640 SOCIAL AND CULTURAL FOUNDATIONS**

This course will explore the psychological impact of social and cultural factors in the field of counseling and applied psychology. The influence of gender, race, age, ethnicity, culture, SES, religious preference, sexual orientation and mental and physical disabilities in psychological research and counseling relationships will be investigated. Prototyping, stereotyping and prejudice will be examined and interventions appropriate to handling these will be studied. The class will focus on the cultural factors relevant to clinical mental health counseling.

\*This course may be offered as PSY 640.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 650 HUMAN SEXUALITY**

This course examines the theories and etiology of human sexuality, physiology and sexual development. Students will explore theories of sexual role expectations, sexual dysfunctions and sex therapies. The importance of the counselor in the role of the human sexuality educator will be discussed.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 660 COMMUNITY COUNSELING**

This course is designed to educate the clinician to multiple aspects of community counseling. Concepts including the multiple roles of counselors in community settings such as medical centers, mental health centers, integrated behavioral health care systems, and public and private schools will be discussed. System-centered interagency and inter-organizational collaboration and consultation are included in this course. Within the framework of this course, crisis counseling and trauma informed therapy will be addressed specific to individual and diverse populations.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 670 SUBSTANCE ABUSE**

This course investigates the assessment, etiology and treatment of substance abuse as related to counseling issues. This course reviews substance abuse assessment and treatment issues and practice. Students will acquire assessment techniques and treatment interventions for individual, group and family approaches. This course will prepare the counselor for counseling in a multitude of settings.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 680 COUNSELING TECHNIQUES**

This course presents the numerous therapeutic techniques and interventions related to a variety of both modern and post-modern therapy paradigms. Focus will be on understanding the theoretical framework for the therapy models and the associated techniques. Issues related to assessment, case conceptualization, treatment planning, special populations and outcome evaluation will be examined.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 681 DIAGNOSIS AND ADVANCED COUNSELING TECHNIQUES**

This course will elucidate the complex nature of the diagnostic process, including differential diagnosis and the use of current diagnostic classification systems, including the *Diagnostic and Statistical Manual of Mental Disorders (DSM)* and the International Classification of Diseases (ICD). Students will be able to demonstrate command and understanding in the use of the manual for diagnostic labeling. Students will be knowledgeable in the epidemiology and etiology of psychological disorders. Students will demonstrate command and understanding of differential diagnoses. Students will demonstrate ability to conceptualize clinical diagnosis into a coherent plan of treatment using best practices in the field. Students will analyze, compare and contrast the many psychotherapeutic techniques for treatment of the disorders. Through case study analysis, students will develop treatment plans appropriate to the diagnosis and demonstrate the ability to select best interventions based on the chosen model of therapy.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 685 CAREER ASSESSMENT**

This course will explore the psychological basis of career and lifestyle assessment in the field of vocational psychology. Career counseling and theory is explored with an emphasis on the history that led to the development of the field as well as the assessment methods and interventions specific to this field. The course includes the various approaches and interventions used by career counselors and psychologists. Professional issues related to traditional clinical interventions and the current trends in career assessment are reviewed.

\*This course may be offered as PSY 685.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 688 SEMINAR IN COUNSELING AND APPLIED PSYCHOLOGY**

This is a special topics course for psychology graduate students. Students will learn the history and philosophy of the seminar topic and will be informed of the various career development and educational opportunities available in the specified field. Students will develop critical thinking skills and will apply these skills to critiquing and presenting current practices and research methods in the field. Students will fully understand the ethical and legal principles applicable to those holding professional roles in society.

\*This course may be offered as PSY 688.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 690 LEGAL AND ETHICAL ISSUES IN COUNSELING**

This course covers ethics, laws and standards as related to professional conduct and counseling. This course discusses legal and ethical decisions a counselor would encounter in the clinical setting. Students will be oriented to the field of counseling through the ACA and NBCC ethics codes. Topics discussed would be professionalism, confidentiality, competence, duty to warn and protect, and diversity with clients. Clinical case examples and cultural considerations will be discussed.

\*This course may be offered as PSY 690.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**CSL 695 INTERNSHIP IN COUNSELING**

This course requires students to work a specified number of hours in the field of counseling based on their specialization area. Students will meet in a classroom setting for group and peer supervision and with the course instructor for individual supervision. Site placement will include supervision with an emphasis in developing appropriate skills training in counseling settings. Students need to have completed all master's-level course work with a grade of B- or better to be eligible for placement in this course. Required clinical hours and supervision hours must be met for successful completion of this course. The culmination of this course is an exit exam.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$45  
**Pre-Reqs:** None

**CSL 700                    INTERNSHIP IN COUNSELING II**

This course offers students an experiential component in their clinical program. Students will be working in the field of counseling while receiving clinical supervision from their academic and site supervisor. This course will inform students' thinking on issues related to professional behavior and advanced counseling skills. Students will be provided with group and individual supervision.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**DBR 100                    BELIEF AND REASON 100**

Explore concepts of belief and reason by examining major ideas, thinkers and religious traditions, specifically through themes such as Search for Origins, Ethics, and Theories of Knowledge. This involves a thorough examination of the recurring questions that define the relationship between belief and reason. Courses are offered within the American perspective.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DBR 200                    BELIEF AND REASON 200**

These courses connect and question concepts of belief and reason from a historical, cross cultural, multidisciplinary and personal perspective, specifically engaging students in the core principles, ideas, people, concepts, and great works centered on global intellectual and religious traditions. Courses are offered within the global perspective and are writing intensive, focusing on writing strategy, academic research and composition.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DBR 300                    BELIEF AND REASON 300**

These courses synthesize systems of belief and reason incorporating an understanding of the diversity of human thought, expression, and perspectives. Students demonstrate a critical and reflective understanding of the role of belief and reason as it relates to their own ethical and moral values. Courses require students to evaluate and articulate the role of belief and reason within the various academic focuses across the university.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DBR 400                    BELIEF AND REASON 400**

These courses relate various academic disciplines to systems of belief and reason that have a profound effect on human thought, expression, and perspectives. Courses require students to apply systems of belief and reason to specific projects that pertain to real-life dilemmas and issues. Students develop informed judgment of when, where, and how to apply belief and reasoning systems.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DJC 100                    DIALOGUE OF JUSTICE AND CIVIC LIFE 100**

These courses explore the development of civic life and the struggle for justice from the origin of American government and society to the present day. Courses examine the form and function of many founding documents of the United States, with a literary, historical, and philosophical focus. Each is offered with an American perspective and is writing intensive, focusing on writing strategy, academic research and composition.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DJC 200                    DIALOGUE OF JUSTICE AND CIVIC LIFE 200**

These courses examine competing theories of justice as they pertain to the diverse members of our global society and prepare students for global citizenship. Courses explore specific global challenges to equality, freedom, and justice. Students assess, through critical reflection, their own values and responsibilities in terms of civic engagement and citizenship.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DJC 300                    DIALOGUE OF JUSTICE AND CIVIC LIFE 300**

These courses require students to explore and integrate competing theories of twenty-first century social justice within various academic disciplines. Students demonstrate, articulate and practice the principles of civil discourse and respect for diverse cultures and perspectives.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DJC 301 CRITICAL THINKING AND WRITING**

This course approaches critical thinking and writing as a reflexive process to enable students to become intentional learners, who develop self-awareness about the reasons for study, adapt and integrate their knowledge to new situations and from different sources, with the ultimate goal of becoming "life-long learners." The course promotes an awareness of historical, cultural, and social contexts and further requires sensitivity to cultural difference. It also requires students to contextualize their own ideas and the ideas of others through rhetorical analysis, logical reasoning, and information literacy. Students will understand and develop clear, effective sentences and logical, organized compositions, as well as how to create and support an arguable thesis. In addition, there is a rhetorical focus on writing as a tool for communication in a variety of media and contexts.

**Credits:** 3  
**Offered:** Fall I/Spring II  
**Lab Fee:** None  
**Pre-Reqs:** College-Level English, ENG 101 or ENG 102

**DJC 400 DIALOGUE OF JUSTICE AND CIVIC LIFE 400**

These courses present the concepts of civic life and justice as impacted by contemporary domestic and international affairs. Courses require students to critically analyze issues of justice within the various academic disciplines. Students apply a conceptual understanding of justice and civil life to complex problems.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DQR 100 QUANTATATIVE REASONING**

These courses emphasize personal financial responsibility. Students will learn, develop, and apply traditional college-level mathematics skills to make sound financial decisions. Everyday life scenarios will enhance student ability to make informed decisions necessary for financial success.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DQR 200 QUANTATATIVE REASONING 200**

These courses present a practical approach to the fundamentals of statistical reasoning and analysis, probability theory, and survey methods. Relevant applications from business, games, sports and current events engage students while underscoring the essential uses of descriptive and inferential statistics.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DQR 300 QUANTATATIVE REASONING 300**

These courses explore the use of quantitative data to formulate reasoned arguments and make decisions. These courses require students to solve problems and present alternative solutions to current issues. Students will also evaluate and critique research with quantitative information.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DQR 400 QUANTATATIVE REASONING 400**

These courses provide meaningful and practical learning experiences that will prepare students to create logical arguments based on quantitative data. Students use and seek appropriate solutions when data and mathematical models are insufficient to solve a problem in various fields.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DQR 401 PERSONAL FINANCE/STATISTICAL ANALYSIS**

This course explores various topics in quantitative reasoning. It covers various approaches to problem solving, how numbers are used in the "real world", how to manage personal finances, basic concepts in statistics, and how they are applied in everyday settings. Excel spreadsheets and charts are used extensively in this course to graphically illustrate how to display, analyze, and interpret data. Using mathematical models to understand real-world phenomena and to make predictions is an important component of the course.

**Credits:** 3  
**Offered:** Spring I/Summer II  
**Lab Fee:** None  
**Pre-Reqs:** Working -knowledge of Microsoft Office Suite or CMS 200

**DSL 100 SCIENTIFIC LITERACY 100**

These courses use a study of the physical environment and the history of science to introduce students to the scientific method. Students explore the relationship between science and technology, the collection and analysis of scientific data, and the ethical issues relating to science.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None



**DSL 200                    SCIENTIFIC LITERACY 200**

These courses expand understanding of the physical environment, focusing on the relationship between the living and the physical world. The scientific method is used to explore major scientific theories, understand the application of technology in science and define the ethical dimensions of the study of living systems.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSL 300                    SCIENTIFIC LITERACY 300**

Students collect and analyze real data in order to understand how science is actually conducted in the context of one or more relevant scientific topics. Critically analyze and evaluate how science drives innovation in the 21<sup>st</sup> century.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSL 301                    CONTEMPORARY ISSUES IN SCIENCE**

This course will prepare students for the 21st century by developing the skills and knowledge to understand and interpret scientific information and the impact of science on their lives, the environment, and society. It will educate students in the concept of science, the scientific method, and its practical applications to examining issues that are of relevance and importance both locally and globally.

**Credits:** 3  
**Offered:** Fall I/Spring II  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSL 400                    SCIENTIFIC LITERACY 400**

These courses evaluate the role of science in addressing contemporary issues. Students formulate and execute a scientific approach to solving 21<sup>st</sup> century problems. They will design, execute, and draw conclusions of their own scientific study.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSS 100                    DIALOGUE OF SELF AND SOCIETY 100**

Students explore the Self and how it is influenced by society. Students focus on the importance of the Self and the search for identity and purpose, leading toward an awareness of how society is organized and changed. These courses are offered from the American perspective.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSS 200                    DIALOGUE OF SELF AND SOCIETY 200**

Students examine society and how it influences the Self. These courses will create awareness of the many ways the Self is influenced by society and the ways which individuals can affect and change society. These courses are offered from the global perspective.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSS 300                    DIALOGUE OF SELF AND SOCIETY 300**

Students explore and evaluate societal change; societal development and the ways individuals and society connect within various academic disciplines. Courses analyze the dynamics between social forces and the individual.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**DSS 301                    PRESENTATIONAL COMMUN & TECHNOLOGY**

Students engage in high-level oral communication experiences, integrating emerging technologies, through traditional multimedia and virtual presentations. Students explore various methods of communication through traditional in-class informative presentations, multimedia persuasive presentations and virtual presentations.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** CMS 200 or Equivalent

**DSS 400                    DIALOGUE OF SELF AND SOCIETY 400**

Students evaluate and apply the most significant theories of Self and society as they relate to self-knowledge and the construction of the individual. Historical, cross-cultural, and multi-disciplinary perspectives on Self and society are examined with various academic disciplines.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ECE 105                    INTRODUCTION TO EARLY CHILDHOOD EDUCATION**

Investigation of the historical, philosophical and sociological perspectives in early childhood education as they relate to the programs currently available for young children including the principles and practices utilized for the development of scientific, educational, creative, social and cultural concepts.

**Credits:** 3  
**Offered:** None  
**Lab Fee:** None  
**Pre Reqs:** None

**ECE 230                    CREATIVE ACTIVITIES**

Integration of art, music and movement in the pre-primary and primary environment (age three through grade three) with developmental emphases on the use of art supplies and techniques, acquisition of basic movement skills and familiarization with types of music and musical instruments for use in multicultural classrooms.

**Credits:** 3  
**Offered:** None  
**Lab Fee:** None  
**Pre Reqs:** None

**ECE 240                    PRE-PRIMARY LANGUAGE ARTS**

Emphasis upon developing and using meaningful strategies for involving all children in language arts experiences at the pre-primary/primary level, age three through grade three.

**Credits:** 3  
**Offered:** None  
**Lab Fee:** None  
**Pre Reqs:** None

**ECE 250                    PRE-PRIMARY MATH AND SCIENCE**

An introduction to the math and science concepts appropriate to the developmental level of the pre-primary/primary child, age 3 through grade three. Activities will be examined and creative ideas explored as the student develops math and science lesson plans appropriate for diverse learners.

**Credits:** 3  
**Offered:** None  
**Lab Fee:** None  
**Pre Reqs:** None

**ECE 460                    CHILDREN AT RISK**

A study of research-based information of the identification, resources and effective instructional practices for all children with special needs who are at risk of academic failure from age three through grade three. Procedures and intervention approaches for appropriate and effective family support are discussed.

**Credits:** 3  
**Offered:** None  
**Lab Fee:** None  
**Pre Reqs:** None

**EDL 604                    INSTRUCTIONAL LEADERSHIP**

The course examines contemporary issues in instructional leadership focusing on student achievement, evaluation, change and improvement strategies. Emphasis is placed on developing a school culture focused on supporting effective instructional staff, which includes key players such as central office personnel, principals, assistant principals and instructional coaches. Leader's participation in professional development will help them remain informed, setting the tone, and implementing instructional plans that will provide a focus for monitoring.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 606                    DATA DRIVEN DECISION MAKING**

The course provides a broad overview of how administration and teachers take ownership in the action research process by using a statistical data analysis package. Course participants will learn to analyze and act on student performance data to improve and drive classroom instruction. The role of instructional leaders and the development of teacher competencies for data and trend analysis will be examined. Effective strategies will be discussed as a powerful tool for system-wide school improvement and connecting instructional decisions to assessment.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 607 LEADING A LEARNING ORGANIZATION**

The course explores how instructional leaders facilitate an inclusive student-centered learning environment by developing system objectives, improvement planning, faculty proficiency needs, and appropriate instructional goals.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 608 CRITICAL ANALYSIS OF LEGAL, ETHICAL, SOCIAL & SAFETY ISSUES**

The course explores how effective school leaders demonstrate personal and professional behaviors consistent with their understanding of ethical, social, legal and safety concerns which impact the quality of education.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 621 HUMAN RESOURCE MANAGEMENT & FACULTY DEVELOPMENT**

The course assists students in understanding the various processes utilized in the selection, retention and development of education staff and administrators. The focus of the course is directed toward recruitment, selection, placement, appraisal and evaluation as well as programs of compensation for personnel. Among topics analyzed are budget, recruitment, supervision, selection and retention, interview formats, placement and induction policies, staff development, motivation, rewards, affirmative action, sexual harassment and collective/collaborative bargaining.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 624 SCHOOL COMMUNICATION, POLICY AND PRACTICE**

The course prepares aspiring school leaders to understand and use the principles of interpersonal, oral and written communication, and follow a professional code of ethics and values in diverse settings. The primary focus is on emerging communication technology, handling crisis communication, legal and management issues, impacting media communication, role of instructional leaders in building parental support, and developing community relations to enhance learning.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 625 SCHOOL FINANCE, BUDGETING & OPERATIONS**

Administrative structure and linkage of educational systems to varying local, state and national constituencies that have legislative and financial impact on institutional renewal and change. Student will analyze federal, state and local education budgets.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 626 CURRICULUM DESIGN, PLANNING & IMPLEMENTATION**

Study of effective principles of curriculum development in schools as related to standards-based instruction and assessment. Attention is given to the educator's role in understanding curriculum, theory behind curriculum development, program models and implementing standards-based curriculum instruction and assessment.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 628 INSTRUCTIONAL PLAN IMPLEMENTATION**

The course builds upon EDL 604 by exploring and developing how effective school leaders work collaboratively to develop and implement an instructional framework that aligns curriculum with state standards, effective instructional practices, assessments, ultimately meeting the needs of diverse learners.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 635 eLEADERSHIP FOR SCHOOL TECHNOLOGY INTEGRATION**

The course explores the role of technology and its impact on traditional and non-traditional educational systems, the historical perspectives on traditional and non-traditional ways of educating coupled with theories of how one communicates and learns, the range and mix of technology available as instructional tools to enhance learning across culturally diverse groups and environments, and the future directions of technological innovations in educational systems.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 699 ADMINISTRATIVE/EDUCATIONAL LEADERSHIP INTERNSHIP**

A beginning level field experience in which the candidate demonstrates (a) familiarity with a topical and important educational leadership issue at the administrative level (principal, assistant principal, dean, etc.), (b) the ability to design and build a professional portfolio, and (c) apply critical thinking skills in analyzing outcomes, drawing conclusions and making recommendations through the design and implementation of a faculty approved project proposal. Seminars will focus on performance analysis of behavior and ethical decision making in the field, application of theory to practice, and achievement of required program outcomes.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDL 700 ADMINISTRATIVE/EDUCATIONAL LEADERSHIP INTERNSHIP**

This course continues the internship experiences as begun in EDL 699. Candidates develop their electronic Professional Portfolio containing documented evidence of their experience with each of the Florida Principal Leadership Standards (FPLS) and Florida Educational Leadership Exam (FELE) competencies. This documentation and successful completion of the administrative internship will serve as the culminating experience required for graduation.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** EDL 699

**EDU 101 INTRODUCTION TO EDUCATION**

An introduction to the historical, philosophical and sociological foundation of education as well as the legal, social, financial and political environment of schools. The course is designed to introduce the teacher candidate to some of the issues (and the backgrounds of these issues) currently found in education. The course will also guide/assist the teacher candidate to develop a basis for making decisions regarding teaching if it is to be his/her profession of choice. Five hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 102 INTRODUCTION TO SPECIAL EDUCATION**

The goal of this course is to introduce the special education child and study their origin, diagnosis, and treatment of special needs. It emphasizes on learning, goal planning regarding information and characteristics of individuals with exceptionalities, evidence-based instructional strategies, as well as legal policies in meeting the diversity of their needs. All course materials and assignments will be presented in an online format and all assignments, exams, activities will be submitted online. This course offers 7 modules with 16 posts with a recommended pace of 1 post per week.

**Credits:** 3  
**Offered:**  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 160 CHILD DEVELOPMENT, HEALTH, PE, & SAFETY**

This course will focus on the theories and concepts of human growth and development from conception through adolescence. Emphasis will be placed on characteristic stages, language, cognition and intelligence, physical and perceptual development, and social relationships as they relate to the influence of family structure on the child's personality and behavior. Health and safety in elementary schools will also be addressed. Five hours of field observation are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 210 DIFFERENTIATED INSTRUCTION AND EFFECTIVE TEACHING STRATEGIES**

An overview of the developments in curriculum design, innovative program models, current and effective instructional methods and strategies for planning and delivering instruction to all students in a variety of classroom settings and for a variety of purposes. It is designed to prepare teacher candidates to select, plan, adapt, implement and evaluate instructional materials, content and other resources appropriate to and reflective of both instructional goals and the needs of diverse student populations. Five hours of field observations are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** EDU 101

**EDU 214 ART, MUSIC, AND MOVEMENT**

The development of instructional skills, techniques and strategies for teaching art, music, and movement in the elementary school will be covered. Five hours of field observation are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 215 CHILDREN'S LITERATURE**

The information presented in this course introduces teacher candidates to a variety of children's books and allows them to make knowledgeable decisions in the selection and use of these children's books as a result of studying, discussing and using the six genres of children's literature in and outside the classroom setting. It prepares teacher candidates to integrate literature throughout the curriculum and helps them to collect an extensive selection of children's literature for use in their future classrooms. Five hours of field observations are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 311 ELEMENTARY READING METHODS K-6**

Pre-service teachers will explore how literacy mediates and support thinking in the knowledge building content area and learn how include essential components of reading into a typical literacy block. Students will learn about good literacy instructional practices and assessments in the primary grades, and reasons why struggling readers at that level find it difficult to become expert readers.

**Credits:** 3  
**Offered:** Fall and Spring  
**Fee:**  
**Pre-Reqs:**

**EDU 314 ELEMENTARY READING METHODS K-6**

The goal of this course is to provide pre-service teachers with a variety of reading techniques, approaches, and research-based reading interventions providing an affordable and robust digital learning experience using iPads apps. Content area reading strategies will be explained and can be tailored to specific reading issues that pre-service teachers may see in the classroom. This course offers 7 modules with 16 posts with a recommended pace of 1 post per week.

**Credits:** 3  
**Offered:**  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 315 LITERACY IN THE PRIMARY GRADES**

Approaches, methods and materials appropriate to teaching young students to read are covered. Emphasis will be on emergent literacy, sequential development of skills, perceptual development, word attack skills, vocabulary, comprehension and oral language development as all are a part of a balanced literacy approach to reading. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 316 LITERACY IN THE INTERMEDIATE GRADES**

The information presented in this course is designed for all teachers who wish to use effective literacy instruction based on scientific research and classroom-tested approaches in elementary, middle, and high school reading environments. Students will learn about good literacy instructional practices and assessments in the intermediate grades, and reasons why struggling readers at that level find it difficult to become expert readers. Pre-service teachers will explore how literacy mediates and support thinking in the knowledge building content area and learn how to include the essential components of reading into a typical literacy block. Students will develop an in-depth knowledge of several reading approaches and focus on developing strategic readers and writers in future classrooms. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** EDU 315

**EDU 317 SCIENCE IN THE ELEMENTARY SCHOOL**

The purpose of this course is to provide meaningful and practical learning experiences that will prepare teacher candidates to create effective science learning environments for elementary school students. Teacher candidates will participate in the same kind of inquiry-based experiences that they will use in their own teaching with emphasis on applying the scientific process and proper laboratory procedures. Topics include light and color, matter, forces, motion, energy, geology, weather and astronomy. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 318 MATH IN THE ELEMENTARY SCHOOL I**

This course focuses on developing conceptual understanding of the properties of the natural numbers, integers, rational and real number systems with an emphasis on problem solving and critical thinking. The mathematical content will be integrated with current research on mathematical instructional strategies, the use of manipulatives, lesson planning, evaluation of mathematical learning and diagnostic techniques. The goal is to increase the conceptual understanding of the teacher candidates and to increase their ability to analyze the mathematical ideas, structure and research of the K- 6 mathematic curriculum. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 319                    TEACHING SOCIAL STUDIES**

This course is designed to introduce teacher candidates to the world of social studies teaching and learning in the elementary school. Instructional skills, techniques and strategies will be taught; these will aid in developing social studies understanding and the ability to think and act as democratic citizens in a multicultural society through the discussion of geography, history and government. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 396                    CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0-1  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 415                    MANAGING THE CLASSROOM**

This course is designed to provide teacher candidates with skills and competencies to improve instruction and learning through good classroom management by establishing a learning environment and instructional program that is well organized and efficient. Eight hours of field observation are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 418                    MATH IN THE ELEMENTARY SCHOOL II**

This course focuses on developing conceptual understanding of algebra, number theory, geometry and measurement with an emphasis on problem solving and critical thinking. The mathematical content will be integrated with current research on mathematical instructional strategies, the use of manipulatives, lesson planning, evaluation of mathematical learning and diagnostic techniques. Teacher candidates will learn new instructional and assessment strategies and increase technology abilities developed in EDU 318. Eight hours of field observation are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 419                    SCIENCE IN THE ELEMENTARY SCHOOL II**

The purpose of this course is to provide meaningful and practical learning experiences that will prepare teacher candidates to create effective science learning environments for elementary school students. This course develops a strong conceptual understanding of life science. Teacher candidates will participate in the same kind of inquiry-based experiences that they will use in their own teaching. Topics will include characteristics of life, plants and animals as well as ecology. Teacher candidates will learn new instructional and assessment strategies and increase technology abilities developed in EDU 317. Eight hours of field observation are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 420                    ASSESSMENT FOR INSTRUCTION**

Development of instructional objectives and classroom assessment techniques for diverse student populations as well as interpretation of standardized assessments using measurement results for evaluating student progress will be examined. This course examines the interrelationships among content standards, instructional objectives, planning, assessment and in addition, teacher candidates will learn how to design and implement action research studies, along with the outcomes resulting from a data-driven educational decision making set of procedures, all focused on educational issues and problems that are pertinent to them in their settings. This course includes formal and informal, as well as traditional and alternative assessment techniques. Eight hours of field observation are required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 480                    PRACTICUM**

This course involves the guided practice of teaching under the supervision of a clinically educated and ESOL endorsed classroom teacher in two diverse classrooms at different elementary grade levels. Requires the utilization of knowledge, attitudes and skills in elementary/secondary school instructional situations. Teacher candidates are required to complete 75 hours of contact time in a primary grade classroom and 75 hours in an intermediate grade classroom.

**Credits:** 3  
**Offered:** Fall & Spring  
**Lab Fee:** None  
**Pre-Reqs:** Pass all four General Knowledge tests and be formally admitted to the Ross College of Education



**EDU 481                    CLINICAL INTERNSHIP**

The Clinical Internship is designed to be both an integrative and culminating experience for the teacher candidate. The experience is designed to provide an opportunity to put theory into practice, to develop effective teaching skills and behaviors, and to self-evaluate and identify strengths and areas needing further development in a diverse classroom under the supervision of a clinically educated and ESOL endorsed classroom teacher. During this 15 week full-time placement, teacher candidates will demonstrate competency in the Florida Educator Accomplished Practices (FEAPs) at the pre-professional level.

**Credits:** 12  
**Offered:** Fall & Spring  
**Lab Fee:** None  
**Pre-Reqs:** EDU 480

**EDU 596                    CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0-1  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 701                    INTRODUCTION: LEADERSHIP, POLICY AND CONTEXT**

The course systematically examines the structure and function of educational policies and problems of research in a political context.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 702                    PROGRAM EVALUATION**

This course provides an introduction and overview of the methods of conducting program evaluations in educational settings. Students will learn strategies for critiquing written program evaluations, as well as methods for designing and conducting evaluations of educational programs in their own settings and contexts.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 703                    EDUCATIONAL POLICY, POLITICS AND PROFESSIONAL ETHICS**

This course explores education policy, its historical evolution and contemporary condition; societal conditions, governance arrangements, and political dynamics shaping policy outcomes; and professional challenges and practical ethical issues permeating education policy, the policy process, and education practice in the United States and elsewhere throughout the world.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 704                    ACTION RESEARCH**

This course provides an introduction and overview to the process of conducting action research in schools. Students will learn strategies for developing action research plans and for conducting action research studies, including the collection and analysis of data, in their own settings and contexts. The major focus is on the cyclical nature of action research and its potential impact to improve educational practice.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 705                    MULTICULTURAL SOCIAL ORGANIZATION**

This course is designed to examine, discuss and analyze historical, political, economic, social and ethical perspectives in multicultural educational settings. Students will explore contemporary impediments to educational equity and solutions to issues.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 706                    RESEARCH DESIGN AND ANALYSIS**

This course provides an overview of the methods used in designing and conducting qualitative and quantitative research studies in educational settings. Focus is placed primarily on the design of qualitative, quantitative, and mixed-methods research studies, as well as on the analysis of data collected during the conduct of these types of educational research studies.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 707                    PROBLEM-BASED INQUIRY: FIELD-BASED CLASS II LEADERSHIP IN A METROPOLITAN CONTEXT**

This second problem-based inquiry (PBI) field course furthers the application of knowledge gained in PBI field based class I. The course supports candidate's development of problem-solving skills, the implementation of solutions and collaboration as well as self-directed learning which support methods of inquiry and practical application throughout the program.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 708                    CRITIQUING AND REVIEWING RESEARCH LITERATURE**

This course provides an overview of and exposure to the process and skills required in the analysis and critique of published research literature. In addition, students gain experience in the development of a written review and analysis of research literature on a topic of interest to them.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 709                    PROBLEM-BASED INQUIRY: FIELD-BASED CLASS III SOCIAL, PSYCHOLOGICAL AND PHILOSOPHICAL ISSUES IN EDUCATION**

The third problem based inquiry (PBI) course again furthers the study of and application of knowledge gained in PBI field based classes I/II. The course surveys trends on educational sociology and the politics of schooling; key issues of educational psychology with respect to the impact of culture, class, race and gender; and undergirding philosophy of education policy. The course supports student's development of problem solving skills, reflection, implementation of solutions, collaboration and self-directed learning which support methods of inquiry and practical application throughout the program.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 711                    PROBLEM-BASED INQUIRY SEMINAR II GLOBAL PERSPECTIVES ON EDUCATION REFORM**

The second problem-based inquiry seminar is an introduction to the field of comparative education (educational philosophies, methods, patterns of control, financing, organization, and relationship within the larger society in selected countries of the world). A comprehensive social science methodology is utilized which examines historical, political, economic and social factors that serve as the foundation for educational systems of nations. The course enables students to identify strengths and limitations of international comparative research, and to learn about relevant studies and scholars dealing with methodological and conceptual issues of comparative education. A special emphasis is placed on policy borrowing and lending, and globalization studies. Through examination of cases, students are expected to learn multiple aspects of issues in educational change and to develop analytical and critical thinking.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 726                    INSTRUCTIONAL & CURRICULUM LEADERSHIP**

This course presents curriculum and instruction from a leadership perspective within the contexts of K-12 schools, national and state colleges. Candidates examine contemporary issues in school curriculum, including policy initiatives and reform efforts affecting curricular decision-making. The course prepares candidates to analyze and design appropriate strategies for implementing and evaluating curricula and to investigate the implications of curricula for educational programming. Candidates also learn specific foundations and procedures for professional development that have well-documented effects on student achievement.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 727                    PUBLIC SCHOOL LAW**

This course examines key legal issues that govern daily and long-range decisions of educational leaders focusing specifically on understanding Florida and federal codes, case law, policies and significant precedents and will emphasize analysis of key legal concepts and application of law to major areas including finance, personnel, risk management, curriculum, student services, teacher rights, torts, student's rights, and access. Candidates will examine trends in law and the initiation and influence of educational law to positively influence educational institutions.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 728                    STUDENT MOTIVATION AND COGNITION**

The course focuses on research of student cognition and motivation. Candidates will examine different learning and motivation theories and research. Particular emphasis will be placed on how findings from different studies apply to practical educational problems.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 729 PLANNING AND MANAGEMENT IN SCHOOL FUNDING AND FACILITIES**

A study of the historical development, design and management, of school facilities, and systems of financing education. Topics include forecasting need, potential sources of revenue, state and local systems of finance, financial management, budget development and construction management. Selected state models for funding education will be examined for managing.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 801 CAPSTONE PART I: THE PROBLEM**

The capstone is student-centered, student-directed and requires the command, analysis and synthesis of knowledge and skills. The first capstone course enables a candidate to verify his or her ability to develop a problem of inquiry and examine the profile of local issues to form opinions about, and develop research that addresses a problem.

**Credits:** 3  
**Offered:**  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 802 CAPSTONE PART II: THE GATHERING OF EVIDENCE**

The second capstone course is concerned with a candidate's ability to research and gather significant documentation, data and evidence that forms a review of the literature on an identified problem that is a comprehensive analysis of the research.

**Credits:** 3  
**Offered:**  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 803 CAPSTONE PART III: FINDING/REPORT/OUTCOMES**

The third capstone course provides a method of summative evaluation in which the candidate is given an opportunity to demonstrate integrated knowledge and growth in the program through the oral presentation of the capstone, dissertation of practice, the executive report and the portfolio.

**Credits:** 3  
**Offered:**  
**Lab Fee:** None  
**Pre-Reqs:** None

**EDU 804 DISSERTATION RESEARCH IV**

Enrollment in this course is required for the term of completion of all degree requirements, including the successful defense of the dissertation. Students who do not complete the course requirements during the term will receive an IP (in progress grade and must enroll in EDU 801 to maintain the continuous registration requirement of the degree program. Each student registers for EDU 804 in the section of the dissertation chair. Grading is the responsibility of the Dissertation Committee chair and is pass (P)/fail (F). Students must complete EDU 804 requirement within the next semester or they will be re-enroll for the class until the Dissertation in Practice (DiP) is completed.

**Credits :** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** EDU 803 (P pass) and dissertation approval

**EDU 896 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training which requires the approval of the respective faculty supervisor or internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Fee:** None  
**Pre-Reqs:** None

**ENG 099 ENGLISH SKILLS**

A three credit course in basic writing, grammar, sentence structure, and conversation, as a prerequisite to English-designated Dialogues of Learning courses, when assessment indicates those skills need further development. The course includes a requirement to attend writing lab. Illustrative materials will emphasize idiomatically correct English language use, in a variety of culturally relevant situations and contexts, drawn from modern American society. It will be available only to ESL students.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 101 ENGLISH COMPOSITION I**

A course in clear, effective expression designed to develop ability in composition. Students study the essay and are trained in the use of library materials for preparing research papers. Includes writing lab requirement. This course fulfills the Gordon Rule. Students will write a minimum of 6,000 words.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None

**Pre-Reqs:** None

**ENG 102 ENGLISH COMPOSITION II/WORLD LITERATURE**

A course in effective writing, emphasizing analysis of works of literature. Students study the various literary genres, reading and writing critically on a global canon. This course fulfills the Gordon Rule. Students will write a minimum of 6,000 words.

**Credits:** 3  
**Offered:** ENG 101  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 201 STUDIES IN POETRY**

A survey of the genre, using a global canon to study the formal elements and various forms of poetry.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 202 STUDIES IN SHORT FICTION**

A survey of the genre, using a global canon to study the formal elements of the short story.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 203 STUDIES IN DRAMA**

A survey of the genre, using a global canon to study the formal elements of dramatic literature.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 204 STUDIES IN THE NOVEL**

A survey of the genre, using a global canon to study the formal elements of the novel.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 311 CREATIVE WRITING**

A practical course in creative writing of poetry, drama, short stories, fiction, and non-fiction as genres of literary expression.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 325 SHAKESPEARE**

An intensive study of the plays and sonnets of William Shakespeare.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 330 AMERICAN LITERATURE I**

A survey of American authors from the Colonial Period, the Age of Reason and the Romantic Era.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 331 AMERICAN LITERATURE II**

A survey of American authors from the Age of Realism through the 20th century.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 340 BRITISH LITERATURE I**

A survey of major British authors up to and including the Renaissance.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 341                    BRITISH LITERATURE II**

A survey of major British authors after the Renaissance and through the 20th Century.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 350                    INTRODUCTION TO GENDER AND MULTICULTURALISM IN LITERATURE**

This course is an analysis and appreciation of writings from a variety of diverse global groups with an emphasis on the uniqueness and nuances of culture and identity, the individual, and an acknowledgement and recognition of differences among these various groups. It will also examine the development of gender formation and sexual identity as a social, political and historical construct and its representation in multicultural literature.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 420                    TOPICS IN LITERATURE**

An advanced study of selected themes, genres and authors.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 470                    WRITING THE MAJOR THESIS**

This is an upper-division writing workshop in which students receive instruction and feedback in writing as well as reinforcement of writing skills. Taught by an English professor, the course allows students to develop writing projects for assignments in their major program and to receive guidance on these projects from the planning stages through completion. Input from faculty members in the student's major program is encouraged.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENG 497                    INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 130                    HUMAN ENVIRONMENT INTERACTIONS**

This course introduces students to the study of human-environment interactions from an anthropological perspective. The course begins with defining the ecosystem and how humans and the actions of humans are part of that ecosystem; creating a human-environment interface. The relationship between humans and the natural world will be explored, particularly the historical relationship between human and non-human animal species. By examining case studies, this course will examine environmental issues in a variety of geographic contexts (developed and developing countries) and the connections between environmental problems in different locations. Students will explore the fundamentals of environmental science, anthropology, economics, and cultural ecology as they relate to the interface between humans and their environment.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 250                    ENVIRONMENTAL RISK AND PUBLIC HEALTH**

This course will expose students to critical issues in global health, emphasizing an interdisciplinary approach to investigating global health problems. The concepts and issues of global health will be considered as well as emerging issues and future concerns. Selected critical global topics include the following: environmental health, chronic diseases, infectious diseases, nutrition, mental health, as well as common prevention and adaptation strategies employed worldwide. Assessment covers the principles and methods used in evaluating human health risks from environmental hazards, including quantitative and qualitative aspects of hazard identification, dose-response assessment, exposure assessment, and risk characterization.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 310                    ENVIRONMENTAL LAW**

What are the legal mechanisms that affect the human-environment nexus and how do they work? This course begins by considering the historical development of environmental values, policies, and legal frameworks including a discussion of legal theory, economics and the environment, common law roots, various governance structures including approaches to federalism, and environmental justice. Such issues, associated laws and their consequences will be examined in a comparative manner; the U.S., other countries, regional and global contexts will be explicitly included. Case law, major statutes and customary law will inform discussions.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 320 ENVIRONMENTAL ETHICS**

This course addresses a variety of theoretical positions and applied topics in environmental ethics from both traditional and nontraditional perspectives. The positions include: traditional ethics concerning the environment that do not constitute an environmental ethic (or, ethic of the environment); utilitarian and rights-based animal welfarism; an ethics of respect; Leopold's Land Ethic, environmental pragmatism; continental environmental ethics; deep ecology; ecofeminist ethics; Black and Third World feminist positions on environmental ethics; and, indigenous and earth-based community perspectives in environmental ethics. The course will also consider the viability of these theoretical positions in applied, real-life contexts by considering such topics as: their implications for public policy; environmental ethics and environmentalism as a social justice movement, human overpopulation; pollution; globalization; colonialization; and grassroots activism. The ultimate objective is for each student to develop their own conceptually deep, theoretically grounded, and concrete environmental ethic.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 330 WILDLIFE CONSERVATION**

This course's central focus is an examination of conservation issues facing various species and an assessment of possible solutions. The course will look at both successful and unsuccessful conservation strategies in local, regional and global contexts and will appraise current initiatives to predict the success or failure of these projects. Dynamics to be considered include habitat loss due to human encroachment, biodiversity, contamination and the impact of climate change. Students will choose a predicament presently facing an animal species and draw up their own conservation strategy to confront the problem.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 340 ENVIRONMENTAL STATISTICS**

Environmental Statistics is meant to give students an introduction to the methods of analyzing and quantifying environmental data. Students will examine how to perform basic statistical tests on data sets relevant to environmental research. In addition, students will examine how this data is utilized in the field and will be able to identify its application in the current literature. Students will also have the opportunity to explore international databases of ecological data and understand their application.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 368 PHYSICAL ANTHROPOLOGY**

This course is an exploration of the human species and primate order in the biological context. The course will clearly define the field of physical anthropology and its relationship with the other fields of anthropology. Topics include human evolution, genetics, human variation, neural mechanisms and cognition, the biological basis of behavior, a non-human primate survey, non-human primate behavior, and functional morphology. Students will come away with an understanding of the human species place in the natural world.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 450 CAPSTONE IN ENVIRONMENTAL STUDIES**

A seminar required of all majors in Interdisciplinary Environmental Studies during their senior year that will provide an integrative experience in which students will conduct an individual or group research project under the close supervision of the course instructor as well as those teaching in the major. The research goal is to study an environmental problem(s) which is/are local or global in nature and develop a practical solution to said problem.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ENV 490 SEMINAR IN ENVIRONMENTAL STUDIES**

This seminar course in Environmental Studies is a topic based course designed to expose students to a specific subject area within the field of Environmental Science. This course allows students to fully explore the intricate facets of the seminar topic, and develop a comprehensive understanding of the subject matter.

**Credits:** 3  
**Offered:** Fall or Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 100 PROACTIVE BEHAVIOR STRATEGIES FOR STUDENTS WITH DISABILITIES**

This online course is intended to assist both general education and special education teachers with classroom management strategies that will create a proactive and effective classroom climate for both students with and without disabilities. Participants will develop a bank of strategies for future implementation within their own classrooms.

**Credits:** 1  
**Offered:** Online  
**Fee:** \$100  
**Pre-Reqs:** Non-Matriculating; FLDOE Teacher Recertification Requirement



**ESE 101                    AUTISM: VISUALS FOR INSTRUCTION**

This online course will focus on using visuals to enhance instruction for students with autism. Participants will understand the link between student behavior, communication, and the use of visual strategies in any classroom setting. Participants will create visuals to enrich the environment, promote communication opportunities, and improve understanding.

**Credits:** 1  
**Offered:** Online  
**Fee:** \$100  
**Pre-Reqs:** Non-Matriculating; FLDOE Teacher Recertification Requirement

**ESE 102                    ASD SUPPORT IN SECONDARY CLASSROOMS**

This online course will focus on supporting students with Asperger's and High Functioning Autism within secondary general education classroom settings. Participants will explore the "hidden curriculum", various differentiation methods, visual strategies and behavioral intervention techniques specific to the needs of ASD.

**Credits:** 1  
**Offered:** Online  
**Fee:** \$100  
**Pre-Reqs:** Non-Matriculating; FLDOE Teacher Recertification Requirement

**ESE 103                    INSTRUCTIONAL LEADERSHIP FOR SPECIAL EDUCATION**

This online course will enhance instructional leaders' capacity to provide SWD the appropriate access to the general education curriculum in the least restrictive environment with the appropriate supports for each. Leadership role definition learn how to develop flexible schedules, monitor implementation of accommodations and modification, progress monitor academic achievement of SWD and provide a culture of success driven instruction.

**Credits:** 1  
**Offered:** Online  
**Fee:** \$100  
**Pre-Reqs:** Non-Matriculating; FLDOE Teacher Recertification Requirement

**ESE 104                    TECHNOLOGY FOR ACCESS AND INSTRUCTION**

This online course will expand teacher capacity to integrate instructional technology into classroom daily lessons and activities. Participants will examine and become familiar with several instructional technologies that are designed to support SWD in gaining access to engaging in the general education curriculum along with the FL standards. Opportunities to practice and reflect on venues for the inclusive classroom.

**Credits:** 1  
**Offered:** Online  
**Fee:** \$100  
**Pre-Reqs:** Non-Matriculating; FLDOE Teacher Recertification Requirement

**ESE 105                    INTRODUCTION TO SPECIAL EDUCATION**

This course explores current knowledge about young children with disabilities within the context of human growth and development and learning expectations during the preschool years. Includes historical factors and legislation affecting service delivery.

**Credits:** 3  
**Offered:** Fall and Spring  
**Fee:** None  
**Pre-Reqs:** None

**ESE 251                    EXCEPTIONAL PEOPLE**

An introduction to persons with disabilities and other persons considered to be diverse within society, the school and the community. Students will explore causes of disabilities and services available for these individuals.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 275                    INCLUSIVE EDUCATION**

Review of research based information on the identification and remediation of exceptional students in the general education classroom. Development of practical evidence based teaching strategies general educators need to respond effectively to exceptional students in general education classroom settings. Various teaching strategies including learning strategies, universal design, direct instruction, cooperative learning, and peer tutoring as well as how to make appropriate accommodations and modifications will be examined. Five hours of field observations required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 460                    CHILDREN AT RISK**

A study of research-based information of the identification, resources and effective instructional practices for all children with special needs who are at risk of academic failure from age three through grade three. Procedures and intervention approaches for appropriate and effective family support are discussed.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 500 FOUNDATIONS OF EXCEPTIONAL STUDENT EDUCATION**

An exploration and analysis of exceptional student education with a focus on government policy, particularly IDEIA 2004 and the ADA; topics contributing to the history of special education; legal and ethical issues in exceptional student education; and major theories associated with educating students with mild moderate and severe disabilities. A minimum of 10 hours of field experience required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 503 SPEECH LANGUAGE NEEDS FOR SWD**

Gives a general overview of speech-language pathology, including incidence of communicative disorders, normal speech and language development and disorders. Principles of assessment of language disorders in preschool, school-age, and adolescent populations. Provides exposure to the area of augmentative/alternative communication (AAC). Topics will include functional dimensions of AAC systems; symbol systems; transmission techniques; and intervention strategies. A Field Observation experience of 10 hours is required here. This course completes the accreditation requirements for FLDOE approval. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 505 ASSESSMENT OF EXCEPTIONAL STUDENTS**

The purpose of this course is to offer an advance set of skills in assessment as it applies to the characteristics and needs of the students with disabilities. The course will emphasize the basic considerations of assessment and measurement, as well as the actual assessment instruments, techniques and decisions which lead to appropriate educational programming for students with disabilities and emphasis on ASD. Both in the general education and special education classrooms. The course will also examine the use of informal methods used in special education classrooms; portfolio assessment, authentic assessment, observation, anecdotal and various recording methods will also be covered. A minimum of 10 hours of field experience required. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 510 LITERACY FOR STUDENTS WITH DISABILITIES**

This course presents the fundamentals of reading theory, instruction and assessment. Teaching strategies based on current special education methods and materials will be presented. Emphasis is placed on the development and utilization of a broad spectrum of pedagogical methodologies designed to foster reading literacy. Diagnostic, prescriptive and evaluative techniques appropriate to the child with disabilities are addressed. Critical assessment of commercial reading and other language arts programs/materials is included. A minimum of 10 hours of field experience required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 515 INSTRUCTIONAL METHODS IN CONTENT AREAS**

An in-depth study of the characteristics and needs of students with disabilities along with the use of various evidence based teaching strategies and individual instructional methods such as differentiated instruction, and understanding by design. The course will examine the use of various learning strategies and inclusive practices for students with disabilities across content areas. A minimum of 10 hours of field experience required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 520 CLASSROOM BEHAVIOR MANAGEMENT**

This course provides students with the fundamental principles of behavior management and application of these principles to solving classroom management problems. In addition, there will be specific focus on current practice and research on the evaluation and treatment services for students with disabilities. It is intended for behavior management and positive behavior supports for students with autism. A minimum of 10 hours of field experience required. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 521 SURVEY OF LEARNING DISABILITIES**

This course provides a historical overview of services, assessment, theories of intervention strategies and classroom models for children with specific learning disorders. The etiology of learning disabilities and its prolific growth will be presented as well as what schools and teachers must do to accommodate these learners, including the RTI process. This course will also examine national organizations, definitions, discrepancy of potential and achievement and other identification issues for these learners. Minimum of 10 hours field experience required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 525                    TRANSITION PLANNING FOR STUDENTS WITH DISABILITIES**

Comprehensive guide to collegiate, counseling, residential, social and vocational programs, and serving adolescents and young adults with disabilities. This course presents information to enable students to plan, implement, and evaluate programs for adolescents and young adults with disabilities so that they can lead a satisfactory and successful adult life. Principles in this course can be applied to the secondary school, residential, social and vocational, and counseling-based programs where students with disabilities are served. A minimum of 10 hours of field experience required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 530                    TECHNOLOGY AND EXCEPTIONAL STUDENTS**

A practical course that builds on basic computer knowledge to increase teacher skill and student learning through technology supports. The course will focus on adaptations and modifications of technology (hardware and software) effective for students with disabilities. Application of email and web resources for instructing students with disabilities will be explored. Emphasis will be placed on technology for use with students with ASD. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 531                    INTRODUCTION TO AUTISM SPECTRUM DISORDERS AND THE NEEDS OF FAMILIES**

This course to meets the requirements for the endorsement competencies for the nature of autism spectrum disorders (including student characteristics, appropriate learning goals, teaching approaches, environmental arrangements) and the field-based experience requirement with students with Autism Spectrum Disorders (ASD). The course will provide participants with a framework for understanding the definition and history of autism (prevalence/incidence). The medical and educational knowledge of treatment efforts to promote the appropriate education strategies and services for students with ASD will be discussed. The course will also focus on the evidence-based instructional strategies and classroom organization along with social and communication needs of children with ASD and their families. A minimum of 10 hours of field experience required. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 540                    GRADUATE CAPSTONE RESEARCH PROJECT**

The capstone is an action research project that is student-centered, student-directed and requires the command, analysis and of synthesis, knowledge and skills. Students will complete an individual action research project with supervision during their Practicum placement related to students with disabilities and a problem identified in the practicum classroom setting. Offered: This course will be aligned with the ESE 580 Practicum Course when offered.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 541                    PRINCIPLES OF APPLIED BEHAVIORAL ANALYSIS**

This course will focus on definitions, characteristics, principles, processes and concepts related to behavior analysis as well as introducing behavior change procedures and systems support, as well as functional behavior assessments and behavior intervention plans. Ten hours of field experience required. This course is considered for ASD endorsement.

**Credits:** 3  
**Offered:** Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 580                    GRADUATE PRACTICUM IN EXCEPTIONAL STUDENT EDUCATION**

The graduate practicum in ESE is designed to give graduate students the opportunity to gain a supervised teaching experience prior to their student teaching experience. During this experience, the students will practice and be evaluated on their ability to demonstrate beginning level teaching skills. A minimum of 70 hours of field experience required. This course will be aligned with the ESE 540 graduate Capstone Research Project.

**Credits:** 3  
**Offered:** Spring, Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESE 581                    STUDENT TEACHING IN EXCEPTIONAL STUDENT EDUCATION**

This course provides the opportunity for independent practice teaching in a diverse classroom in order to utilize the knowledge, attitudes, and skills necessary to demonstrate competency in the Florida Educator Accomplished Practices. Besides attending their assigned placements, student teachers are also required to participate in bi-weekly seminars designed to assist in transferring the knowledge and skills learned in the university classroom and during field placements. A minimum of 525 hours of field experience required.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESL 300 SECOND LANGUAGE AND LITERACY DEVELOPMENT FOR ENGLISH LANGUAGE LEARNERS**

This course examines current linguistic theories and principles of second language acquisition and literacy development. It presents the application of best practices for the development of social and academic English recognizing the influence of culture to guide teachers in instructional practice with English language learners. Eight hours of field observation are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**ESL 310 SHELTERED CONTENT INSTRUCTION FOR ENGLISH LANGUAGE LEARNERS**

This course is a comprehensive overview of instructional methods and strategies for English language/literacy development and content instruction to English language learners enrolled in a various program models. The course is designed to help teachers make applications from research findings to practice in their classrooms with an understanding of culture and its relationship to academic achievement. Eight hours of field observation required.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** ESL 300

**ESL 330 CROSS CULTURAL COMMUNICATIONS**

This course is designed to provide students with a general understanding of the characteristics of individuals from diverse populations. This course identifies cultural issues related to communication, classroom interaction, academic content, as well as parental and community involvement. This course is designed to help provide background on the diversity of the nation's students, explore the social and educational issues faced by teachers in diverse classrooms, and guide teachers to think critically and reflectively about their decisions as a teacher in a multi-cultural educational classroom. Eight hours of field observations are required.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 130 INTRODUCTION TO FORENSIC SCIENCE**

An introduction to the uses and methods of forensic science. This course will examine the types of evidence that result from scientific analysis of a crime scene, the methods used to evaluate this evidence, the limits of these techniques, and the role of the forensic scientist in criminal investigation.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 220 COMPUTER FORENSICS**

Computers have become very important in forensic crime investigations, as they have in all other walks of life. Computers, and digital storage devices, can become involved in virtually every type of crime. This course teaches the identification, acquisition, preservation and analysis of digital data. Today, the typical PC is only part of an investigation that can include digital cameras, cell phones, iPads, and flash drives. Data recovered from deleted files may make a major contribution to the solution of a criminal investigation.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 230 CRIMINALISTICS & LAB**

This course is about how to handle crime scenes, from the initial notes of the first responders, to the final delivery and storage of the last piece of evidence at the forensic laboratory. Criminalistics focuses in detail on the processing of the crime scene itself. This includes the recognition of physical evidence, the documentation of it, the preservation of evidence, the process of individualization, the relationship of pieces of evidence to each other, and ultimately, the construction of hypotheses about what kind of human behavior would produce the specific array of evidence recovered.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**FOR 330 FINANCIAL INVESTIGATIONS**

Investigation of financial crime uses accounting, auditing, and often analytical skills as part of an ongoing criminal case. Some examples of financial crime investigation would be the examination of employee theft, embezzlement, securities fraud, insurance fraud, and illegal kickbacks and bribes. Forensic accountants may work for such entities as insurance companies, governmental organizations, law enforcement agencies, and banks. The final product of the financial investigation must be a presentation of the sometimes extremely complex financial evidence in a case, in a form that is comprehensible for the average juror in a court of law, and in keeping with legal concepts and procedures.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 340 TRACE EVIDENCE AND MICROSCOPY**

Trace evidence makes up much of the transfer evidence left behind by contact at a crime scene. The course instructs students in the analysis of trace evidence typically found in forensic investigations such as hair, fibers, gunshot residue, glass and paint. The course focuses on the use of the light microscope, polarized light microscope, color testing and infrared spectroscopy as analytical tools. Students will also receive instruction in instrumental and wet chemical methods for the analysis of trace evidence, inorganic ions, explosives and drugs.

**Credits:** 4  
**Offered:** As Needed  
**Fee:** None  
**Pre-Reqs:** SCI 130 and FOR 230

**FOR 350 FORENSIC MOLECULAR BIOLOGY**

This course will present current methods in body fluid stain identification and modern DNA typing methods used in forensic biology. The process of DNA analysis will be covered from obtaining a sample, extraction, and emphasis on PCR technology and STR fragment analysis. This course will also expose students to newer techniques such as mitochondrial DNA typing and Y-Chromosome typing. Students will also receive instruction, in the use and calculation of population statistics.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** SCI 110, 111 and 290.

**FOR 430 FORENSIC CHEMISTRY**

This course will present chemical principles as they are applied to forensic science specifically analytical chemistry. Topics will include analytical chemistry topics such as, data evaluation, quantitation, sampling and uncertainty of quantitative data.. This course instructs student in the chemical analysis of different type of forensic evidence typically found in forensic investigations such as controlled substances, fine debris, explosives, gunshot residue and paint. Students will receive instruction in instrumental methods of quantitation of such evidence.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** SCI 130 and 131

**FOR 440 FORENSIC PATHOLOGY**

This forensic pathology course is designed to introduce to students those aspects involved with the determination of the cause of death or injury to a victim. The course discusses the procedures necessary to identify the victim, and the mechanism and manner of death, from natural causes to accidental, suicide and homicide. It also discusses the collection and evaluation of biological evidence surrounding the death, including environmental and toxicological impacts. Finally, the course discusses the medico-legal responsibilities and expert testimony concerning the death.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** SCI 130

**FOR 450 FORENSIC CASE STUDIES**

This course will use selected case studies to explore the clinical aspects of psychological disorders as they relate to criminal behavior. By focusing on the issue s of sanity and competence, the course will take a practical approach to understanding psychological disorders and how they impact people in ways that lead to various kinds of criminal behavior. The course will also explore how the legal system attempts to process individuals with psychological disorders. Topics will include the implications for law enforcement in dealing with psychologically impaired criminals. The course will examine the current practice, techniques and applications of interviewing and interrogation in forensic settings. Students will learn current and relevant systemic influences for the solicitation of information which are the most accepted by the scientific and legal community. Ethical and reliability issues regarding torture and adverse conditioning factors will be explored. Specific areas to be covered include interpretation of verbal and physical behavior, causes of denial, deception and defensiveness as related to psychopathology, memory enhancement, recovered memory, psychological theoretical models of confession, false confessions, critical analysis of interrogator intuitive judgments and ethical considerations involved with interviewing and interrogation. Profiling will be discussed.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 490 SEMINAR IN FORENSIC SCIENCE**

This seminar course in Forensic Science is a topic based course designed to expose students to a specific subject area within the field of Forensic Science. This course allows the student to fully explore the intricate facets of the seminar topic, and develop a comprehensive understanding of the subject matter.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**FOR 495 CAPSTONE IN FORENSIC SCIENCE**

In this course, the students, in small groups, will create and solve a crime of their own choosing. They should bring in as much of their acquired skills and knowledge as possible, including all the basics of crime scene search, analysis, preservation and processing. They should move on to demonstrate more advanced investigative techniques, such as forensic psychology, forensic chemistry, computer forensics, forensic pathology, forensic anthropology, and forensic accounting. The culmination of the course will be the "courtroom" presentation of their evidence, revealing constructions of guilt or innocence.

**Credits:** 3  
**Offered:** Spring

**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 122 DRAWING AND DESIGN**

This introductory course offers students the opportunity to build a foundation in basic drawing and design. Assigned projects will explore the application of drawing and design principles and visual elements such as line, form, texture and value. Emphasis will be placed on the creation of conceptual and aesthetic compositions.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 165 DIGITAL PHOTOGRAPHY**

This course is an introduction to digital photography. A combination of lectures/discussions, demonstrations, photographic and editing assignments and critiques are used to discuss photography fundamentals such as proper use of digital camera equipment, composition, digital image enhancement and high-resolution printing.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 220 DIGITAL LAYOUT AND DESIGN**

This course provides an overview of visual design practices that integrate design principles, digital photography, typography and graphics in preparation for use in print and web publications such as flyers, brochures, posters, magazines and web pages.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 235 WEB DESIGN**

This course is an introduction to the publishing and development of websites. Lectures and demonstrations are used to discuss web design fundamentals. Students have the opportunity to design and code web templates; develop web pages, image galleries and navigation menus using industry standard software.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 330 GRAPHICS II**

Intermediate study of the materials and methods of graphic design.

**Credits:** 3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** GVC 230

**GVC 340 DIGITAL ILLUSTRATION**

This course focuses on the use of computer-based drawing tools and vector-based graphics. Through a combination of lectures, demonstrations, assignments and critiques, students conceptualize and create digital illustrations that can be incorporated into a wide variety of media formats. Course content focuses on design, layout, typography, color theory and project preparation for print and Internet-delivered publications.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** GVC 120 OR GVC 122

**GVC 342 APPLIED PHOTOGRAPHY**

This course covers all digital components of the applied formats of photography. Students photograph and design layouts for magazines – both print and Internet-based – including cover designs. There is an emphasis on shooting photos for product design, fashion photo-shoots and a variety of sports-related still and video photography. Students apply industry-standard practices and protocols associated with online and print-related shoots.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** GVC 165

**GVC 350 ADVERTISING, DESIGN AND PRODUCTION**

This course concentrates on “real world” applications of design, principles and thought. Students study the management of projects for commercial printing and electronic applications. Time is given to improvement of ads through verbal direction as well as the design and production components. Effective interactions with classmates are developed and employed as a resource in the conceptual and technical processes.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** None



**GVC 360                    DIGITAL IMAGING**

This course focuses on the use of industry-standard digital image manipulation software and its application in visual communication. Through a series of assignments, students have the opportunity to learn key digital image manipulation tools and techniques such as making selections, blending of layers, color correction and masking. Emphasis is placed on the use of scanners, drawing tablets and digital cameras as tools to create visual content for a wide variety of media.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 365                    COLOR PHOTOGRAPHY**

Advanced study in the use of color in photography. Coordinated work with certain other art and fashion classes is required.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** GVC 165

**GVC 375                    HISTORY OF PHOTOGRAPHY**

A chronological survey of photography from the early technical developments to contemporary digital imaging with emphasis on conceptual and thematic aspects, as well as the impact on society.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 380                    THREE-DIMENSIONAL DESIGN**

Development of traditional and digital skills for creating three-dimensional, conceptual and presentation models of products, furniture and buildings using standard and 3D printing formats.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 390                    TYPOGRAPHY**

Typographical forms are studied as both visual and verbal means of communication.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$40  
**Pre-Reqs:** GVC 330

**GVC 395                    VISUAL COMMUNICATION THEORY**

This course explores the language of visual communication and theories of perception and attention as applied to print and electronic forms.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 399                    ISSUES IN GRAPHIC AND VISUAL COMMUNICATION**

A seminar with variable topics, dealing with issues in graphic and visual communication, such as: motion graphics, senior design studio, advanced computer graphics, computer animation, etc.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 405                    DIGITAL COMPOSITING**

This course is a project-based course exploring technique and aesthetic issues in the production of time-based imagery. Students use layer-based compositing software to combine a wide range of visual elements from various media formats such as digital video, animation and still imagery.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** GVC 360

**GVC 430                    GRAPHICS PRACTICUM**

Students complete individual projects in advertising and graphic design; the instructor acts as client and critic. Students' progress from proposal and contract to final presentation.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$40  
**Pre-Reqs:** Permission of instructor

**GVC 442                    ADVANCED DIGITAL ART**

This course offers students the opportunity to explore the dynamic field of digital media through discussion of current issues, research and trends in digital art and design. Working with the instructor, each student focuses on career-related media and/or commercial practice.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** \$40  
**Pre-Reqs:** Senior standing or permission of the instructor

**GVC 455                    ADVANCED PHOTOGRAPHY**

Advanced study of photography as an art form; includes use of color in photography, experimentation in composition and techniques in large format printing.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** \$40  
**Pre-Reqs:** GVC 165

**GVC 493                    PROFESSIONAL PRACTICES**

This course addresses the transition from student study to the professions of graphic design, photography and computer animation. Working in small groups, students design, prepare and present portfolios and resumes.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** 75 credits completed

**GVC 498                    INDEPENDENT STUDY IN GRAPHIC AND VISUAL COMMUNICATION**

Opportunity for students to study areas of special interest in graphic and visual communication. Student registration dependent on approval of a written course proposal.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college dean

**GVC 521                    UNDERSTANDING OBJECT-ORIENTED PROGRAMMING (OOP) – WYNCODE**

This course focuses on Object-Oriented Coding (OOP) and introduces students to a programming paradigm based on the concept of “objects” that have data fields, or attributes that describe them. Students familiarize themselves with this paradigm and its associated procedures or methods.

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 522                    FRONT END WEB DEVELOPMENT – WYNCODE**

This course focuses on the front end of web development, or what users see when they access a website. Students study static websites, focusing on Hyper Text Markup Language (HTML) and Cascading Style Sheets (CSS). Dynamic technologies like JavaScript, jQuery and AJAX are introduced.

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 523                    UNDERSTANDING DATABASES – WYNCODE**

This course introduces students to the database portion of web application. Concepts covered include: Database and Structured Query Language (SQL); Representational State Transfer (REST); and miscellaneous rails features such as advanced forms, pagination and file uploads.

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 524                    DYNAMIC WEB DEVELOPMENT – WYNCODE**

In this course students work on dynamic websites using Ruby and Rails while studying the model, view, controller (MVC) framework with a focus on models. At the end of the course students create a Ruby on Rails application, following specific user stories that demonstrate the application of MVC.

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 526 PROJECT AND PRODUCTION MANAGEMENT – WYNCODE**

Students create a bed application for their final project and pitch it in front of an audience. The course focuses on agile project management, an interactive and incremental method of managing the design and build activities for software development projects in a highly flexible and interactive manner. Students study lean software development (LSD), applying lean manufacturing and lean information technology principles and practices to software development.

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 527 RUBY ON RAILS – WYNCODE**

This capstone course at Wyncode Academy covers topics customized according to the needs of students to implement advanced projects and portfolios. Examples of topics that will be covered include: Async/message-passing systems (Resque or Sidekiq); Big data and machine learning; JavaScript single-page apps (SPAs); and NoSQL

**Credits:** 1.5  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**GVC 530 AESTHETICS OF DIGITAL PHOTOGRAPHY**

Providing an examination of photographic aesthetics, illustrative tenets, professional practices, photojournalism and the potential of visual storytelling, this course is a study of contemporary issues in digital photography. Students study sophisticated digital image manipulation, digital camera use, studio and natural lighting and visual interpretation. Aesthetic theories are examined and applied to the photographic process.

**Credits:** 3  
**Offered:** Fall I  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 535 DRAWING AND DESIGN THEORY AND PRACTICE**

A comprehensive study of traditional and contemporary drawing and design techniques, using conventional materials and digital drawing technology to advance an understanding of visual imagery. The course explores advanced aesthetics and conceptual approaches in contemporary drawing and design practices. Students are encouraged to master technical skills to create visual imagery as a form of expression and visual storytelling.

**Credits:** 3  
**Offered:** Fall II  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 570 DIGITAL STORYTELLING**

Tracking a fictitious or documentary digital production from the stages of preproduction through post-production editing, this course constitutes a thorough examination of the history, role and working practice of documentary, narrative or abstract digital filmmaking. By preparing scripts and filming and editing footage, students study and practice storytelling techniques derived from visual theory. Their individual or collaborative projects illustrate the impact of digital filmmaking on storytelling.

**Credits:** 3  
**Offered:** Spring I  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 575 IMAGEMAKING AS EXPRESSION**

This course examines the theory and practice of graphic design to create visual imagery as a form of expression. Students study aesthetics, formal elements, and stylization as applied to an array of media, whether digital, traditional or hybrid. Whether in two or three dimensions, emphasis is placed on digital design, although the use of conventional conceptual approaches and media is also encouraged. The expressivity of image making is explored through individual or collaborative projects spanning media, styles and subject matter. Prior design or drawing experience not required.

**Credits:** 3  
**Offered:** Spring II  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 580 ANIMATION AND MOTION GRAPHICS**

Exploring traditional, experimental and digital animation as well as developing motion graphics techniques and styles, this course examines the history and methodologies of past and contemporary animators. Students have an opportunity to learn to integrate and manipulate typography, temporal, compositional, chromatic and formal elements as well as audio across a nonlinear timeline to generate content for video, interactive installations or websites.

**Credits:** 3  
**Offered:** Summer I  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**GVC 585                    AESTHETICS AND PRACTICE OF 3D ANIMATION**

Beginning with the fundamentals of three-dimensional modeling and animation, this course seeks to broaden students' understanding of the theories and practice of digital animation and design. Students study modeling, animation, texturing, lighting, rendering, rigging and dynamics, gaining familiarity with an animation production pipeline. Through exposure to all relevant facets of 3D animation with industry-standard software, students will be provided with a base foundation and grasp of aesthetics from which to generate and animate original content. Prior experience with Autodesk Maya not required.

**Credits:** 3  
**Offered:** Summer II  
**Lab Fee:** \$40  
**Pre-Reqs:** None

**HA 100                    INTRODUCTION TO HOSPITALITY AND TOURISM**

Covers the growth and progress of the hospitality industry and how hospitality and tourism businesses are organized, financed and operated. The industry's opportunities and future trends are stressed.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 110                    INTRODUCTION TO EVENT MANAGEMENT**

An introductory investigation of the logistics and managerial considerations involved with the event industry. Studies are focused on planning, executing and analyzing the success of events.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 261                    FOOD SERVICE OPERATIONS**

Dining room service, management, menu planning, design, and beverage management systems will be covered in this course. The areas of selection, procurement, receiving, storage, controlling, preparation, and service will be taught for different types of food service operations. Uniform included in lab fee.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** \$200  
**Pre-Reqs:** None

**HA 290                    HOSPITALITY INTERNSHIP**

Includes 50 hours per credit of field work in the hospitality industry. The field experience will be accompanied by reports, journals and faculty conferences.

**Credits:** 1-9  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college internship director, 2.5 cumulative GPA in major and/or departmental approval.

**HA 337                    ROOMS DIVISION MANAGEMENT**

A study of rooms division procedures, operations and management including identification and duties of the rooms division staff, guest relations, front office salesmanship, rooming procedures, housekeeping, security and night audit procedures. Case studies will be used throughout the course.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 348                    FOOD AND BEVERAGE COST CONTROLS**

This course will include a thorough analysis of food, beverage and labor cost control techniques from a management perspective.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 349                    FOOD AND BEVERAGE MANAGEMENT**

Food and beverage management will be explained through the following areas: dining room management, beverage management, storeroom management, nutritional analysis and menu planning.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 370                    GROUP AND CONVENTION MANAGEMENT**

This course defines the scope and various segments of the convention market. It explains what is required to meet the individual needs of patrons and explore methods and techniques that lend to the development and implementations of more competitive service.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 396                    CURRICULAR PRACICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 400                    CURRENT ISSUES IN HOSPITALITY MANAGEMENT**

The hospitality industry is constantly changing due to new avenues for its expansion and management. The purpose of this course is to select current issues that are not covered in existing courses and expose the students to recent developments and future research in the hospitality industry.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 401                    CURRENT ISSUES IN EVENT MANAGEMENT**

The event industry is constantly changing due to new avenues for its expansion and management. The purpose of this course is to select current issues that are not covered in existing courses and expose the students to recent developments and future research in the hospitality industry.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 481                    SENIOR SEMINAR**

This capstone course will include current issues in personal and professional development for the hospitality manager. Topics include ethics, change management, sustainability and strategic management. Additionally, a capstone project will be completed. Prerequisite: Senior standing or consent of instructor. Offered: Fall, Spring.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 490                    HOSPITALITY INTERNSHIP**

Includes 50 hours per credit of field work in the hospitality industry. The field experience will be accompanied by readings, reports, journals and faculty conferences.

**Credits:** 1-9  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college internship liaison, 2.5 cumulative GPA in major and/or departmental approval.

**HA 525                    FOOD SERVICE ADMINISTRATION**

Food service systems and operations. Controls and financial management of efficient food service operations.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 530                    RESORT DEVELOPMENT AND MANAGEMENT**

Principles of resort management with particular reference to the social, economic and environmental issues involved in resort development and management.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 570 HUMAN RESOURCE MANAGEMENT AND LABOR RELATIONS**

Comprehensive overview of personnel practices and labor relations including human resource planning, ADA, staffing, performance appraisal, leadership studies, labor-management relations and collective bargaining. Leadership studies are highlighted.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 575 SERVICE MANAGEMENT**

An integrated approach to the marketing, operational and human aspects of managing a service business. Case studies of service businesses provide the major focus for service management analysis.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**HA 596 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 113 20TH CENTURY WORLD**

An examination of significant trends and events from 1930 to the present using comparative perspectives.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 221 AMERICAN HISTORY I**

A general examination of the social, political, cultural, and economic history of the United States from the "New World" to the Civil War.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 222 AMERICAN HISTORY II**

A general examination of the social, political, cultural, economic and international events influencing the United States from the Civil War to World War II.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 225 UNITED STATES GOVERNMENT**

An examination of the U.S. Constitution; foundations of political power; national parties; the executive, legislative and judicial functions; and the impact of government policies on national and international issues.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 230 SOCIAL AND POLITICAL HISTORY OF THE UNITED STATES**

A topical approach to key political and social events that have an impact on American culture.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 332 HISTORY OF AMERICAN CAPITALISM**

This course is a survey of the development of American business from colonial times to the present. The course will investigate the evolution of modern managerial capitalism and study some of the people who created it, organized it and then made it work. In addition, this course will explore the history of managerial behavior and ethics in American business.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 360 THE AMERICAN EXPERIENCE THROUGH FILM**

Historical and contemporary America as viewed by the American film industry using various perspectives across disciplines such as: social and behavioral sciences, science and technologies, film, and humanities.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HIS 482 HISTORY SEMINAR**

A series of analyses and discussions of contemporary problems in political science. Individual student research and reports are required.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Senior Standing

**HIS 497 INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 101 ART APPRECIATION**

This course will concentrate on specific works of art, which are expressions of the cultural values held by people from nations around the world. While the focus of the course is on artistic monuments and works, they cannot be thoroughly comprehended without including material about the historical events, philosophy and intellectual ideas that inspired these works. The goal of this course is to enable students to increase their awareness through the study of art of the rich and vast numbers of cultures that have and currently make up our global world. It also will show how these cultures have interacted and contributed to the development of human civilization.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 107 WORLD PHILOSOPHY**

This course introduces students to philosophical thinking by exposing them to the basic human questions that characterize the philosophy of all cultures. Emphasizing the relevance of philosophy to everyday life in many non-Western societies, students will read works of Buddhist, Taoist, African, Latin American and Middle Eastern origin, and consider a variety of perspectives, including the voices of women, indigenous people and philosophical fiction. Works will be placed in historical, cultural and geographic context to reveal how much of what is known about these cultures is governed by stereotypes and misleading distortions. Classic themes of the Western philosophical tradition will be addressed, while stressing the universality of the search for meaning in life that drives all philosophical reflection.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 301 CREATIVE THINKING**

This course examines the nature of human creativity. Through readings of creative thinkers from diverse fields such as mathematics, music, science, poetry and art reflecting on their own creativity, students will study what makes creative individuals creative. Their insights into the process of creative thinking will provide a window into students' own minds, as they reflect on such issues as the nature of the creative process, where ideas come from, the role of dreams and the unconscious in creativity, the relation of creative individuals to society, and the idea of personal identity and style.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Junior or Senior standing

**HUM 335 WORLD RELIGIONS**

A comparative study of the great religious traditions of the world which seeks to understand their place in history and their impact on the world today. Hinduism, Buddhism, Christianity, Islam, Taoism, Native American and African traditions will be discussed. The course will approach these traditions as living. It will invite students to enter into dialogue with them, observe them in their unique cultural contexts, and ultimately to learn how they enrich and challenge our lives.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None



**HUM 340                    PHILOSOPHY AND POPULAR CULTURE**

This course is designed to teach students that there is more to philosophy than the study of dusty, old philosophical texts. Philosophy is about life—about living an examined life and adopting a critical, reflective stance toward one's social and cultural environment. Rather than simply learn about philosophy and philosophers, in this class students will learn to think philosophically themselves by reflecting on the ideas that exist within familiar forms of contemporary culture, including films, television, music, art and politics. Students will read contemporary thinkers writing about the philosophy behind recent films, rap music and hip-hop culture, MTV and the cult of personality, pop art and the leveling of the divide between mass culture and avant-garde art, and the role of today's youth in politics. After reading contemporary articles on each of these topics, students will view or listen to the films or music or art and undertake reflections of their own.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 350                    AMERICAN PHILOSOPHY**

This course explores the tradition of ideas in America. The focal point of the course will be America's most distinctive contribution to the tradition of philosophy, the philosophy of pragmatism. America's attempt to express itself philosophically assumed many forms. Sources will be varied as students trace the development of common themes in the early religious thought of the Puritans, the American Enlightenment and the philosophy of the founding, Transcendentalism and the rise of democratic individuality, the abolitionist movement and women's rights and pragmatism itself.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Junior or Senior standing

**HUM 390                    LIBERAL ARTS INTERNSHIP**

Opportunity for Liberal Arts majors to gain on-the-job experience through an internship placement.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Advisor/Dean permission

**HUM 397                    INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 399                    COMMUNITY AWARENESS**

An integral part of a liberal arts education is to engender a sense of responsibility. The purpose of this course is to create such an opportunity through a pre-approved community service project.

**Credits:** 1-3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** Junior or Senior Standing

**HUM 411                    ART HISTORY: 1945 TO THE PRESENT**

From the development of Abstract Expressionism through Postmodernism.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 420                    ETHICAL DECISION MAKING**

This course explores modern issues in ethics in a global context. Students will be asked critically and creatively to think about contemporary ethical issues as they intersect a variety of areas of academic study. After a theoretical foundation, students will synthesize their knowledge of ethics with contemporary issues to analyze and critically assess the ethical concepts embedded in such issues. Students will be expected to relate course material to their personal lives, academic interests and the world in which they live; they will be encouraged to develop self-awareness as moral agents in their own day-to-day environments. Historical contexts will be used to establish philosophical perspectives in order to identify, analyze, and ultimately critique contemporary ethical issues—in particular, those issues which are relevant to the student's chosen career paths and areas of special research interest.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 490                    LIBERAL ARTS SEMINAR**

A capstone senior course.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**HUM 495, 496, 497      INTERNATIONAL STUDIES IN ART AND HUMANITIES**

International studies abroad in languages, arts and cultures of foreign nations and societies, stressing the unique experience of study in a foreign country and direct experience of another culture.

**Credits:** 3-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of advisor/dean

**IRPS 220      GLOBAL HUMAN RIGHTS**

Global Human Rights focuses on the political aspects of human rights in a number of contexts: theoretical/philosophical, legal and public policy. Various geographic regions are studied to highlight specific cases of human rights protection and violations. Both Western and non-Western perceptions of human rights form the context for exploring topics pertaining to natural rights, economic/social/cultural rights, civil/political rights, individual and collective rights and the debate between cultural relativism and universal human rights. This course also surveys, through the use of documentaries and movies, some of the most critical and controversial human rights (e.g. self-determination, genocide/ethnocide, women's and children's rights and labor rights) and the relevant mechanisms and institutions for the successful implementation of human rights norms, standards and practices.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 250      CONTEMPORARY GEOPOLITICAL AFFAIRS**

Contemporary Geopolitical Affairs introduces students to the interplay of geography with political and cultural dynamics. With an emphasis on current events, the course explores various issues relevant for each of the diverse regions and subregions of the world. Several related topics are considered, for example: the degree of unity or fragmentation within the region/subregion, the role of religion, economic dynamics and the nature of regional changes. The format of the course includes lectures, class discussions, interactive exercises and videos.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 310      INTERNATIONAL LAW**

This course explores the historical roots of international law, its various theoretical foundations and sources. Specific areas of law to be studied include human rights, law of the sea, environmental law, the use of force/warfare and international criminal law. Defining the legal concepts of sovereignty, intervention, jurisdiction, recognition and territoriality (among others) permits a thorough consideration of their theoretical and practical implications. An International Court of Justice simulation exercise provides the opportunity for students to "practice" international law. Course goals encompass skill set development including writing/editing, reading comprehension/ interpretation, critical thinking/analysis and oral presentation.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 320      LATIN AMERICAN HISTORY AND POLITICS**

Latin American History and Politics begins with an overview of the historical characteristics of the Caribbean, Central and South American regions. The course then examines political stability, democratization, development policies and the impact of civil-military relations. Consideration is given to the role of international organizations, regionalism and economic integration.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 325      INTERNATIONAL DIPLOMACY**

The evolution of modern diplomacy over the last two centuries will be examined. Changes in strategies, techniques and distinctions in diplomatic goals will be analyzed, particularly in terms of cultural, historical and national contexts.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 330      POLITICS OF DEVELOPMENT**

This course examines divergent explanations for development and underdevelopment. Emphasized are the concepts and theories that highlight the political process and political actors involved in the politics of development. Attention is given to the role of international political and economic organizations in the development process. Where appropriate, country studies are examined to illustrate theoretical dimensions.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 335 MIDDLE EAST HISTORY AND POLITICS**

This course surveys the political, historical and cultural dynamics of the Middle East primarily since the 1920s. Particular attention is given to the topics of armed conflict, political stability, governance, regionalism and current interstate relations. Topics addressed include the impact of personal leadership styles, the Israeli-Palestinian conflict and natural resource dilemmas relevant to regional affairs.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 360 POLITICS OF INDIGENOUS PEOPLES**

The Politics of Indigenous Peoples course concentrates on the interactions between indigenous and non-indigenous participants in global relations. Grounded in international/global relations theories, the course's underlying premise is that aboriginal/indigenous peoples are distinct communities which exercise some form of self-determination, sovereignty or autonomy. While referencing historical events, this course focuses on contemporary indigenous peoples' political activity primarily in regional and global contexts. Considerable attention is given to the mechanisms through which indigenous peoples pursue their physical and cultural survival, including their discourses with states, the United Nations, regional organizations such as the European Union and non-governmental organizations. Course goals encompass skill set development including writing/editing, reading comprehension/interpretation, critical thinking/analysis and problem-solving.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 380 THEORIES OF INTERNATIONAL RELATIONS**

This course examines a wide range of theories and perspectives which offer divergent explanations for the various situations and events in the global arena. In doing so, Theories of International Relations distinguishes between theory and ideology. Each of six theoretical perspectives—Idealism, Realism, Neo-Realism, Pluralism, Globalism and Feminism—are compared and contrasted in terms of their descriptive and prescriptive elements. Core concepts such as power, sovereignty, primary actors and interdependence form the basis of this comparison. In addition, the level of analysis relied on by each theory—individuals, sub-state units, states, regions or the world—is addressed in explaining global participants and their actions. Course goals encompass skill set development including writing/editing, reading comprehension/interpretation and critical thinking/analysis.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 397 INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 450 COMPARATIVE FOREIGN POLICY**

This course helps students acquire knowledge about theoretical and analytical structures for the comparative study of governments and their foreign policies. Comparative Foreign Policy takes a regional approach that highlights cultural, historical, economic and political features common to all or most of the states within a given geographic area. The course provides the basis for comparison of foreign policies between states and across regional boundaries. It documents the continuous transformation of actors and issues that comprise the ever-changing nature of foreign policy. How countries determine their foreign policies will be examined in depth. The following factors will be addressed: the end of the bipolar, superpower impasse generated by the Cold War; increased interdependence and globalization; ethnic tensions; and rising disparities and events post-September 11.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 471 THE AMERICAN PRESIDENCY**

Discussion of presidential power, functions, relationship with Congress, political party involvement, public personality, and leadership. Selected presidents are used as examples.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 475 CONTEMPORARY ISSUES IN INTERNATIONAL RELATIONS**

This course explores the complexities and relationships between a wide range of contemporary issues in international and global relations. Topics such as conflict resolution, human rights, terrorism, the environment and development are studied in the context of existing and recent events.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**IRPS 483 SENIOR SEMINAR IN INTERNATIONAL RELATIONS**

This is a capstone course primarily for International Relations majors. It brings together various topics from students' previous course work and examines compelling issues in the discipline in a rigorous manner. Students undertake a major thesis project.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** Senior standing and completion of 24 credit hours in International Relations courses or approval of the IR program coordinator.

**IRPS 490 SPECIAL TOPICS**

**Credits:** 1-9

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**IRPS 495 SPECIAL PROJECTS/INTERNSHIPS**

Offers opportunities for students to study abroad or pursue internships at other institutions in the public or private sectors. Special Projects/Internship is monitored by an International Relations faculty member or the internship director. Credits earned vary according to project/internship workload and duration.

**Credits:** 3-9

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** 2.5 cumulative GPA in major and/or departmental approval, completion of 12 credit hours in International Relations or Political Science courses and approval of the program coordinator.

**LAN 100 FRENCH I**

Beginning course in which listening, speaking, reading and writing will be introduced. Basic grammar and vocabulary. Supplemental audiovisual materials utilized.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**LAN 110 SPANISH I**

Beginning course in which listening, speaking, reading and writing will be introduced. Basic grammar and vocabulary. Supplemental audiovisual materials utilized.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** None

**LAN 202 FRENCH II**

Continuation of beginning course. Emphasizes grammatical structures and vocabulary building for practice in fluency.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** LAN 100 or placement exam

**LAN 212 SPANISH II**

Continuation of beginning course. Emphasizes grammatical structures and vocabulary building for practice in fluency.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** LAN 100 or placement exam

**LAN 303 FRENCH III**

Elementary French. Continuation of French II with emphasis on conversation, reading comprehension and composition.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** LAN 202 or placement exam

**LAN 312 SPANISH III**

Elementary Spanish. Continuation of Spanish II with emphasis on conversation, reading comprehension and composition.

**Credits:** 3

**Offered:** As Needed

**Lab Fee:** None

**Pre-Reqs:** LAN 212 or placement exam

**LAN 320 Cuentos Contemporarios (Contemporary Short Stories)**

This literature course focuses on reading and analysis of Spanish and Latin American contemporary short stories. Students develop an appreciation of critical thinking skills such as analysis, judgment and knowledge of the sociocultural aspect of Spain and Latin America.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** LAN 312, DELE initial, placement exam

**LAN 401 French IV**

Emphasis on fluency in both speaking and composition. Explores the history, geography and culture of the French-speaking countries. Business language is an integral part of this course.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** LAN 303, DELF B2 or placement exam

**LAN 410 Spanish IV**

Emphasis on fluency in both speaking and composition. Explores the history, geography and culture of the Spanish speaking countries. Business language is an integral part of this course.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** LAN 312 or placement exam

**LDR 397 Leadership Skills – Personal Development**

This course is designed to assist students at Lynn University - particularly student-athletes - in exploring and developing life skills for success in the classroom, in sport, and in life. Students will assess, analyze, and develop skills to enhance their personal development.

**Credits:** 1  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**LDR 398 Leadership Skills – Social Impact**

This course is designed to assist students in exploring and developing skills for success beyond their campus lives. Students will research the needs of the campus and community to build and sustain social impact organizations. This objective will be accomplished through volunteering time in service for others, as well as through creating and producing fundamental organizational documentation, practical skill building, facilitated peer feedback, networking, and reflection.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**LDR 498 Leadership Skills – Career Development**

This course is designed to assist students at Lynn University - particularly student-athletes - in exploring and developing life skills for success beyond their sport. Students will assess, analyze, and develop skills to develop their career path after graduation in a professional environment in either athletics or a corporate setting.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MAT 110 College Algebra**

Topics include linear and quadratic functions, polynomial functions, rational functions, exponential and logarithmic functions, systems of equations and inequalities, matrices and determinants.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MAT 320 Methods of Calculus**

This introduction to the methods and applications of differentiation and integration is designed primarily for business, biology and social science majors.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 503                    DESIGN THINKING AS A CHANGE AGENT – AMANI INSTITUTE**

Design Thinking as a Change Agent serves to introduce you to the unique philosophy, spirit, and methodologies of Design Thinking in the context of social innovation and brings together successful case studies and tools for application in the real world. The course is about design as a catalyst for social innovation. The student will acquire tools for creative problem solving and will create their own personal methodology.

**Credits:** 2  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 505                    INNER JOURNEY OF THE CHANGEMAKER – AMANI INSTITUTE**

The Inner Journey of the Change maker addresses the need for personal alignment, change and development when working in the social change or international development sector. We are exploring the “inner journey” a change maker must take to align your life and access your full potential, build resilience and communicate with others more effectively. As personal mastery is a life-long process, involving more than just the rational aspects of yourself, this course is designed to create room for reflection and exercises geared towards accessing the whole person and to build a basis for a continuous practice in your life. The course will include conceptual frameworks, open discussions, interactions with experts from the field, and many exercises.

**Credits:** 2  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 506                    THE PROCESS OF SOCIAL INNOVATION – AMANI INSTITUTE**

How does social innovation take place? How can you enable your team to understand the processes and activities that enable them to become skilled innovators on a regular basis?

Drawing from the study of innovation in the high tech sector, utilizing methodologies made popular by the Design Thinking approach to problem solving, and adding to that best practices from social entrepreneurship, the Amani Institute's Social Innovation Framework (ASIF) guides participants through the process of creating a new innovation for your organization, be it a new product, process or service. You can expect a challenging, hands-on, highly practical set of experiences and resources to take with you into your future as a societal innovator. You can also expect to build your team's collective capacity to design innovative solutions to business problems, both inside and outside the organization.

**Credits:** 2  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 507                    TECHNOLOGY SKILLS FOR SOCIAL CHANGE – AMANI INSTITUTE**

New technologies have fundamentally changed the way social change is carried out. NGOs, governments, civil societies, and companies alike are just beginning to understand the potential that these tools can have in addressing a range of social problems. This three-day module will explore some of the ways technology is being used to respond to crises, improve health care delivery, monitor elections, provide banking services, ensure effective governance, expand educational opportunities, and more. It will also address the key challenges these new tools present, such as lack of access, underdeveloped infrastructure, implementation issues, as well as obstacles for scale-up and evaluation. The course is designed for graduate students and working professionals to assist them in developing concrete strategies and technological skills to work amid this rapidly evolving landscape.

**Credits:** 1  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 508                    CREATING AND MANAGING A SOCIAL VENTURE – AMANI INSTITUTE**

This course will help you understand the role of social entrepreneurship---with its focus on innovative approaches to finding systemic solutions---in addressing social challenges. It will also help you understand the critical elements of successfully defining and running a social venture and provide practical ways of thinking about how to structure your business model to enable the change you are ultimately wishing to make.

**Credits:** 2  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 596                    CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training, which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 600 LEADERSHIP AND MANAGEMENT OF ORGANIZATIONS**

Introduces students to leading thinkers in business today and to influential theories and approaches to contemporary business issues. Organizational styles, innovation and change, globalization, and technology are among the issues analyzed to determine best practices for leaders and managers. Students will apply these ideas, theories and strategies to analyses of case studies and to examples from their own professional lives.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 605 MANAGING HUMAN RESOURCES**

A comprehensive study of human resource management in the corporate environment; special emphasis on topics encompassing planning, recruitment, training and development, appraising performance measures, incentive awards, employee benefits, safety and health and creating a high-performance work environment by a team of individuals.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 606 LABOR RELATIONS**

Addresses labor-management relations in managing human resources. Covers a wide range of issues such as labor law, employee and management rights and responsibilities, collective bargaining/negotiation, impasse resolution (mediation, fact finding, and arbitration), contract administration, employee disciplinary action, and grievance process management.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 607 BENEFITS AND COMPENSATION MANAGEMENT**

Covers the management of employee benefits, incentives, pay and compensation systems, insurance and occupational safety, law and regulations on employee benefits, retirement benefits, and alternative methods of employee reward systems.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 620 MARKETING MANAGEMENT IN A GLOBAL ECONOMY**

This course focuses on the major decisions that marketing managers and top management face in their efforts to mesh the objectives, core competencies and resources of an organization with the opportunities and threats in an increasingly global marketplace. Students apply marketing thinking to products and services for any profit or not-for-profit organization.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 625 INTEGRATED MARKETING COMMUNICATIONS**

Integration of every form of communication to deliver the same powerful message. Students use a customer-focused approach that combines the full range of information tools and points of contact to build customer loyalty. They also develop strategies for the allocation of communications resources.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** MBA 620

**MBA 626 CONSUMER NEUROSCIENCE AND BEHAVIOR**

An introduction to the multidisciplinary field of consumer neuroscience and neuromarketing. The course will cover the basic concepts of the human brain, the elements of the consumer mind as it engages in consumption behavior, current developments in consumer neuroscience research, how its data and insights can be applied in understanding social and organizational buying behavior, and how such information helps construct marketing strategies.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 628 SPECIAL TOPICS IN MARKETING**

Covers current or leading-edge topics in the marketing field. Topics may include brand asset management, new product development, marketing research, advertising management, business-to-business marketing or multicultural marketing.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** MBA 620



**MBA 637 RUBY ON RAILS - WYNCODE**

This final course at Wyncode Academy is dedicated to advance topics, with specific topics based on the need for student projects and portfolios. Examples of Topics that will be covered include: Async/message-passing systems (Resque or Sidekiq), Big data and machine learning, JavaScript single-page apps (SPAs), NoSQL.

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 638 UNDERSTANDING OBJECT - ORIENTATED PROGRAMMING (OOP) - WYNCODE**

Object oriented programming is a programming paradigm that represents the concept of “objects” that have data fields (attributes that describe an object) and associated procedures known as methods. In this course students will learn OOP, starting with variables. A variable is a storage location and an associated symbolic name. It contains some unknown, or unknown quantity or information, a value. The variable name is the usual way to reference the stored value; this separation of name and content allows the name to be used independently of the exact information it represents.

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 639 FRONT END WEB DEVELOPMENT - WYNCODE**

This course focuses on the front end of web development, which is what a user sees when they access a website. Students will learn about static websites as they focus on Hyper Text Markup Language (HTML) and Cascading Style Sheets (CSS). Dynamic technologies like JavaScript, jQuery and AJAX (an acronym for asynchronous Javascript and Extensible Markup Language) are introduced.

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 640 MANAGERIAL ACCOUNTING**

Accounting as a managerial tool for business strategy and implementation. Key topics include customer satisfaction, total value-chain analysis, continuous improvement, and planning and control techniques linked to key success factors.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 641 UNDERSTANDING DATABASES – WYNCODE**

This course introduces students to the database portion of web application. Important concepts covered include: Database and Structured Query Language (SQL), Active Record - Representational State Transfer (REST) - Misc. Rails features: Advanced Forms, Pagination, File Uploads

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 642 PROJECT AND PRODUCT MANAGEMENT - WYNCODE**

Students will be given their final project assignment, which is to create a web application and present (“pitch”) in front of a crowd at the end of the program. They will learn about agile project management, which is an iterative and incremental method of managing the design and build activities for software development projects in a highly flexible and interactive manner. Students will be introduced to lean software development (LSD). Lean Software Development (LSD) is a translation of lean manufacturing and lean information technology principles and practices to the software development domain. Adopted from the Toyota Production System, a pro-lean subculture is emerging from within the Agile community.

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 643 DYNAMIC WEB DEVELOPMENT - WYNCODE**

In this course students will work on Dynamic websites using Ruby on Rails. They will learn the MVC (model, view, controller) framework with a focus on Models. At the end of the course students will create a Ruby on Rails application, following specific user stories given to the student for applying the concepts of the MVC.

**Credits:** 1.5  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 645 FINANCIAL MANAGEMENT**

An analysis and comparison of the various techniques that aid in the decision-making process. Major themes stressed include shareholder wealth maximization, cash flow management, the international aspects of financial management and the standards of ethical behavior adopted by managers.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 646 MEASURING AND MANAGING VALUE**

Application of financial theory and models to valuing companies and investment projects. Topics include valuation techniques, forecasting and analysis of financial statements, estimation of incremental cash flows, determination of cost of capital, valuation of projects and companies, and valuation for mergers and acquisitions. Valuation techniques taught in this course include: Capital Asset Pricing Model (CAPM), Arbitrage Pricing Theory (APT), equity valuation models, discounted cash flow models and financial ration models. Also covered are strategies for WACC determination and global risk determination (Beta). Prerequisite: MBA 645.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** MBA 645

**MBA 647 PORTFOLIO MANAGEMENT AND ANALYSIS**

This course acquaints students with modern practices of valuing financial securities and managing investment portfolios. Topics include: securities and capital markets, portfolio optimization methods, asset management and allocation strategies for institutional and individual investors, domestic and international portfolio management, risk management and performance measurement techniques, and efficient market equity valuations.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** MBA 645

**MBA 649 INVESTMENT MANAGEMENT SEMINAR**

This course provides the opportunity to utilize the knowledge and skills acquired in the classroom to real-world settings. Students will have two experiences: 1) a course simulation where students throughout the term will be managing a portfolio of financial assets. 2) a consulting project in which the class will be serving as a consulting firm to companies looking to develop new business opportunities and new markets. This project will include financial forecasting, cost basisbuilding for projects, and market research analysis in order to determine if the project is financially feasible for the company's goals and objectives given their financial constraints.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 650 OPERATIONS MANAGEMENT**

A comprehensive analysis and comparison of the various techniques that can increase productivity for manufacturing and service operations. Provides an opportunity to assess the methods used in striving for long-term strength and growth in economic enterprises.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 651 CREATIVITY AND INNOVATION**

This course explores the entrepreneurial mindset as it relates to creativity and innovation, as well as reviews the theoretical and applied models of creativity and innovation as they apply to a) individuals, b) groups, and c) organizations. In addition, students will also be exposed to innovative approaches to opportunity recognition and what it means to be truly entrepreneurial and innovative.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 652 MANAGING ENTREPRENEURIAL VENTURES**

In this course the process of launching innovative ideas for economic value creation and sustainable successful ventures will be discussed. Formation and implementation of profitable innovations and organizational culture of innovation for business sustainability and growth will also be analyzed.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 653 ENTREPRENEURIAL FINANCING**

This course offers explanations and means to forecasting and calculating revenues, start-up expenses, and working capital and reserve requirements. It then goes into sources of funding, how to apply for that funding, and how to build a sound argument to attract the funds. The course will pay particular attention to the methods of financing available to entrepreneurs and on how to grow and manage the venture.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 654 BEYOND THE CLASSROOM**

This course is designed as an interactive experience between Lynn University students and neighboring businesses. Students will be able to gain exposure in a classroom style setting from well-respected companies in the area. This exposure will lead to active projects that companies are currently involved in with students' participation (real life exposures).

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 660 INTERNATIONAL BUSINESS STUDIES ABROAD**

International Business Studies Abroad stresses the unique experience of study in foreign countries and direct contact with other cultures. Students will acquire knowledge in various facets of international business in the context of social, political and economic environmental forces. Studies abroad may be substituted in the M.B.A. program curriculum for one course. Program coordinator approval is required for the substitution.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 661 INTERNATIONAL TRADE AND INVESTMENT**

This analysis of international trade and investment from the perspective of globalization focuses on the traditional theories of trade and investment. The normative aspects of international economics and commerce and the latest development and integration of the world economy will be discussed.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 665 INTERNATIONAL FINANCIAL MARKETS**

Overview of the tools (e.g. hedging, swaps, counter trade) and methods financial managers use to solve financial problems that emanate from fluctuating currency exchange rates, currency exchange controls, tariffs, taxes, inflation and accounting practices.

**Credits:** 3  
**Offered:** Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 667 FOCUSED COUNTRY/REGION STUDIES**

This course addresses the cultural, economic, political, labor, and legal characteristics of different regions/countries. In addition to the environmental factors, business opportunities and competitive advantage of the region/country will be discussed. It provides students with knowledge and skills to identify global opportunities and succeed in the world's most dynamic economies and markets.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 671 AVIATION ORGANIZATION OPERATION**

An examination of organizational systems and management in the aviation industry. The emphasis is on development and integration of effective work elements, as well as the varying personnel concerns that must be resolved for successful leadership in the aviation industry. Topics provide insights into behavior, structure, authority, motivation, leadership, organizational development and social responsibility. Student gain an appreciation of the principles, research and applications of organizational theory to the aviation industry.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 675 AIRPORT OPERATIONS**

Focuses on preparation for the American Association of Airport Executives (AAAE) Certified Member designation. It is a study of management and regulatory issues relevant to airport management enabling the student to perform as a leader in the airport and aviation environment. These studies will encompass all aspects of airport and airway management. This course prepares the student to successfully complete the AAAE Certified Member designation examination resulting in one of the most prestigious distinctions in the airport industry.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 678 SPECIAL TOPICS IN AVIATION MANAGEMENT**

Lectures and seminars on advanced selected topics in Aviation Management such as airport security, effects of terrorism on aviation, effects of increased special use airspace on the national airway system and advances in air traffic control. The class also will introduce the student to the impact of other real-world issues as they occur during the semester.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 690 STRATEGIC MANAGEMENT SEMINAR**

This capstone seminar for the M.B.A. program requires that students demonstrate their ability to integrate and apply theory to practice in case studies and experiential exercises that require the mastery of strategic thinking. NOTE: Must be completed in the last term, or with advisor's approval may be completed in the next-to-last term of study.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 697 INDEPENDENT STUDY**

Opportunities to explore both career directions and areas of individual interest.

**Credits:** 1-3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MBA 698 BUSINESS ADMINISTRATION INTERNSHIP**

This supervised internship with a for-profit or not-for-profit business is designed for those who do not have business experience. Students must maintain a written log and submit reports and evaluations to the field supervisor. An internship project on a related topic is required in order to demonstrate integration of theory with application in business administration. The project is submitted to the faculty advisor. Students also are required to meet regularly with the field supervisor and the faculty advisor.

**Credits:** 1-3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 101 FASHION AND RETAIL MANAGEMENT**

An examination of the scope of the fashion industry opportunities. The production and distribution of fashion products are explored leading to an awareness of interaction of various aspects of the industry.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 240 BUYING AND INVENTORY PLANNING**

This course focuses on the role of the buyer in the retail organization and buying techniques in the planning, obtaining and controlling of merchandise are analyzed in terms of implications for retail buying.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** MKT 101 and DQR100

**MKT 250 PRINCIPLES OF MARKETING**

Introduces the student to a broad functional understanding of marketing. Topics include buyer behavior, product planning, channels of distribution, price policies and promotional activities.

**Credits:** 3  
**Offered:** Fall, Spring, Summer  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 300 FASHION SHOW PRODUCTION**

Fashion events and their role in retail sales are examined. Course requirements include research, analysis, and forecasting of fashion trends and presentation of fashion events. A group fashion show will be incorporated into this course, as well as individual assignments. Group projects are also incorporated in the course, including community contact with local (and national) retail apparel firms.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 370 MARKETING—SPECIAL TOPICS**

This course explores different areas of marketing. Topics may include specific industries, telemarketing, relationship marketing, direct marketing and marketing on the Internet. Can be repeated for credit as topics change.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** MKT 250

**MKT 375                    GARMENT CONSTRUCTION**

A conceptualization of the basic sewing process (including introduction and use of a sewing machine, stitches, pattern layout and garment construction of a pencil skirt and bolero). Hand sewing techniques, zipper installation, waist line and sleeve insertion, as well as hems, darts, tucks, gathers, and pleats will also be examined.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** Lab Fee  
**Pre-Reqs:** None

**MKT 376                    SPORTS MARKETING**

This course contrasts and compares basic marketing concepts as they relate to amateur and professional sports, including promotion and public relations, strategic marketing planning, consumer behavior, representation of the professional athlete, team media relations, marketing information management, market planning and marketing technology.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 385                    TRENDS IN eMARKETING**

This course addresses the current principles and practices of eMarketing (online marketing). It presents eMarketing history and various elements of eMarketing, such as email marketing, search engine optimization (SEO), social media, webside optimization and mobile marketing. Students will learn how marketing on the web can help build brand awareness, capture market share, attract shoppers, and enhance customer loyalty.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** BUS 255 and MKT 250

**MKT 392                    GLOBAL MARKETING**

A study of marketing management activities from the perspective of firms doing business across national boundaries. Emphasis is upon aspects of marketing that are unique to international business and problem solving within an international context. Course components include a theoretical analysis of the causes of international trade including comparative advantage, Heckcher-Ohlin theory and more recent theories. Other topics include international trade policy, economic integration, trade problems of developing countries and the role of multinational corporations in world trade.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** MKT 250

**MKT 397                    INDEPENDENT STUDY**

Independent research projects or other approved phases of research or independent study.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 410                    CONSUMER AND ORGANIZATIONAL BEHAVIOR**

A study of the consumer decision process. The course focuses on consumer branding, the product adoption process, the impact of current issues (leisure time, working women, and the elderly) and the development of marketing strategies to encourage a positive consumer response.

**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** MKT 250

**MKT 420                    THE EVOLUTION OF FASHION AND RETAIL CHANGE**

Fashion retailing has emerged as an important area of study reflecting the metamorphosis of fashion houses from local operations to ever increasing international and global ventures. The growing dichotomy of fashion retail positions underlines the fact that retailing is a sector of contrasts undergoing massive changes around the world. This course will explore the emergence of social networking, sustainable practices, social responsibility, and other trends that require the consumer and the retailer to examine and explore contemporary strategies and methods of sustaining growth. In addition, developing technology and social consciousness will continue to impact and play an increasingly important role in today's retail environment.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**MKT 430                    MARKETING RESEARCH**

Introduction to the techniques and tools of market research as an aid to decision making. Topics include problem definition, research methods, research project design and results interpretation.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** MKT 250 and BUS 322

**MKT 465 FASHION AND RETAIL STRATEGIC PLANNING**

Retailing is changing today, and the successful business must know how to identify, adapt, and plan with the changes, without moving away from its core competencies. This course provides the student with a comprehensive view of fashion and retailing, and the applications of marketing concepts necessary for a practical retail managerial environment. The development of a retail format and its strategy, current multi-channel retail strategies (among bricks-and-mortar and web-based firms), retail personnel issues, and category management will be reviewed and analyzed. The course will also investigate the changing role of e-commerce in fashion and retailing.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** MKT 101 and MKT 250

**MS 500 MANAGEMENT AND ADMINISTRATION**

This course is designed to equip students with the necessary, basic theoretical knowledge, analytical skills and "best practices" within the field of contemporary public management and administration. By reviewing both the past and present, the course will adopt a future orientation in the examination of the factors, perspectives and theories that influence the understanding of public sector management and administration.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MS 505 APPLIED RESEARCH METHODS**

An overview of the methods of inquiry within the framework of applied management theories. Includes a critique of assessment issues in experimental, quantitative-descriptive and exploratory studies. Students design a research project and draft a research proposal that will be utilized in their culminating graduate project in Emergency Planning and Administration (EPA 665).

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MS 510 ADMINISTRATIVE AND REGULATORY LAW**

This course is designed to prepare students with the necessary, basic theoretical knowledge and analysis of reasonable principles of organizational justice. Students will examine charters, statutes, executive orders, regulations, ordinances and codes. By examining the American regulatory process through federal, state and local regulations and administrative law, students will be able to shape substantive and procedural issues constructively for the long-term civic good in the face of complexity and paradox.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MS 530 PUBLIC INSTITUTIONS, PUBLIC POLICY AND DEMOCRACY**

This course is designed to prepare students with the necessary, basic theoretical knowledge and analytical skills related to the study of public policy formulation within a democratic institutional context. By examining American politics, the course will assimilate the theories and practices that influence the understanding of public policy in the free and democratic society that we call the United States of America.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MS 560 FINANCIAL MANAGEMENT**

An examination of the financial management techniques utilized by public agencies. This course considers the fundamental principles of fiscal administration, budgeting, revenue, debt administration and fund management. Students use case studies to analyze how public agencies are impacted by both revenue enhancements and shortfalls. Students also learn the fundamentals of working through the budgetary process.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUG 297 INDEPENDENT STUDY**

An advanced course of individually directed study with a focus on Music Theory or Music History topics. Does not fulfill the Music History/Music Theory elective requirement.

**Credits:** 1-3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of the instructor

**MUG 301 BASIC CONDUCTING**

Students will study fundamental conducting techniques as expressed through beat patterns and explore the physical language of conducting as an expressive and illustrative medium. Students will acquire basic score study skills through analysis of selected masterworks and will have the opportunity to conduct a small class ensemble.

**Credits:** 2  
**Offered:** Spring semester, every other year (not offered spring 2015)  
**Lab Fee:** None  
**Pre-Reqs:** MUT 151 and MUT 201

**MUG 329 PEDAGOGY**

This course serves as an introduction to the world of teaching. It addresses the musical, technical, theoretical and practical concerns of the pedagogue. Students will develop teaching skills in the basic elements of music, as well as a broad array of instrumental techniques. This course is divided into separate sections: one for strings, one for woodwinds, one for brass and one for piano students.

**Credits:** 2  
**Offered:** Fall semester, every other year (offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory students only

**MUG 390 MUSIC INTERNSHIP**

Music students gain on-the-job performing or teaching experience through an internship placement.

**Credits:** 1-3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of college internship liaison, 2.5 cumulative GPA in major and/or departmental approval

**MUG 396 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUG 580 MUSIC ENTREPRENEURSHIP**

This course helps graduate Conservatory of Music students define individual career objectives and develop the skills required to achieve these goals. Guest speakers from the faculty and musical community visit the seminar throughout the semester.

**Credits:** 3  
**Offered:** Spring semester, every other year (offered spring 2015)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUG 596 CURRICULAR PRACTICAL TRAINING**

This course is an academic internship in the form of experiential education. It integrates knowledge and theory learned in the classroom with practical application and skill development in a professional setting. Students are required to register their internship by submitting an Application for Curricular Practical Training which requires the approval of the respective faculty supervisor/internship coordinator. At the end of the internship/term students will be required to complete a Final Self-Evaluation of their internship in the form of an essay/reflection. Grade: Pass/No Pass.

**Credits:** 0  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUG 597 INDEPENDENT STUDY**

An advanced course of individually directed study with a focus on Instrumental Music, Music Literature, Music Pedagogy, Music History or Music Theory topics.

**Credits:** 1-3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** MM students only, permission of the instructor and academic advisor

**MUH 350 MUSIC OF THE MEDIEVAL, RENAISSANCE AND BAROQUE PERIODS**

This course sets the music of the Medieval and Renaissance periods in the contexts of Church and court patronage and traces the connections between music and literature, painting and architecture. It describes features of musical construction and style in sacred and secular vocal music and dance music at court. The course describes the development of instrumental forms of trio sonata and concerto, the rise of public opera and the keyboard music.

**Credits:** 3  
**Offered:** Fall semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory students or permission of instructor

**MUH 351 MUSIC OF THE CLASSICAL AND ROMANTIC PERIODS**

This course commences with the pre-Classical age, and will traverse the 18<sup>th</sup> and 19<sup>th</sup> centuries, concluding with the contributions of the late Romantics. Emphasis will be placed on the Enlightenment and its effect on musical style; the new forms & genres of the Classical Period; Beethoven and his powerful influence; the piano music, lieder, and the new orchestral forms & genres of the Romantics; the effect of nationalism; and the changes in musical language that can be found in Wagner's operas and the music of his followers.

**Credits:** 3  
**Offered:** Spring semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory students or permission of instructor



**MUH 352 MUSIC OF THE TWENTIETH CENTURY**

The objective of this course is to familiarize students with the styles that have emerged in the music of the 20th century. The course will largely concentrate on the main composers of the century and their works. Lecture material will also include some discussion of sociopolitical/economic factors and developments in other art forms to provide a background for the intellectual climate of the period. Weekly listening and reading assignments will be made throughout the course.

**Credits:** 3  
**Offered:** Spring semester, every other year (offered spring 2015)  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory students or permission of instructor

**MUH 367 SURVEY OF WORLD MUSIC**

This course serves as an introduction to the folk traditions of various societies throughout the world. Some of the music and musical traditions to be discussed include those of Africa, India, Indonesia, China, Japan, South America, Native Americans, African Americans, the folk music of Eastern Europe, as well as jazz and the influence of ethnic music on 20<sup>th</sup>-century classical music. Lectures will concentrate on placing these various types of music in their proper social context with an emphasis on understanding the different ways that music can function. Musical examples also will be analyzed in purely musical terms. Regular listening and reading assignments will be made throughout the course. A term paper and in-class report are required.

**Credits:** 3  
**Offered:** Spring semester, every other year (not offered spring 2015)  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory students or permission of instructor

**MUH 530 BIBLIOGRAPHY AND RESEARCH SKILLS**

In this course students will learn basic research skills, compile a bibliography and write an abstract, all directed toward an oral presentation on a topic of the student's choice subject to approval by the instructor. This course is a requirement for all M.M. students.

**Credits:** 3  
**Offered:** Fall semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUH 562 SEMINAR IN CHAMBER MUSIC LITERATURE**

Students will listen to and discuss the development of the chamber music as a genre. Masterpieces of the chamber music literature will be studied in detail, with special emphasis on their significance in the evolution of musical style. Regular listening and reading assignments will be made throughout the course. This course will require written assignments and in-class presentations. This course fulfills the Music History elective.

**Credits:** 3  
**Offered:** Fall semester; offered on a rotating basis, not every year (not offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUH 563 SEMINAR IN SYMPHONIC LITERATURE**

Students will listen to and discuss the development of the symphony orchestra as a medium and as an art form. Masterpieces of the major symphonists will be studied in detail, with special emphasis on their significance in the evolution of musical style. Regular listening and reading assignments will be made throughout the course. This course will require papers and in-class presentations. This course fulfills the Music History elective.

**Credits:** 3  
**Offered:** Fall semester; offered on a rotating basis, not every year (not offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUH 566 SEMINAR IN VOCAL LITERATURE**

Students will listen to and discuss the development of music written for the combination of voices and instruments. Masterpieces from this repertoire will be studied in detail, with special emphasis on their significance in the evolution of musical style. Regular listening and reading assignments will be made throughout the course. This course will require papers and in-class presentations. This course fulfills the Music History elective.

**Credits:** 3  
**Offered:** Fall semester; offered on a rotating basis, not every year (not offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUH 568 SEMINAR IN OPERATIC LITERATURE**

Students will listen to and discuss the development of opera as genre. Masterpieces from the operatic repertoire will be studied in detail, with special emphasis on their significance in the evolution of musical style. Regular listening and reading assignments will be made throughout the course. This course will require papers and in-class presentations. This course fulfills the Music History elective.

**Credits:** 3  
**Offered:** Fall semester; offered on a rotating basis, not every year (not offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUH 569 SEMINAR IN CONCERTO LITERATURE**

This course is not a chronological survey of solo concertos, but explores how composers worked out the relationships of solo instruments and orchestra. It will include both solo concertos and concertos for more than one instrument, such as double concertos and *concerti grossi*. The works of composers who have contributed to the development of this genre will be emphasized. This course fulfills the Music History elective.

**Credits:** 3  
**Offered:** Fall semester; offered on a rotating basis, not every year (offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 313-414 KEYBOARD SKILLS FOR PIANISTS I-IV**

Several essential skills are introduced to the pianist through the four levels of this course. Each skill is continually developed during the four semester curriculum. Skills include sight-reading, score-reading, improvisation, harmonic progressions, realization of figured bass and transposition. Placement exams will determine student level.

**Credits:** 1  
**Offered:** Four semester sequence; starting in fall semester, every two years  
**Lab Fee:** None  
**Pre-Reqs:** Placement exam

**MUP 325 PIANO LITERATURE**

A survey of significant keyboard literature by genre, including suites and character pieces, sonatas and variations, concerti, and chamber works. Through sight reading, research and listening exams the student will expand their knowledge of the development of piano literature.

**Credits:** 3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of instructor

**MUP 525 PIANO LITERATURE**

A survey of significant keyboard literature by genre, including suites and character pieces, sonatas and variations, concerti, and chamber works. Through sight reading, research and listening exams the student will expand their knowledge of the development of piano literature.

**Credits:** 3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** Permission of instructor

**MUP 526 ADVANCED COLLABORATIVE PIANO LITERATURE I: THE INSTRUMENTAL SONATA AND CONCERTO**

A comprehensive chronological survey of the instrumental sonata and concerto. Through performance, sight-reading, listening and score study, attention will be given to issues of style and performance.

**Credits:** 2  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 527 ADVANCED COLLABORATIVE PIANO LITERATURE II: CHAMBER, VOCAL AND ORCHESTRAL REPERTOIRE**

A survey and study of the hallmarks of piano chamber music, art song, and orchestral masterworks with prominent piano parts. Through performance, sight-reading, listening and score, study focus will be placed on attaining exposure to this vast component of the collaborative artist's repertoire.

**Credits:** 2  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 529 PIANO PEDAGOGY**

In this course students will review, analyze and familiarize themselves with the methods and schools of pianism and the vast teaching repertoire of the intermediate student through observation, discussion and demonstration. Special attention will be paid to the psychology of learning and teaching which will culminate in the formation of individual teaching philosophies. Issues of the private studio, class piano and music literacy will also be addressed.

**Credits:** 3  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 601 SEMINAR IN COLLABORATIVE PIANO I: SKILLS OF INSTRUMENTAL ACCOMPANYING**

Through lecture, performance and demonstration, skills addressed will include sight-reading, score reduction, conducting, the study of orchestral reductions, transposing instruments and advanced rhythm and aural skill proficiencies. Professional issues including time management, effective preparation and rehearsal techniques, business, and communication skills will also be addressed.

**Credits:** 1  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 602 SEMINAR IN COLLABORATIVE PIANO II: PERFORMANCE ISSUES**

A partial performance class; technical issues and stylistic practices specific to each instrument will be explored as they pertain to the collaborative pianists' ability to intelligently identify and discuss performance issues across the repertoire. Topics of study will include bowing, breathing, intonation, articulation, balance and stylistic performance practices.

**Credits:** 1  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 603 COLLABORATIVE PIANO: PRACTICUM**

Pianists are exposed to all instruments and every studio in which they will participate in rehearsals, lessons, studio classes, performance forum, master classes and recitals. Over the course of two years, students will be assigned to the string department for two semesters and woodwinds and brass/percussion for one semester each.

**Credits:** 2  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUP 604 PIANO PRACTICUM**

Pianists are exposed to a variety of instrumental studios for which they participate in rehearsals, lessons, studio classes and Performance Forum in addition to exploring the solo repertoire.

**Credits:** 1  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** Only open to pianists enrolled in PPC Chamber Music

**MUP 605 SEMINAR IN SOLO PIANO**

Collaborative pianists study works from the solo literature in weekly lessons. A jury is required at the end of semester.

**Credits:** 1  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** For ICPP students only with applied teacher approval

**MUR 300 JUNIOR RECITAL**

The Junior Recital consists of a minimum of 40 minutes of music. The student must present one complete work, and one selection must be memorized. The instructor may require that additional works be presented from memory.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Junior standing and instructor approval

**MUR 301 PERFORMANCE FORUM**

A weekly gathering of all conservatory students and faculty gives students an opportunity to perform in a concert hall setting. All undergraduate students must enroll in Performance Forum each semester that they are in residence at the Conservatory of Music.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUR 400 SENIOR RECITAL**

The Senior Recital consists of a minimum of 50 minutes of music and includes an intermission. Repertoire should include a 20th/21st-century work, and only complete works should be presented. At least one selection must be memorized. The instructor may require that additional works be presented from memory.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Senior standing and instructor approval.

**MUR 501 PERFORMANCE FORUM**

A weekly gathering of all conservatory students and faculty gives students an opportunity to perform in a concert hall setting. All graduate students must enroll in Performance Forum each semester that they are enrolled in at the Conservatory of Music.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUR 600 GRADUATE RECITAL**

The Graduate Recital consists of a minimum of 60 minutes of music and includes an intermission. Repertoire should include a 20th/21st-century work, and only complete works should be presented. At least one selection must be memorized. The instructor may require that additional works be presented from memory.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Graduate standing and instructor approval.

**MUR 601 COMPREHENSIVE EXAM**

A comprehensive oral exam must be passed at the conclusion of the MM program in the student's major field of study, music theory and music history. Required of all MM candidates.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUS 100 ELECTIVE IN INSTRUMENTAL LESSONS**

This course is designed to allow any student to study privately with an instrumental, piano or composition instructor.

**Credits:** 1  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Audition and permission of the instructor

**MUS 131-232 SECONDARY PIANO I-IV**

In this course instrumental music students develop basic skills at the piano. A variety of skills are developed during the two-semester curriculum. These skills include scales and arpeggios, diatonic triads and seventh chords, chord progressions, chromatic chords, modal scales, repertoire, sight-reading, improvisation and harmonization. Placement exams will determine student level.

**Credits:** 1  
**Offered:** MUS 131 & 231 offered fall semester, every year; MUS 132 & 232 offered spring semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** Placement exam

**MUS 201 APPLIED INSTRUMENT: Fr-So**

In this course, students strive to develop their individual musical performance ability to its fullest potential, both musically and technically. Students receive training through a broad variety of repertoire and develop independent thinking. Weekly studio classes present a performance workshop dealing with various topics such as technique, performance and pedagogy. Additionally, annual student progress is assessed through juries. Students are required to perform and/or teach in the community as assigned by their instructor.

**Credits:** 3  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory freshman and sophomore students only

**MUS 311 SMALL ENSEMBLE**

The chamber music program focuses on the process of coming together to achieve a successful musical experience while recognizing the substantial individual and collective responsibility required to that end. Regular coaching and rehearsals form the basis for developing the skill of musical interaction. Chamber groups are required to perform on campus and throughout the community as assigned by their instructor.

**Credits:** 1  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Audition may be required

**MUS 321 LARGE ENSEMBLE**

This course provides students with an opportunity to learn and perform repertoire from a wide range of periods and styles in an orchestral setting. Rehearsals and concerts provide guided practical experience in all facets of music making.

**Credits:** 1  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Audition may be required

**MUS 323 WIND ENSEMBLE**

This course offers the study and performance of the repertoire for ensembles of woodwinds, brass and percussion players in various combinations. Required of all undergraduate brass, wind and percussion conservatory students.

**Credits:** 0  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUS 325 ORCHESTRAL REPERTOIRE**

This course focuses intensely on orchestral performance issues. Sections of the orchestra will split apart to study the vast orchestral repertoire as it applies specifically to their family of instruments. Required of all undergraduate conservatory wind, brass and percussion students.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUS 401 APPLIED INSTRUMENT: Jr-Sr**

In this course, students strive to develop their individual musical performance ability to its fullest potential, both musically and technically. Students receive training through a broad variety of repertoire and develop independent thinking. Weekly studio classes present a performance workshop dealing with various topics such as technique, performance and pedagogy. Additionally, annual student progress is assessed through mock auditions and intensive recital preparation will occur. Students are required to perform and/or teach in the community as assigned by their instructor.

**Credits:** 4  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory junior and senior students only

**MUS 501 APPLIED INSTRUMENT: MM**

In this course, students strive to develop their individual musical performance ability to its fullest potential, both musically and technically. Students receive training through a broad variety of repertoire and develop independent thinking. Weekly studio classes present a performance workshop dealing with various topics such as technique, performance and pedagogy. Additionally, students are required to fulfill specific performance requirements in concerto and chamber music performance as well as mock orchestral auditions. Students are required to perform and/or teach in the community as assigned by their instructor.

**Credits:** 3-5  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory Master of Music students only

**MUS 511 SMALL ENSEMBLE**

The chamber music program focuses on the process of coming together to achieve a successful musical experience while recognizing the substantial individual and collective responsibility required to that end. Regular coaching and rehearsals form the basis for developing the skill of musical interaction. Chamber groups are required to perform on campus and throughout the community as assigned by their instructor.

**Credits:** 1  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Audition may be required

**MUS 521 LARGE ENSEMBLE**

This course provides students with an opportunity to learn and perform repertoire from a wide range of periods and styles in an orchestral setting. Rehearsals and concerts provide guided practical experience in all facets of music making.

**Credits:** 1  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Audition may be required

**MUS 523 WIND ENSEMBLE**

This course offers the study and performance of the repertoire for ensembles of woodwinds, brass, and percussion players in various combinations. Required of all graduate brass, wind and percussion conservatory students.

**Credits:** 0  
**Offered:** As needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUS 525 ORCHESTRAL REPERTOIRE**

This course focuses intensely on orchestral performance issues. Sections of the orchestra will split apart to study the vast orchestral repertoire as it applies specifically to their family of instruments. Required of all graduate conservatory wind, brass and percussion students.

**Credits:** 0  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** None

**MUS 601 APPLIED INSTRUMENT: PPC**

In this course, students strive to develop their individual musical performance ability to its fullest potential, both musically and technically. Students receive training through a broad variety of repertoire and develop independent thinking. Weekly studio classes present a performance workshop dealing with various topics such as technique, performance and pedagogy. Additionally, students are required to fulfill specific performance requirements in concerto and chamber music performance as well as mock orchestral auditions. Students are required to perform and/or teach in the community as assigned by their instructor.

**Credits:** 3-4  
**Offered:** Every semester  
**Lab Fee:** None  
**Pre-Reqs:** Conservatory certificate students only

**MUT 150-251      EAR TRAINING I-IV**

Essential skills are introduced to music students through the four levels of this course. Each skill is continually developed during the four-semester curriculum. In-class activity will include rhythmic drills, sight-singing exercises and dictation exercises. Material covered over the course of four semesters will include: diatonic melody and harmony; chromatic melody and harmony; chord progressions, including chromatic chords; four-part dictation; syncopation and irregular subdivisions; and 20th century materials. Placement exams will determine student level.

**Credits:** 1  
**Offered:** MUT 150 & 250 offered fall semester, every year; MUT 151 & 251 offered spring semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** Placement exam

**MUT 200      FUNDAMENTALS OF MUSIC I: COUNTERPOINT/ELEMENTARY HARMONY**

This course is divided into two parts. First, as a preparation for the study of tonal harmony, this course will be a study of strict species counterpoint in two voices (through all five species). The second half of the course will begin the study of the basic harmonic materials of "functional" tonal music of the Common-Practice period. Topics covered will include the structure of triads and Roman Numeral analysis, concepts of voice-leading, inversions of chords, harmonic progressions in four parts based on the Bach Chorales, the importance and creation of bass lines, the harmonization of bass lines, and figured bass. Written work will consist of one or two short assignments per week.

**Credits:** 3  
**Offered:** Fall semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** Placement exam

**MUT 201      FUNDAMENTALS OF MUSIC II: ADVANCED HARMONY**

This course is a continuation of the study begun in Fundamentals I of the basic materials of tonal music, using the four-part "chorale style" of J. S. Bach as the basis of study. Topics will include cadences, non-harmonic tones, triads in second inversion, the structure and treatment of seventh chords, the harmonization of melodies, secondary function chords, modulation and chromaticism. Written work will consist of one or two short assignments per week.

**Credits:** 3  
**Offered:** Spring semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** MUT 200 or placement exam

**MUT 300      FUNDAMENTALS OF MUSIC III: TONAL ANALYSIS**

This course is concerned with the analysis of selected movements and complete compositions from the Common-Practice period of functional tonal music and the development of the necessary analytical skills to achieve this goal. This will be accomplished in a number of ways: 1) the continued development and refinement of the student's ability to perform harmonic analysis, as begun in Fundamentals I and II; 2) the expansion of analytical techniques to include analysis of rhythm, meter, phrase structure, articulation, etc.; and 3) study of the principal forms from the Common-Practice period, with some consideration of their historical development. Weekly analysis assignments will be required.

**Credits:** 3  
**Offered:** Fall semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** MUT 201 or placement exam

**MUT 301      FUNDAMENTALS OF MUSIC IV: TWENTIETH CENTURY THEORY**

This course is concerned with the theoretical concepts of 20th century music and the compositional techniques used in this music. At the beginning of the course, there will also be an introduction to the analysis of Medieval and Renaissance music. This course will consist of a survey of a variety of different compositional and analytical techniques and will not be historical in nature. Weekly homework assignments will be required.

**Credits:** 3  
**Offered:** Spring semester, every year  
**Lab Fee:** None  
**Pre-Reqs:** MUT 201 or placement exam

**MUT 374      ADVANCED COUNTERPOINT AND FUGUE**

The main goals of this course will be: through the writing of strict species counterpoint exercises in 18th century style to prepare the student to go on to more advanced stylistic exercises employing true 18th century forms, such as binary form "dance" suite movements, two- and three-part inventions, and chorale preludes and fugues; and to develop the student's ability to analyze, both in terms of harmony and form, contrapuntal compositions from the 18th century. The course will begin with strict species counterpoint and then move on to the specific style and techniques of 18th century counterpoint. Listening assignments of selected works by J. S. Bach will be required. This course fulfills the Music Theory elective.

**Credits:** 3  
**Offered:** Fall semester, every other year (not offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** MUT 300

**MUT 375      TONAL COMPOSITION**

This course involves the imitation of the basic forms of tonal music of the Classical and Romantic periods and focuses on the techniques of motivic transformation, melody, harmony and rhythm. Weekly assignments involving composition and analysis will be required and a composition in a longer form will also be required as a final project. This course fulfills the Music Theory elective.

**Credits:** 3  
**Offered:** Fall semester, every other year (offered fall 2014)  
**Lab Fee:** None  
**Pre-Reqs:** MUT 300

**MUT 570                    ANALYTICAL TECHNIQUES OF MUSIC**

This course will concentrate on the development of a variety of analytical skills and will examine compositions from all historical periods. In addition to harmony and form, topics that will be discussed include: articulation and phrasing; accent, rhythm and meter; the analysis of structural pitches (Schenkerian Analysis); texture; timbre and instrumentation; and the concept of a "correct" stylistic interpretation.

**Credits:** 3  
**Offered:** Spring semester, every other year (not offered spring 2015)  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 100                    GEOPOLITICAL AFFAIRS**

Geopolitical Affairs provides an introduction to human, cultural and political geography. Consideration of the world in various spatial contexts will demonstrate the geographical interdependence between people, places and environments. Exploration of current global challenges and spatial linkages reveal the interconnections between people, culture and place and demonstrate the local and global connections of action. Organized thematically, this course will focus on several key global challenges which include economic crises, environmental decline and sustainability, food security, migration, population distribution, poverty, war and urbanization.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 101                    GOVERNMENT AND LEADERSHIP**

Students will explore the historical, philosophical, and conceptual foundations of government as well as the major institutions and processes of governance. The course also exposes students to important debates about the role and nature of government and the challenges of political leadership.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 201                    PUBLIC POLICY**

An exploration of how issues and problems in society become part of the political agenda and how governmental policies—economic, social, regulatory, foreign, security, and so on—are formulated, implemented, and evaluated. Students will also explore the politics of the legislative process and a wide array of historical and contemporary policy debates and controversies.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 202                    POLITICAL THEORIES AND IDEOLOGIES**

Students will explore the theoretical and ideological foundations of government such as social justice, feminism, individualism, liberalism, conservatism, fascism, and communism. The class will examine the historic and enduring debates about the nature of humanity, role and function of government, and responsibilities of citizenship.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 301                    DIPLOMACY AND CONFLICT RESOLUTION**

Students will explore the basic approaches to international diplomacy as well as the changes in diplomatic strategies, techniques, and methods in today's dynamic, global order. The course also examines the cultural, historical, and national contexts of diplomacy and conflict resolution.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 302                    COMPARATIVE AND REGIONAL POLITICS**

By taking a regional approach that highlights cultural, historic, economic, and political features common to all or most of the states within a given geographical area, this course helps students acquire a theoretical and analytical framework for studying foreign policy and governments. Students will explore and compare various policies and governmental practices around the world and the challenges of interdependence, globalization, ethnic tensions, and more.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None



**POL 385                    GLOBAL ENVIRONMENTAL POLICY & JUSTICE**

Global Environmental Politics is premised on the interconnectedness of the global physical environment and human society. The close ties between environmental quality and human well-being are a part of the political decision making process regarding global resource distribution. This course, while referencing the scientific aspects of environmental dynamics, concentrates on how the global community might respond to urgent environmental problems in a politically, economically and culturally divided world. Issues such as deforestation, resource management, desertification, sustainable development and biodiversity are examined. The processes for conceiving, negotiating, finalizing and implementing international environmental agreements are considered.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 401                    POLITICAL ECONOMY**

Students will explore the role of government in the American capitalist system, including issues such as taxation, regulation, stimulus, organized labor, and other issues of economic management both historically and in contemporary times. The course also examines the international political economy in terms of trade, development, currency, and international organizations.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 402                    CRITICAL ISSUES IN POLITICS**

The specific content of this course varies but the theme will remain the exploration of major historical and/or contemporary issues and events in politics, policy, government, and global affairs. Students will use multidisciplinary approaches to examine the causes and consequences of the topics at hand.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 490                    SEMINAR IN POLITICAL SCIENCE**

This seminar course in Political Science is a topical course designed to expose the student to a specific subject in the field of Political Science. This course allows the student to fully explore the topic at hand in an applied or experiential manner and develop a comprehensive understanding of the subject matter. In addition, this is a variable content course and may be offered with a different focus during the semesters offered.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**POL 495                    CAPSTONE IN SOCIAL JUSTICE**

This course is designed to facilitate students' rigorous examination of the theory and practice of justice. Students will design an experiential or research project specific to their discipline that examines the concept of justice. Students will be required to pick a topic, develop a project proposal and execute the project that demonstrates application of core and advanced knowledge and skills in the discipline.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 100                    HUMAN BEHAVIOR**

This course will explore the disciplines of Psychology, Sociology and Anthropology through the use of the scientific method, ethics and values. This interdisciplinary course is proposed to provide students with the opportunity to learn about the ways human beings function as individuals, within groups and as members of particular societies. This course will explore human behavior within the context of pro-social human behavior, abnormal human behavior and the result of maladaptive human behavior.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 150                    INTRODUCTION TO PSYCHOLOGY**

A study of the scope and methods of psychology with a view to understanding the human organism, the basic phases of human behavior and the relevance of psychology in contemporary society.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 200                    ORIENTATION TO THE STUDY OF PSYCHOLOGY**

This course introduces students to the professional language of psychology, the protocol of research and ethical conduct related to the field. Emphasis is placed on career choices and the importance of understanding research methods in psychology.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 225                    HUMAN SEXUALITY**

Anatomy and physiology of the human reproductive system, human sexual response, the range of sexual behaviors and sources of attitudes and beliefs about sexuality will be explored in this course.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 250                    DEVELOPMENTAL PSYCHOLOGY**

Human development from birth to old age will be explored by the study of developmental processes and theories. Emphasis is on development as a lifelong process and how these processes affect human behavior. Course includes an examination of all forms of development: physical, cognitive, social, psychological, moral and linguistic.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 260                    PERSONALITY THEORY**

A study of the major theories of the composition and determinants of human personality. The theories examined include: psychoanalytic theories, self-theory, self-actualization theory, trait theories and social learning theory. This course is typically offered in the fall and spring semester.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 315                    PSYCHOLOGICAL TESTS AND MEASUREMENTS**

Theory and use of psychological tests of ability and personality. Includes laboratory sessions.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 349                    INTRODUCTION TO APPLIED COUNSELING**

Focus is on developing counseling competencies and specialized skills and techniques used in the counseling process for individuals and groups.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 351                    APPLIED PSYCHOLOGY**

This course will explore the field of Applied Psychology including but not limited to the areas of Industrial and Organizational Psychology, Community Psychology, Counseling Psychology, and Forensic Psychology. Within the areas in Applied Psychology there are many similarities related to the application of psychological principles and theories to overcome challenges and problems. These commonalities will be discussed and explored. Students will be presented with experiential opportunities that allow for understanding and growth of knowledge about interventions in applied psychology. This course is the culmination and application of the theories learned about human behavior, personality development, and abnormal psychology.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 354                    INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY**

Application of psychology in business and industry, as well as its relevance to organizational effectiveness in general. The course examines issues in the following areas: supervisory, leadership, morale, personnel selection, training, human factors engineering and consumer psychology.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 355                    COGNITIVE PSYCHOLOGY**

A study of human cognitive abilities, including perception, attention, learning, memory, language, reasoning, and decision-making.

**Credits:** 3  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 360 SOCIAL PSYCHOLOGY**

A study of the processes underlying and resulting from group interactions. Topics include persuasion, conformity, aggression, prejudice, interpersonal evaluation and interpersonal attraction.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 361 CURRENT PERSPECTIVES IN SUBSTANCE ABUSE**

This course explores the role of alcohol and other drugs in American society today. It includes a historical overview of psychoactive drug use and abuse, the classification of drugs currently in use, legal issues related to substance abuse, and the resources available for the treatment of abuse problems.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 370 ABNORMAL PSYCHOLOGY**

A study of maladaptive behavior patterns and the therapeutic procedures used to treat such patterns. Maladaptive behavior patterns that are examined include the neuroses, psychosociological disorders, personality disorders, affective disorders, schizophrenia and paranoia.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 397 INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 400 PROCESS: PERSONAL GROWTH PSYCHOLOGY**

A study of personal growth and ways of dealing with choices and changes of life. References to several psychological disciplines are used as a holistic approach to understanding our individuality. A scholarly study of ways of transcending toward higher levels of personality integration.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 420 PHYSIOLOGICAL PSYCHOLOGY**

A study of the physiological events that take place within the human body whenever behavior occurs. Topics will include the neurochemical basis of behavior, sensory coding and processing, the neural basis of emotions, psychological disorders, sleep, sex, learning and memory. The student will explore mind/body medicine, the effects of stress on health and behavior, and how the body and mind heals.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 440 RESEARCH AND STATISTICS IN PSYCHOLOGY**

A study of research design and qualitative and quantitative methods of data collection and analysis. The student selects and carries out independent library and/or empirical research, including a well-developed research paper and oral presentation of research project. Faculty supervision is provided on an individual basis.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 460 EXPERIMENTAL PSYCHOLOGY**

Research designs commonly used in psychology: observational, experimental and quasi-experimental. Steps in conducting research including APA format for writing reports. Includes laboratory/discussion sessions.

**Credits:** 3  
**Offered:** Fall  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 480 CROSS CULTURAL PSYCHOLOGY**

A study of the ways in which cultural factors influence human behavior and how mental processes, including development, learning, emotion, and psychological disorders, are conceived differently around the world, including an emphasis on cross-cultural research methodology.

**Credits:** 3  
**Offered:** Fall and Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 481                    INTERNSHIP IN PSYCHOLOGY**

The experience involves applying the knowledge acquired in prerequisite psychology courses to the community through placement in a mental health clinic/community service agency. Supervision on-site and by practicum supervisor. Written report and evaluation of goals and objectives required.

**Credits:** 3-6  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 490                    SEMINAR IN PSYCHOLOGY**

Special topics course for Psychology, Behavioral Science or Criminal Justice majors. May serve as capstone course for Psychology majors.

**Credits:** 1-9  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 495                    SENIOR SEMINAR: CAPSTONE IN PSYCHOLOGY**

This capstone psychology course is designed to have students analyze, compare and contrast ethical issues related to the need for advocacy across the world. Students in this class will complete an extensive research paper and multiple projects that will target similarities, differences and cross cultural concerns related to psychological advocacy. Throughout the course, students will utilize critical thinking, oral communication, technological literacy and information literacy to disseminate knowledge for the need for global advocacy in psychology.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 580                    PSYCHOBIOLOGY**

Psychobiology is the study of the biology of behavior. Because the production and regulation of behavior is largely the job of the nervous system, this course will involve a study of the central nervous system and how it works. This study of behavioral neuroscience will include the physiological bases of sensation, sex, learning and memory, motivation, cognition, and abnormal behavior. By its very nature, psychobiology is a multidisciplinary field which draws from the fields of biology, psychology, chemistry, mathematics and physics.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 600                    THESIS AND ADVANCED STATISTICS**

Each student will conduct an independent research study. Students will be involved in projects connected to research faculty members. The student's course instructor will supervise this independent study. Students will work closely with faculty to gain the skill set to develop and produce an applied research project. This course will provide the students with knowledge on scientific writing, instrument selection, use and evaluation, and all aspects of data collection, analysis and reporting. Students will be actively working on their individual thesis project working towards final completion during their Practicum in Applied Psychology course.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 699                    PRACTICUM IN PSYCHOLOGY**

This course requires students to work a specified number of hours in the field of psychology based on their specialization area. Students will meet in a classroom setting for group and peer supervision and with the course instructor for individual supervision. Site placement will include supervision with an emphasis in developing appropriate skills training in applied psychological settings. Students need to have completed all master's-level course work with a grade of B- or better to be eligible for placement in this course. Required clinical hours and supervision hours must be met for successful completion of this course. The culmination of this course is the final presentation of the master's thesis.

**Credits:** 1-6  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**PSY 700                    INTERNSHIP IN COUNSELING**

This course offers students an experiential component in their clinical program. Students will be working in the field of counseling while receiving clinical supervision from their academic and site supervisor. This course will inform students' thinking on issues related to professional behavior and advanced counseling skills. Students will be provided with group and individual supervision.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**SAM 604                    MANAGEMENT OF SPORTS BUSINESS**

Application of management theory and practice to sports administration. Emphasis on organizing, structuring and maintaining a successful department. Day-to-day operations reviewed along with facility management, fiscal and budgetary aspects, personnel selection and supervision, public relations, and office management.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SAM 610                    SPORTS MARKETING AND PUBLIC RELATIONS**

The purpose of the course is to expose students to various aspects of the sports marketplace, including, but not limited to, athlete representation, and legal issues including, but not limited to, the Internet, individual and corporate marketing, and public relations strategies. The course will examine trends in the industry, analyzing their present and future effects on both the particular sport and sports in general.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SAM 630                    LEGAL ASPECTS OF ATHLETICS**

General overview of the fundamentals of sports law. Emphasis on those areas of sports law that impinge on the daily business routines of lawyers and sports professionals. Topics include school, coach and medical liability, as well as liability, injuries, warnings, waivers, contracts, and discrimination.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SAM 635                    ISSUES IN INTERCOLLEGIATE AND PROFESSIONAL SPORTS**

An overview of critical issues of national interest in both collegiate and professional sports: Title IX, Gender Equity, scholarships and payment of athletes, recruiting policies, professional agents, and other current matters of prime importance in the field.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SAM 670                    CURRENT TOPICS IN SPORTS MANAGEMENT**

This course addresses various topics of current interest not covered in other courses and particularly related to coaching administrative skills that meet state certification requirements in education or other areas.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SCI 110                    THE BIOLOGICAL WORLD AND LAB**

Introduction to the life-supported systems of nature, emphasizing the diversity and adaptations of organisms in the evolutionary perspective. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 111                    BIOLOGICAL PATTERN AND PROCESS AND LAB**

Introduction to the operation of life-supported systems at various levels of organization, from biochemical to ecological. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 130                    GENERAL CHEMISTRY I AND LAB**

This course provides a background in the basic concepts of chemistry. Topics include discussion of units of measurements, structure of atoms, stoichiometry, types of chemical reactions, concepts of bonding, ideal gases, atomic structure and periodicity and thermochemistry. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** Fall, Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** Prerequisite or corequisite: DQR 100 or permission from the Science Chair

**SCI 131                    GENERAL CHEMISTRY II AND LAB**

This course continues from SCI 130 and presents an introduction to the properties of solutions, chemical kinetics, chemical equilibrium, acid-base chemistry, spontaneous processes and entropy and the chemistry of representative elements from the periodic table. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 130

**SCI 201                    INTRODUCTION TO BIOLOGY AND LAB**

A survey of the main principles of biology and the various forms of life on Earth. Subjects covered will include evolution, genetics, cellular processes, biodiversity and ecology. The material will stress the relevance of the subjects to everyday life and to social, economic, environmental and philosophical problems. The course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 215                    MARINE BIOLOGY AND LAB**

An introduction to marine organisms and their diversity, adaptations and ecological interrelationships. Laboratory and mandatory field trips. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 260                    HUMAN ANATOMY AND PHYSIOLOGY AND LAB**

This course is designed to provide sufficient knowledge of basic human anatomy and physiology in order to serve as a working basis for studies in the allied health professions and in related fields and/or as general knowledge and appreciation of the human body as an integrated whole. The course describes the cellular and tissue structure and function, skeletal, muscular, cardiovascular, digestive, nervous, respiratory, excretory, endocrine and reproductive systems. It also encompasses a survey of major human diseases, development, heredity and aging. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 261                    HUMAN ANATOMY AND PHYSIOLOGY II AND LAB**

Exploration of basic human anatomy and physiology covering the nervous, respiratory, excretory, endocrine and reproductive systems. A survey of major human diseases, development, heredity and aging. This course meets three lecture hours and two lab hours per week.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 260

**SCI 265                    COMPARATIVE VERTEBRATE ANATOMY & PHYSIOLOGY**

This course is an exploration of basic anatomy and physiology of vertebrate animals, and how their evolutionary relationship leads to patterns of similarity of difference within the group. Special focus is placed on how human anatomy and physiology can be understood as a result of evolution from earlier forms.

**Credits:** 4  
**Offered:** As Needed  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 290                    MENDELIAN AND POPULATION GENETICS**

This course focuses on Mendelian and Population Genetics. Starting with an overview of meiosis, to connect the inheritance of traits to DNA and chromosomes, the first third of the course will focus on Mendelian patterns of inheritance in detail, including pedigree analysis. The remainder of the course will cover Population Genetics, expanding on the concepts from Mendelian Genetics through use of the Hardy-Weinberg Theorem to model the evolution of populations.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 301 MEDICAL TERMINOLOGY**

Exploration of the basic elements, meaning and pronunciation of specific medical terms, through an in-depth analysis of root words (Latin and Greek), combining forms, prefixes, suffixes and abbreviations, as well as its clinical applications. Students learn medical terminology by way of content organized by body system, through a unique combination of anatomy and physiology, word building principles, spelling and pronunciation. Clinical applications and pathologies are introduced at the beginning of the semester and covered in detail in conjunction with the various systems and related terminology. The course is designed for science and health care students/professionals who want to learn medical terminology and are pursuing a career in the field of health care or pharmaceutical industries.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** SCI 260

**SCI 325 MICROBIOLOGY AND LAB**

An introduction to the morphology, physiology, life history and ecology of microbes (chiefly bacterial) and viruses. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 110, SCI 111, SCI 130 and SCI 131

**SCI 350 PHYSICS I AND LAB**

Exposition of the fundamental laws and phenomena of mechanics, fluids, heat, wave motion and sound. Emphasis is on the understanding of physical concepts. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** MAT 110, DQR 100 or permission from the Science Chair. MAT 320 as a prerequisite or co-requisite is recommended.

**SCI 351 PHYSICS II AND LAB**

Exposition of the fundamental laws and phenomena of electricity, magnetism, optics, special relativity, and atomic and nuclear physics. Emphasis is on the understanding of physical concepts. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 350

**SCI 360 ECOLOGY AND LAB**

An in-depth study of ecosystems at various levels of pattern and process, broadly emphasizing material/energy interrelationships in concept, time and space. This course meets three lecture hours and three lab hours per week. Laboratory and mandatory field trips.

**Credits:** 4  
**Offered:** Fall, Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 110 & MAT 110

**SCI 390 ORGANIC CHEMISTRY I AND LAB**

This course covers the fundamental topics of organic chemistry, including structure and bonding, bonding and molecular properties, the nature and stereochemistry of alkanes and cycloalkanes, structure and reactivity of alkenes, stereochemistry, mechanisms of the common type of organic reactions and the nomenclature of organic reactions. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 131 or equivalent

**SCI 391 ORGANIC CHEMISTRY II AND LAB**

This course provides a detailed survey of the synthetic reactions of various organic functional groups. The main thrust of the course is the thorough mechanistic understanding of the organic reactions. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 390

**SCI 392 BIOCHEMISTRY AND LAB**

A study of substances found in living organisms and the chemical reactions underlying life processes. The structure and behavior of biomolecules will be discussed with emphasis on carbohydrates, fats (Lipids), proteins and nucleic acids. Other biomolecules will be mentioned. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** None  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 390



**SCI 397 INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**SCI 450 GENETICS AND LAB**

A study of the nature, inheritance and expression of genes. Laboratory work emphasizes genetic experimentation and statistical analysis of genetic data. This course meets three lecture hours and three lab hours per week.

**Credits:** 4  
**Offered:** Fall  
**Lab Fee:** \$30  
**Pre-Reqs:** SCI 325 & MAT 110 OR SCI 325 & DQR 100 & DQR 200

**SCI 460 MOLECULAR BIOLOGY AND LAB**

In this course we examine the structure and function of nucleic acids in living cells, the use of nucleic acids in various fields of scientific inquiry, and the techniques of molecular biology and biotechnology. Some of the topics covered with include: the structure and replication of DNA, transcription and translation, genomics, epigenetics, and molecular phylogenetics. Some techniques that will be used in lab include: PCR, genetic sequencing, DNA electrophoresis, genetic cloning, and genetic transformation. This course is typically offered in the spring semester.

**Credits:** 4  
**Offered:** Spring  
**Lab Fee:** \$30  
**Pre-Reqs:** None

**SCI 485 BIOLOGY INTERNSHIP**

Opportunity for biology majors to gain on-the-job experience through an internship placement.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Advisor/dean permission, 2.5 cumulative GPA in major and/or departmental approval

**SCI 490 BIOLOGY SENIOR SEMINAR**

This capstone course for biology majors addresses special topics. Prerequisites: Senior standing and permission of biology program coordinator.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** Senior standing and permission of biology program coordinator.

**SCI 491 EVOLUTION**

This course is an in-depth examination of the forces and processes in biological evolution, building partially on the concepts from both Population Genetics and Molecular Biology. This course is typically offered in the spring semester.

**Credits:** 3  
**Offered:** Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SCI 495 SPECIAL TOPICS**

This seminar course in Biology is a topic based course designed to expose the student to a specific subject area of within the field of Biology. This course allows the student to fully explore the intricate facets of the seminar topic, and develop a comprehensive understanding of the subject matter. In addition, this is a variable content course and may be offered with a different focus during the semesters offered.

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**SOC 110 INTRODUCTION TO SOCIOLOGY**

A survey course designed to introduce the student to the science of sociology. Students are introduced to the fundamental concepts of social relationships and group life. Culture, social institutions and deviance are discussed.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**SOC 200 RESEARCH METHODS**

This course consists of a basic introduction to research design and qualitative and quantitative methods of data collection and analysis. Through review of research studies, students will learn to be informed consumers of social science research, and to apply their understanding of research to a critical analysis of contemporary social issues. The importance of evidence and bias will be emphasized, with a focus on application to social policy and a broad range of disciplinary practice. Students will be encouraged to seek out research studies of interest to them, and to critically analyze and interpret the ways findings inform their field.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SOC 220                    FAMILY AND SOCIETY**

Study of the institutional character of the family, its history and its relationship to other institutions. Problems encompassing premarital concerns, internal dynamics of family life, children and divorce are discussed.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** SOC 110

**SOC 335                    CONTEMPORARY SOCIAL PROBLEMS**

A presentation of methods of identifying social problems. Analysis of such problems as crime, drug abuse, discrimination and disadvantage, family disorganization, ecology, and armed conflict is discussed.

**Credits:** 3  
**Offered:** Fall, Spring  
**Lab Fee:** None  
**Pre-Reqs:** None

**SOC 397                    INDEPENDENT STUDY**

**Credits:** 1-9  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**SOC 450                    RACE AND ETHNICITY**

In this course students will use the sociological perspective to examine race and ethnicity. Topics include the historical conditions of various racial-ethnic groups in the United States, as well as challenges facing minorities today.

**Credits:** 3  
**Offered:** As Needed  
**Lab Fee:** None  
**Pre-Reqs:** None

**ZEDU 001                    GENERAL KNOWLEDGE PREPARATION CLASS**

This course reviews skills, competencies and strategies necessary for successfully completing the General Knowledge Exam. Math review includes arithmetic, algebra, geometry/measurement, probability/statistics and logical reasoning. Verbal preparation includes reading comprehension, English language skills and essay writing.

**Credits:** 0  
**Offered:** Fall;  
**Lab Fee; Pre-Reqs:** None





## Chapter X.

# University Community

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Kunta Norwood, B.S., M.S.  
Assistant Men's Basketball Coach

Amy Bellisari, B.A.  
Head Softball Coach

Jillian Dorsch, B.S.B.A., M.Ed.  
Assistant Softball Coach

Cally Morrill  
Head Women's Soccer Coach

Harry Lockwood  
Assistant Women's Soccer Coach

John T. Rootes, B.S.B.A, M.S.  
Head Men's Soccer Coach

Anthony Despirito.  
Assistant Men's Soccer Coach

Adam Milewski B.A.  
Head Volleyball Coach

Lydee Plexico B.A., M.P.A.  
Assistant Volleyball Coach

Michael Perez, B.A.  
Head Men's and Women's Tennis Coach

Clara Perez B.A.  
Assistant Women's Tennis Coach

Paolo Volpicelli B.S.  
Assistant Men's Tennis Coach

Nikole Alvarez, B.S., M.S.  
Head Women's Swimming Coach

Iulian Milinkovskyl  
Assistant Women's Swimming Coach

Chris Wood B.S., M. Ed., CSCS, USAW, USTFCCCA  
Head Women's Cross Country Coach

Brian Kingsbury, B.S., M.S.  
Head Coach Men's Lacrosse

Michael Wilus  
Assistant Lacrosse Coach

Lloyd Hamilton  
Assistant Lacrosse Coach

## AUXILIARY SERVICES

Johanna Bautista, B.S.  
Groups and Conferences/Online Bookstore Coordinator

Matthew Chaloux, B.A., M.B.A.  
Director of Auxiliary Services

Marlynda Comiskey  
Office Manager

Jean Dure  
Evening Supervisor

Michelle Pelage  
Lead Housekeeper

John "Andy" Etheridge  
Grounds Manager

Robert Kaputa  
Assistant Director of Facility Services

Mike Moes  
Director of Mechanical Services

Paul C. Rinschler, A.A.  
Transportation Coordinator

## BOOKSTORE

Rita Loureiro, A.A.  
Bookstore Manager

Guadalupe Hernandez  
Bookstore Clerk

## PERPER MAILROOM

Michael L. Clyburn Jr., B.S., M.B.A.  
Mailroom/Warehouse Supervisor

Stephanie Canonica  
Mailroom Clerk

David Robinson  
Mailroom Clerk

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Andrew Aaron, B.A., M.B.A., M.S.  
Data Operations Specialist

Mohamed Abdalla, B.S., M.B.A.  
Assistant Director of Graduate and iLynn Admisson



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Miguel Antunes, B.S.  
Admission Counselor

Katie Arriola, B.S., M.B.A.  
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Susan Bronstein, B.S.  
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Herns Jourdan, B.S.  
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Dian President  
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Associate Dean

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Joel Hoover, B.A., M.S.  
Coordinator of Student Conduct and Community Standards

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Case Manager

Dawn Matic  
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Chief

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Assistant Chief

Loren Cohen, B.S., M.B.A.  
Captain

Robert D'Agostino  
Sergeant

Amanda Peterson  
Sergeant

Thomas Kirkham  
Officer

Raymond Lauderback  
Sergeant

Travis Major  
Sergeant

Melissa Jensen  
Dispatcher

Frances (Lilly) Polley  
Dispatcher

Jose Pezo  
Officer

Robert Sokul, B. S., M.S.  
Officer

William Wells  
Officer

Patrick Pierre  
Officer

Guitto Charles  
Officer

Cheryl Payne  
Officer

Rodguer Paul  
Officer

Alex Scott  
Officer

Thomas Killian  
Officer

Louis Noel  
Officer

Demetris Howard  
Officer

Jeannette Colon  
Officer

Luis Cano  
Officer

William Levy  
Officer

Tyrone Baker  
Officer

Daniel Zurlo  
Officer

Wisrick Chelot  
Officer

Jessica San Marco  
Dispatcher

Thomas Dean  
Officer

Eamon Conway  
Dispatcher

Albert Newton, Jr.  
Officer

Roselaine Angilot  
Officer

James Barr  
Officer

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Coordinator

Kara Bailey, B. S., M.B.A.  
Coordinator

## **HEALTH CENTER**

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Director

Barbara Jo Bach, B.S.N., R.N.  
Staff Nurse

Jennifer Bridie, B. A.  
Administrative Assistant

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Nicole R. Ovedia, L.C.S.W.  
Director, Licensed Psychotherapist

Gail DeCina, L.C.S.W., C.A.P.  
Substance Abuse Prevention and Treatment Specialist  
Licensed Psychotherapist

Kelly Farrell, L.M.H.C.  
Licensed Psychotherapist

Sandra Whitmer, L.M.H.C., N.C.C.  
Licensed Psychotherapist

Jeffrey Landsman, M.C.S., L.C.S.W.  
Licensed Psychotherapist (Part-time)

Ida T. Yung  
Administrative Assistant

Cesar L. Benarroche, M.D.  
Part-time Psychiatrist

## **HOUSING & RESIDENCE LIFE**

Meagan Elsberry, B. S., M.S.  
Director

Hannah Link, B.S., M. S.  
Area Coordinator

## **STUDENT INVOLVEMENT**

Theresa Osorio, B. S., M.S., Ed. D.  
Assistant Dean

Becca Bender, B.A., M.Ed.  
Coordinator

Laurie Schulz, B.A., M.A.  
Coordinator

Jawaun Rogers, B.S., M.A.  
Coordinator

## **WOMEN'S CENTER**

Charlotte Muriel, B.S., M.A.  
Director of Women's Center

## **INTERNATIONAL STUDENT SERVICES**

Erin Hari, B.S., M.Ed.  
Director

Morayma James, B.S., M.B.A.  
International Student Advisor

Deidra Hendricks  
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