



CALIFORNIA SOUTHERN UNIVERSITY CATALOG: 06/01/2017-12/31/2017





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The History of California Southern University

The university was incorporated in the State of California in 1978 as Southern California University for Professional Studies. In 2007 the university changed its name to California Southern University. From initial offerings at the associate degree level, the university expanded to bachelor's, master's, and doctoral degrees delivered entirely through distance learning methodologies. Learners are enrolled worldwide pursuing degrees in business, criminal justice, law, law enforcement, nursing, education and behavioral sciences.

1. GENERAL INFORMATION



ACCREDITATION AND APPROVALS

California Bureau for Private Postsecondary Education

California Southern University is a private university approved to operate by the California Bureau for Private Postsecondary Education. The university was founded in 1978, originally under the name Southern California University for Professional Studies, and has been continuously approved by the State of California to offer undergraduate and graduate level degrees and certificates.

Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to:

Bureau for Private Postsecondary Education
2535 Capital Oaks Drive, Suite 400, Sacramento, CA 95833
Phone: 888-370-7589 / Fax: 916-263-1897 / bppe.ca.gov

As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.

Western Association of Schools and Colleges Senior College and University Commission

California Southern University is accredited by the Western Association of Schools and Colleges WASC Senior College and University Commission (WSCUC).

WASC Senior College and University Commission
985 Atlantic Avenue, #100, Alameda, CA 94501
Phone: 510-748-9001 / www.wascsenior.org

The Accreditation Council for Business Schools and Programs

California Southern University is a candidate for accreditation of its business programs through the Accreditation Council for Business Schools and Programs (ACBSP). www.acbsp.org

The Commission on Collegiate Nursing Educations

The baccalaureate degree in nursing / master's degree in nursing at California Southern University is a new applicant pursuing initial accreditation by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791. New applicant status is neither a status of accreditation nor a guarantee that accreditation will be granted.

Committee of Bar Examiners

California Southern University School of Law is registered as an unaccredited correspondence law school with the Committee of Bar Examiners of the State Bar of California. This allows graduates of the JD program who have complied with Title 4, Division 1 of the Rules of the State Bar of California to sit for the California Bar Exam and upon passing the Bar Exam, to practice law in California.

The School's degree-granting authority in connection with Learners qualifying to take the California Bar Examination and obtain admission to the practice of law in California is based on its registration as an unaccredited law school with the Committee of Bar Examiners.

Board of Psychology

The Board of Psychology of the State of California accepts California Southern University's Doctor of Psychology (PsyD) degree as meeting the educational requirements for licensure as a psychologist in California. Persons interested in licensure are advised to contact the Board of Psychology in Sacramento, California to determine what other requirements may exist for licensure.

Board of Behavioral Sciences

The Board of Behavioral Sciences in the State of California accepts California Southern University's Master of Arts in Psychology (MA) degree as meeting the educational requirements for licensure as a marriage and family therapist (MFT) in California as well as for licensure as a licensed professional clinical counselor (LPCC) in California. Persons interested in licensure are advised to contact the Board of Behavioral Sciences in Sacramento, California to obtain a complete listing of all requirements for licensure.

California Consortium of Addiction Programs and Professionals

California Southern University is listed as an approved educational provider by the California Consortium of Addiction Programs and Professionals (CCAPP) for the Pre-Baccalaureate Certificate in Addiction Studies. The Certificate in Addiction Studies meets the educational requirement for certification. Persons interested in certification are encouraged to contact the California Certification Board of Alcohol and Drug Counselors to obtain a complete listing of all requirements for certification.

The Association for Addiction Professionals

California Southern University is listed as a approved educational provider by the Association for Addiction Professionals (NAADAC) for the Pre-Baccalaureate Certificate in Addiction Studies. The Certificate in Addiction Studies meets the educational requirement for certification. Persons interested in certification are encouraged to contact the National Certification Commission to obtain a complete listing of all requirements for certification.

United States Department of Veterans Affairs

California Southern University is eligible to receive education benefits awarded by the United States Department of Veterans Affairs (DVA). This applies to the Associate, Bachelor's, Master's, and Doctoral degrees as well as the undergraduate and graduate certificate programs. Veterans and eligible spouses or dependents who believe they may qualify for GI benefits should contact their VA office for details. The California Southern University Facility Code is 21900605.

INTRODUCTION

Mission Statement

The mission of California Southern University is to provide high quality undergraduate and graduate degrees and educational programs to adult Learners throughout the world using distance learning methodologies. The university is dedicated to providing a rich and dynamic educational experience to those who choose the freedom and flexibility of distance learning to satisfy their educational and professional goals. The university is committed to cultivating an environment of academic integrity while stimulating intellectual curiosity through a respectful exchange of ideas with faculty mentors and fellow Learners.

Educational Goals

- Provide high quality, affordable educational programs guided by clear and appropriate learning outcomes.
- Provide a Learner centered community of academic support and faculty engagement.
- Extend an institutional culture characterized by candor, transparency, research, scholarship, and best professional and ethical practices.
- Maintain a highly qualified, diverse faculty to ensure academic quality and to support the educational objectives of the university.
- Ensure academic freedom for faculty, staff and Learners.
- Offer flexibility in the online delivery of programs to meet the needs of the university's diverse Learner population.
- Engage in data driven assessment for the purpose of continual institutional learning and improvement.

Institutional Learning Outcomes

Graduates from California Southern University will be able to:

- Apply specific subject matter in a chosen field of study that leads to personal and professional development.
- Utilize a variety of information accurately and appropriately.
- Effectively communicate in writing across settings, purposes, and audiences.
- Effectively communicate orally demonstrating well-organized thoughts, ideas, and opinions in a coherent presentation.
- Apply the use of logic, numbers and/or mathematics to a scientific system of inquiry from which to draw logical conclusions.
- Make informed decisions that meet professional standards of ethical and legal behavior.
- Exercise critical thinking and reasoning in judgment, decision making, and problem solving.
- Integrate awareness of cultural diversity issues in a global society.

Distance Learning at CalSouthern

California Southern University offers undergraduate and graduate degree programs for adult Learners in the fields of business, behavioral sciences, nursing, education, law, and criminal justice and law enforcement. Our programs consist of four key components: **Distance Learning, Active Self Learning, Faculty Mentoring, and Learner Services.**

Distance Learning at California Southern University is delivered over the Internet where the Learner and the faculty mentor are not located in the same place. Learning is largely asynchronous, meaning that while working within the semester time frame, the Learner decides when to access and complete required weekly assignments. With no classroom attendance required, Learners' work and home life remain intact.

The principle of **Active Self Learning** is that the Learner participates in creating their own learning process. Active Self Learning recognizes that adult Learners have different learning needs and styles. It emphasizes learning that is meaningful, where individuals are involved in and enjoy the learning process, and where individuals acquire knowledge not just for its own sake but to solve problems and to better understand and benefit their own lives and the global community. Active Self Learning does indeed require maturity and self-motivation, but the benefits last a lifetime.

Faculty Mentors provide support to the Learner in the Active Self Learning process. Mentors guide and stimulate the learning process through one-on-one online communication by answering questions and evaluating the individual Learner's work. Mentors recognize individual learning styles and needs, encourage contact, and emphasize the relevance of the material to the individual's real life situation.

In addition to course instruction, the university provides a variety of other **Learner Services.**

Online Learners access all of their course material and services through the *CalSouthern Learning Center*. Learners must provide their own computer access. Upon first registration, Learners receive a unique log-in and instructions for accessing a variety of materials for each course, including a course outline and detailed syllabus and study guide, a list of textbooks and other resources for the course, and information on how to contact the faculty mentor assigned to the course.

The *CalSouthern Library* services the library research needs of Learners. A description of library services is provided in the Academic, Administrative, Financial Policies section of the Catalog, and the resources are accessed through the CalSouthern Learning Center.

Academic Advisors guide the Learners through their chosen program of study by approving course registrations, answering questions about the academic programs and assisting Learners with their course progress and degree plans.

Learner Accounts manages tuition and fee billings and answers questions about payment processing and account balance.

The *Registrar* processes student records including course registrations, grades, transcripts and graduations.

The *Director of Clinical Training* approves Clinical Training placements and related documents. The Director also facilitates a live online web conference in which Learners discuss their cases and clinical concerns.

The *Military Programs Administrator* provides guidance about financial benefits available for veterans and active duty military and serves as the School Certifying Official for veterans' benefits.

The university provides *Disability Services* by offering reasonable accommodations to qualified Learners with disabilities in all university programs and activities.

Technical Support provides computer and website technical assistance to online Learners.

DEGREE AND CERTIFICATE PROGRAMS

California Southern University is structured into the following Schools and programs:

School of Business

- Associate of Arts in Liberal Studies (AALS)
- Bachelor of Business Administration (BBA)
- Bachelor of Applied Science (BAS)
- Master of Business Administration (MBA)
- Doctor of Business Administration (DBA)
- Certificate in Management (CBM)
- Certificate in Financial Management (CBFM)
- Certificate in Human Resource Management (CBHR)
- Certificate in International Business (CBIB)
- Certificate in Leadership (CBL)
- Certificate in Project Management (CBPM)
- Certificate in Strategic Leadership (CBSL)

School of Criminal Justice and Law Enforcement

- Bachelor of Science in Criminal Justice (BSCJ)
- Master of Science in Law Enforcement Executive Leadership (MSLEEL)

School of Behavioral Sciences

- Bachelor of Arts in Psychology (BA)
- Master of Arts in Psychology (MA)
- Master of Science in Psychology (MS)
- Doctor of Psychology (PsyD)
- Certificate in Addiction Studies (CPAS)
- Certificate in Alcoholism and Chemical Dependency (CPACD)
- Certificate in Healthcare Services (CPHCS)
- Certificate in Pastoral Counseling (CPPC)
- Certificate in Industrial and Organizational Psychology (CPIOP)
- Certificate in Sport Psychology (CSPS)

School of Law

- Juris Doctor (JD)
- Master of Science in Law (MSL)
- Master of Science in Dispute Resolution (MSDR)
- Master of Laws (LLM)

School of Nursing

- Bachelor of Science in Nursing (BSN)
- Master of Science in Nursing (MSN)

School of Education

- Master in Education (M.Ed)

The Academic, Administrative, and Financial Policies and Procedures sections of the university catalog apply to all schools within the university.

Each school has additional policies and procedures that pertain only to its programs. Please refer to the section in this catalog for each academic program for full information on policies and procedures.

ADMISSION REQUIREMENTS AND PROCEDURES

California Southern University offers associate, bachelor's, master's, doctoral and Juris Doctor degrees in programs designed to meet the needs of adult Learners. Meeting the admission requirements is an indicator that a Learner is qualified to enter and complete the degree program. However, California Southern University emphasizes that success in completing degree requirements is dependent on a Learner's commitment to the educational process.

California Southern University may accept semester credits in transfer toward degree programs for coursework completed at appropriately accredited postsecondary institutions. Appropriately accredited postsecondary institutions are defined as those accredited by an accrediting agency recognized by the United States Department of Education, or by an accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) or, for non-United States institutions, an educational institution approved by an equivalent authority.

Prospective Learners are encouraged to review this catalog prior to signing an enrollment agreement. In addition, Learners are encouraged to review the School Performance Fact Sheet which must be provided prior to signing an enrollment agreement.

Getting Started

California Southern University courses are all offered 100% online. Courses start on the first day of every month so learners have the courses they need when they need them. The Application for Admission is available on the California Southern University website. Official transcripts from previously attended high schools, technical colleges, colleges and universities must also be submitted at the time of application. To be official, a transcript must be sent directly from the Registrar at previously attended institutions to the Office of the Registrar at California Southern University. Only official transcripts will be evaluated. The application fee must be received before the application will be evaluated. When the applicant is accepted, a Degree Plan will be prepared listing the academic requirements that must be satisfied.

International Transcripts – It is the applicant's responsibility to have their foreign transcripts evaluated for course equivalency by an agency approved by California Southern University. The approved evaluation agency must use official transcripts.

The original evaluation, in English, must be sent by the evaluation agency directly to the Office of Enrollment Services at California Southern University.

An English translation of the transcript must also accompany the official transcript if it is not already in English.

Application and Enrollment Process

Prospective Learners must apply to the Office of Enrollment Services for acceptance by submitting:

- The Application for Admission.
- Official transcripts from previously attended educational institutions, military training and for College Level Examination Program (CLEP) or DANTES Subject Standardized Test Program (DSST) results (if applicable)
- A Personal Statement (for applicants to graduate level programs).
- A copy of the certified DD-214 or 5454R Military Evaluation (if applicable).
- An official international transcript evaluation and evidence of English proficiency (if applicable).
- The application fee.

As an aspiring applicant to California Southern University, a Personal Statement is an integral component of the admissions process, and is required of all graduate applicants. The Personal Statement should address how the applicant's background, education, professional experiences and computer literacy have prepared them for success as an active independent Learner. A clear and concise illustration of how the above criterion combined with one's personal motivation should be included. (Juris Doctor and MSL Learners should refer to the Admissions Requirement for details on their Personal Statement).

The Academic Evaluation Team uses the Personal Statement to assess writing ability, readiness to pursue a graduate degree, and potential for success as a distance Learner at California Southern University. The Personal Statement should be one to two pages in length, use Times New Roman, 12 point font, and be double spaced. The Personal Statement is an important evaluative component of the admission process. Therefore applications for the graduate programs will not be considered complete until the Personal Statement has been submitted.

Upon receipt of the completed Application for Admission, California Southern University evaluates the applicant's academic preparation for the desired degree program and makes an admission determination. In order to enroll, all accepted applicants are required to complete and submit an Enrollment Agreement, which outlines the terms of the enrollment and financial obligations for the course/program. The accepted applicant reviews the degree plan and accesses and electronically signs the Enrollment Agreement and disclosures online. As part of finalizing the enrollment, the Learner is responsible for providing a copy of a government-issued photo identification which becomes part of the Learner's record.

After the Enrollment Agreement is approved by the university, an academic advisor is assigned to guide the Learner through the chosen program of study. California Southern University assigns a faculty mentor for each course and the Learner is then able to access the syllabus as well as other necessary course materials. Additional instructions, communications, questions and answers concerning the course are handled directly between the Learner and faculty mentor through the **CalSouthern Learning Center**. After completion of all course requirements, the Learner will receive a course grade.

When all academic, financial and administrative requirements are satisfactorily completed, the degree will be conferred and a diploma issued.

Acceptance Denied for Conduct Policy

California Southern University reserves the right to evaluate and document special cases and to refuse or revoke admission if the university determines that the applicant or Learner poses a threat, is a potential danger, is significantly disruptive to the CalSouthern community, or if such refusal or revocation is considered to be in the best interest of the university.

Applicants for admission to the university are expected to abide by the Learner Code of Conduct and may be denied acceptance under the **Denied for Conduct Policy (DC)** effective when applicants exhibit behaviors such as physical abuse, verbal abuse, threats, intimidation, defamation, harassment, and other behaviors listed in the Learner Code of Conduct.

The university also reserves the right to refuse admission for applicants that have been expelled or suspended from, or determined to be a threat, potential danger or significantly disruptive by another institution. Learners whose admission is revoked after enrollment must be given due process. Any refunds issued to such Learners shall be in accordance with the university's Refund, Cancellation and Withdrawal Policies.

Acceptance Expiration Policy

After applicants are accepted into an academic program at the university, their acceptance is valid for the number of days listed on their acceptance letter. Applicants whose acceptance expires before they enroll in the program may reapply within six months of the acceptance date and pay a reapplication fee.

The full application fee is due from an applicant whose acceptance has expired if the reapplication occurs beyond six months of the acceptance date. When an accepted applicant enrolls in their academic program, they are required to enroll in and start their first course within one of the next three consecutive start dates following their enrollment.

Admission Requirements for the Associate Degree

- Associate of Arts in Liberal Studies (AALS)

Admission into the associate degree program requires a high school diploma from an appropriately accredited institution or a GED.

The associate degree requires a total of 60 semester credits.

California Southern University may accept a maximum of 45 semester credits in transfer toward the associate degree for course work completed at an appropriately accredited postsecondary institution. In addition, credit earned on national examinations such as the College Level Examination Program (CLEP) and the DANTES Subject Standardized Test Program (DSST), or in military education may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, California Southern University must have official transcripts of college work, official transcripts of CLEP results, and a certified copy of the DD-214 for military schooling or military transcripts.

Admission Requirements for the Bachelor's Degrees

- Bachelor of Business Administration (BBA)
- Bachelor of Arts in Psychology (BA)
- Bachelor of Applied Science (BAS)
- Bachelor of Science in Criminal Justice (BSCJ)
- Bachelor of Science in Nursing (BSN)

Admission into the bachelor's degree programs requires a high school diploma from an appropriately accredited institution or a GED.

Admission into the Bachelor's Degree in Nursing program requires current licensure as a registered nurse in the state where the applicant practices.

The bachelor's degree requires a total of 120 semester credits.

California Southern University may accept a maximum of 90 semester credits in transfer toward the bachelor's degree for course work completed at an appropriately accredited postsecondary institution. In addition, credit earned on national examinations such as CLEP and DSST, or in military service schools may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, California Southern University must have official transcripts of college work, official transcripts of CLEP results, and a certified copy of the DD-214 for military schooling or military transcripts.

Block Transfer

If the applicant has earned an Associate Degree from an appropriately accredited institution in the discipline of the degree being sought, a block transfer is possible. In this case, 60 credits from the Associate's Degree will be applied toward the 120 credits required for the bachelor's degree. Up to 30 additional credits earned after the Associate's degree conferral date are also eligible for transfer evaluation using the criteria listed above.

Admission Requirements for the Master's Degrees

- Master of Arts in Psychology (MA)
- Master of Business Administration (MBA)
- Master of Science in Dispute Resolution (MSDR)
- Master of Science in Law (MSL)
- Master of Science in Law Enforcement Executive Leadership (MSLEEL)
- Master of Science in Nursing (MSN)
- Master of Science in Psychology (MS)
- Master in Education (M.Ed)

Admission to the MA, MBA, MS, MSLEEL, MSL, M.Ed and MSDR require a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution.

MBA applicants must have previously completed a bachelor's degree in a business cognate area or have a minimum of 3 years professional experience in business, industry, or a non-profit organization. MBA applicants who do not meet this criteria must successfully complete MGT 85900, Business Management, prior to enrolling in their first MBA course.

The MSN requires a bachelor's of science in nursing and a valid RN license. See section on School of Nursing for details on all application requirements.

All graduate program applicants must submit a Personal Statement as defined in the Application and Enrollment Process.

The Academic Evaluation Team uses the Personal Statement to assess writing ability, readiness to pursue a graduate degree, and potential for success as a student at California Southern University. The Personal Statement should be one to two pages in length and double spaced. The Personal Statement is an important evaluative component of the admission process. Therefore, applications will not be considered complete until the Personal Statement has been submitted.

California Southern University may accept a maximum of 6 graduate semester credits in transfer toward the MBA, MSL, M.Ed, MSLEEL, MSN or MS and a maximum of 12 credits towards the MA. Credit earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer.

To enable the evaluation of prior college work, official transcripts must be provided to California Southern University.

Admission Requirements for the Doctoral Degrees

- Doctor of Business Administration (DBA)
- Doctor of Psychology (PsyD)

Admission to the doctoral degree programs requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution as well as a master's degree in the field of study or related field from an appropriately accredited postsecondary institution. If the applicant has earned a master's degree in another field from an appropriately accredited postsecondary institution, the applicant may petition the team to evaluate the foundational readiness to be successful in the program. In this case, the team may require the completion of prerequisite courses.

PsyD Degree - 6 Prerequisite Courses

- PSY 86502.1 Counseling Theories and Strategies
- PSY 86801 Therapeutic Boundaries
- PSY 86508.1 Culture and Diversity in Counseling
- PSY 86505.1 Lifespan Development
- PSY 86506.1 Psychotherapy
- PSY 86511.1 Substance Abuse and Related Disorders

DBA Degree - 5 Prerequisite Courses

- MGT 86500 Business Organization and Management
- MGT 86519 Ethics in Business
- MGT 86512 Managerial Accounting for Decision Making
- ECO 86501 Economics for Organizational Management
- MKT 86502 Marketing Management

California Southern University may accept a maximum of 30 semester credits in transfer for courses completed at an appropriately accredited postsecondary institution toward the DBA or PsyD programs. The courses must be doctoral level courses completed with a grade of B or better and the courses must be directly related to the respective degree program at California Southern University. Applicants to these programs must also submit a Personal Statement as defined in the Application and Enrollment Process.

Admission Requirements for the Juris Doctor Degree

Admission to the JD degree program requires an earned bachelor's degree from an appropriately accredited postsecondary institution or its equivalent recognized by the Committee of Bar Examiners of the State Bar of California (CBE). Applicants to the JD degree program must submit a Personal Statement that discusses the ways in which the applicant's background, education, and professional experiences prepares the applicant for the study of law and the ways in which his/her personal qualities will contribute to success as a distance Learner. The team uses the Personal Statement to assess writing ability, readiness to pursue a law degree, and potential for success as a student at California Southern University School of Law. The Personal Statement should be one to two pages in length and double spaced. The Personal Statement is an important evaluative component of the admission process. Therefore, applications for the JD degree program will not be considered complete until the Personal Statement has been submitted.

The School of Law accepts applications from Learners seeking to transfer from other law schools, provided the applicant has either successfully passed the First-Year Law Students' Examination or became exempt while attending an accredited law school. Applicants seeking advanced standing must submit official transcripts of all previous law study. All prospective transfer Learners are individually evaluated for purposes of awarding transfer credit. Among the factors considered in such an evaluation are the grades of the applicant in law courses completed, the law school where the courses were completed, and the period of time since the courses were completed. A maximum of two years of transfer credit may be awarded.

All applicants who wish to be admitted as second or third year Learners must obtain an Evaluation of Law Study Completed and Contemplated from the CBE. The School of Law will assist transfer students in the preparation of a proposed plan of study for submission to the CBE.

Applicants previously disqualified or dismissed from any academic institution for academic reasons may be granted admission to the School of Law when there is an affirmative showing by the applicant that he or she possesses the requisite ability for the study of law.

Such a showing may be made:

- At any time, if the applicant presents credible evidence that the prior disqualification or dismissal was not caused by the applicant's lack of capacity for the study of law, but instead resulted from a traumatic event or serious hardship that prohibited the applicant from performing at her or his normal level; or

B. After at least two (2) years have elapsed since the disqualification or dismissal, if the applicant demonstrates that work, study, or other experience during the interim has resulted in a stronger potential for law study than the applicant exhibited at the time he or she was disqualified or dismissed for academic reasons. In each case the dean of the School of Law must approve admission of the applicant.

Admission Requirements for the Master of Laws Degree

Admission to the LLM degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution, as well as a juris doctor degree from an accredited law school or a law school registered with the Committee of Bar Examiners of the State Bar of California.

Applicants who have completed a law degree outside of the United States must demonstrate their law degree is the equivalent of an American JD degree.

Applicants with a foreign law degree must obtain a credential evaluation report from a credential evaluation service approved by the Committee of Bar Examiners.

Applicants to the LLM program must submit a Personal Statement as defined in the Application and Enrollment Process, as well as a Curriculum Vitae or resume.

Admission Requirements for the Pre-Baccalaureate Certificate Program

- Certificate in Addiction Studies
- Certificate in Leadership

Admission into the Pre-Baccalaureate Certificates requires a high school diploma from an appropriately accredited institution or a GED.

The Pre-Baccalaureate Certificate in Addiction Studies requires the completion of a minimum of 27 semester credits.

The Pre-Baccalaureate Certificate in Leadership requires the completion of a minimum of 15 semester credits.

California Southern University may accept a maximum of 6 semester credits in transfer for which a grade of "C" or higher was earned in a course equivalent to certificate courses from an appropriately accredited institution. To enable the evaluation of prior college work, official transcripts must be provided to California Southern University.

Admission Requirements for the Post-Baccalaureate Certificate Programs

- Post-Baccalaureate Certificates in Business
- Post-Baccalaureate Certificates in Psychology

Admission to the Post-Baccalaureate Certificate Programs requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution.

The post-baccalaureate certificates in both business and psychology require 18 graduate semester credits completed beyond the bachelor's degree.

California Southern University may accept in transfer a maximum of 3 graduate level semester credits earned with a grade of "B" or better toward the post-baccalaureate certificate in business or psychology. To evaluate prior college work for potential transfer credits, official transcripts must be provided to California Southern University.

Admission Requirements Documentation of High School Education

The High School Attestation form is intended for those undergraduate applicants who are unable to get their high school diploma due to weather, political circumstances, civil unrest, or other events in the location where they completed their high school education.

If the applicant completed their high school education (or equivalent) more than ten (10) years prior to their application date, then an attestation form may be used in lieu of official documentation of high school completion. For international applicants, a credential evaluation is not required for high school level education. Supporting documentation such as an unofficial transcript or diploma is preferred in these cases, but not required.

If the applicant has successfully completed college coursework with a grade of C (2.0 on a 4-point scale) or better, then no high school transcript is required. An attestation form is still required.

If the applicant uses the attestation form, but is unable to provide documentation of high school completion, then the applicant must use the indicated field on the high school attestation form to explain the reason why this documentation is not available.

Admission Requirements for International Applicants

Learners whose primary language is not English must have a sufficient command of the English language to benefit from instruction at this university. Coursework is offered in English through English textbooks and through consultation and critique by English speaking faculty mentors. Therefore, Learners must be able to communicate effectively in English to complete courses.

The university does not provide English language, translation or visa services and does not vouch for student status with respect to visa applications.

Applicants whose native language is not English and who have not earned a degree from an appropriately accredited institution where English is the principal language of instruction must provide evidence of English proficiency in one of the following ways:

Undergraduate:

- A minimum score of 500 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 61 on the Internet Based Test (iBT), a 6.0 on the International English Language Test (IELTS) or 44 on the Pearson Tests of English Academic Score Report.
- A high school diploma completed at an appropriately accredited/recognized high school (where the medium of instruction is English).

Master's Degree:

- A minimum score of 530 on the paper-based Test of English as a Foreign Language (TOEFL PBT) or 71 on the Internet Based Test (iBT), 6.5 on the International English Language Test (IELTS) or 50 on the PTE Academic Score Report.

LLM and First Professional Degree or Professional Doctoral Degree:

- A minimum score of 550 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 80 on the Internet Based Test (iBT), a 6.5 on the International English Language Test (IELTS), or 58 on the PTE Academic Score Report.

Or:

- A minimum score of Level 3 on the ACT COMPASS English as a Second Language Placement Test;
- A minimum grade of Pre-1 on the Eiken English Proficiency Exam;
- A transcript indicating completion of at least 30 semester hours of credit with an average grade of "C" or higher at an appropriately accredited*/recognized accredited college or university where the language of instruction was English; "B" or higher for master's, first professional degree or professional doctoral degree.

*Accredited by an agency recognized by the United States Secretary of Education and/or the Council for Higher Education Accreditation (CHEA), or an accepted foreign equivalent that is listed in the International Handbook of Universities.

The TOEFL code number for California Southern University is 8869. For additional information, contact contact University Admissions.

Additional Admission Requirements Applicants with Foreign Degrees/Foreign Academic Evaluations

In addition to the Admission Requirements and Procedures listed previously, applicants who have degrees from foreign institutions of higher education must have these credentials evaluated by a recognized evaluating agency such as:

- World Education Services, Inc. (www.wes.org)
- International Education Research Foundation, Inc. (www.ierf.org)
- Educational Credential Evaluation, Inc. (www.ece.org)

Applicants to the JD degree and LLM programs must obtain a credential evaluation from a credential evaluation service approved by the Committee of Bar Examiners of the State Bar of California.

It is recommended that applicants obtain a course-by-course evaluation. This evaluation is intended to ensure that the foreign courses and degrees are equivalent to the courses and degrees offered by institutions of higher education in the United States.

For more information, contact the Office of Admissions.

ELECTRONIC COMMUNICATION

Electronic communication is the preferred communication medium for Learners, faculty and staff. In order to take advantage of this technology, it is required that Learners, faculty and staff acquire and maintain email access with the capability to send and receive attached files.

In order to navigate the Internet, it is recommended that the latest version of one of the following browsers be used:

- Microsoft Internet Explorer
- Mozilla Firefox
- Safari

California Southern University also provides documents that can be accessed using Adobe Acrobat Reader, which is available without cost at www.adobe.com.

California Southern University strives to prevent the spread of computer viruses by employing the latest virus detection software on all university-owned computer systems; however, California Southern University makes no guarantee related to the unintentional propagation of computer viruses that may go undetected by our virus detection software.

The university will not be held liable for any direct, indirect, incidental, special, consequential or punitive damages of any kind, including but not limited to: loss of data, file corruption, or hardware failure, resulting from the effect of any malicious code or computer virus unintentionally transmitted by university staff members, faculty, Learners or affiliates.

The university strongly recommends and urges all faculty and Learners to seek out and install adequate virus detection software and to routinely check for and install the most recent updates to their anti-virus software no less frequently than once each month, for their particular computer and operating system.

Technical Specifications and Instructions

Learners must be able to use equipment with the following specifications:

- A high speed Internet connection.
- A computer running Windows XP or MAC 10.X or later versions.
- A webcam with a minimum 640 x 480 pixel video resolution.

- Audio capabilities, either through the webcam or through a stand alone microphone (most webcams come with a built in microphone).
- Speakers must be connected to the computer and working.
- The ProctorU™ program must be downloaded onto the computer (no installation necessary).

Each Learner will need to register for an account with ProctorU at www.proctoru.com/calsouthern.

Once an account is created, Learners should return to www.proctoru.com/calsouthern to schedule all exams at least 7 full days before the desired exam time. Learners can change reservations until 24 hours before the exam, at which time they will need to call the ProctorU™ exam line at 205-870-8122.

At the scheduled exam time, Learners should return to www.proctoru.com/calsouthern and follow the posted instructions to log into the assigned exam room. Learners should make sure their webcam and speakers are plugged in and turned on. Learners cannot turn on the webcam software before logging into ProctorU™ (this will create issues with the video feed). Once in the room, Learners should follow the instructions to connect to the proctor and follow the verbal instructions to begin their exam.

ORAL COMMUNICATION COMPONENT

Some courses require Learners to complete an oral presentation. Learners will have the option of either creating and uploading a video or delivering the presentation as a video conference. Learners should have the means to create a video.

COMPLETING THE REQUIRED COURSES

Learners are advised and individually guided through courses by direct contact with their faculty mentors. With assistance from their academic advisor, Learners proceed from course to course in a steady, organized manner. This enables educational objectives to be achieved in the shortest possible time frame.

Upon enrolling in a course, the Learner receives a course syllabus and information about how to contact his or her academic advisor and the faculty mentor assigned for that course. California Southern University works with an online supplier to provide textbooks for Learners. However, textbooks may be purchased from local college bookstores, from publishers, or from other suppliers.

The focus of Active Self-Learning is to encourage the Learner to apply text-based knowledge to solve practical problems and to use faculty mentors as resources to facilitate the learning process. The Learner demonstrates mastery of the course material and its personal relevance by completing assignments, examinations, term papers and projects as required. The faculty and staff of California Southern University are available to assist Learners in achieving their educational objectives. California Southern University is especially sensitive to the special needs of adult Learners returning to college after a long absence from the classroom or Learners with military responsibility or obligations.

GRADUATION REQUIREMENTS AND PROCEDURES

All fees and tuition must be paid in full prior to graduation and a degree cannot be awarded nor transcripts released until all outstanding tuition and financial obligations have been paid in full. A graduation commencement ceremony is held once a year during the summer.

The graduation date is the date the Registrar determines that graduation requirements have been satisfied.

Associate Degree

Associate of Arts in Liberal Studies (AALS)

The associate degree requires a total of 60 semester credits and satisfaction of the following criteria:

- Successful completion of all required and degree program courses including UNIV 2000 University Success Online (3 credits).
- A minimum of 15 semester credits completed through California Southern University.
- A minimum of 21 semester credits in general education distributed as follows: humanities (6 credits), mathematics (3 credits), natural sciences (3 credits), social sciences (3 credits), and English Composition I and II (6 credits).
- Cumulative grade point average of 2.0 (C) or higher.
- Fulfillment of all financial obligations to California Southern University.

Bachelor's Degrees

Bachelor of Arts in Psychology (BA)

Bachelor of Business Administration (BBA)

Bachelor of Applied Science (BAS)

Bachelor of Science in Criminal Justice (BSCJ)

Bachelor of Science in Nursing (BSN)

The BA, BBA, BAS, BSCJ and BSN degrees require a total of 120 semester credits and satisfaction of the following criteria:

- Successful completion of all required and degree program courses.
- A minimum of 30 semester credits completed through California Southern University.
- A minimum of 36 semester credits in general education distributed within the following areas: humanities (9 credits), mathematics (6 credits), natural sciences (6 credits), social sciences (6 credits), and English (9 credits including English Composition I and II).
- A minimum number of semester credits in the required core and elective subject matter courses as follows: BA – 51 credits, BBA – 60 credits, BAS – 45 credits, BSCJ – 48 credits and BSN – 51 credits.
- Cumulative grade point average of 2.0 (C) or higher.
- Fulfillment of all financial obligations to California Southern University.

Master's Degrees

Master of Business Administration (MBA)

Master of Science in Law Enforcement Executive Leadership (MSLEEL)

Master of Science in Dispute Resolution (MSDR)

Master of Science in Law (MSL)

Master of Science in Nursing (MSN)

Master of Science in Psychology (MS)

Master in Education (M.Ed)

The MBA, M.Ed, MSLEEL, MSL, MSDR and MSN require 36 graduate semester credits completed beyond the bachelor's degree. The MS degree requires a total of 42 graduate semester credits. The required credits may include a maximum of six graduate semester credits accepted in transfer from an appropriately accredited postsecondary institution and satisfaction of the following criteria:

- Successful completion of all required degree program courses.
- Successful completion of all degree requirements as applicable.
- Cumulative grade point average of 3.0 (B) or higher.
- Fulfillment of all financial obligations to California Southern University.

Master of Arts in Psychology (MA)

The MA in Psychology degree requires a total of 60 graduate semester credits. The required credits may include a maximum of twelve graduate semester credits accepted in transfer from an appropriately accredited postsecondary institution and satisfaction of the following criteria:

- Successful completion of all required courses.
- Successful completion of all prescribed program requirements as applicable.
- Cumulative grade point average of 3.0 (B) or higher.
- All financial obligations to California Southern University paid in full.

Doctoral Degrees

Doctor of Business Administration (DBA)

Doctor of Psychology (PsyD)

The PsyD degree requires a total of 66 graduate semester credits and the DBA requires a total of 60 graduate semester credits. Both require satisfaction of the following criteria:

- Successful completion of all required degree program courses.
- Successful completion of all degree requirements as applicable.
- Successful completion of the comprehensive exam.
- Successful completion of the doctoral project.
- Successful oral defense of the doctoral project.

- Cumulative grade point average of 3.0 (B) or higher.
- Fulfillment of all financial obligations to California Southern University.

Juris Doctor Degree

The Juris Doctor degree requires a total of 88 semester credits of law school coursework and satisfaction of the following criteria:

- Successful completion of all required degree program courses.
- Successful completion of all degree requirements as applicable.
- Cumulative grade point average of 2.0 (C) or higher.
- Fulfillment of all financial obligations to California Southern University.

Master of Laws Degree

The Master of Laws (LLM) requires a total of 24 graduate semester credits completed beyond the Juris Doctor or its equivalent and satisfaction of the following criteria:

- Successful completion of all required degree program courses.
- Successful completion of all degree requirements as applicable.
- Cumulative grade point average of 2.50 or higher.
- Fulfillment of all financial obligations to California Southern University.

LEARNING RESOURCES

The learning resources provided through California Southern University enable Learners and faculty mentors to access library facilities, informational databases, and electronic communication services from the convenience and comfort of their homes and offices. Learning resources have been developed and are continually updated to support high quality faculty mentor/Learner communications.

LEARNER RESPONSIBILITY

It is the Learner's responsibility to be familiar with the information presented in the university catalog and to know and observe all regulations and procedures relating to the program they are pursuing. In no case will a regulation be waived or an exception be granted because Learners plead ignorance of, or contend that they were not informed of, the regulations and procedures. Responsibility for following all policies and meeting all requirements and deadlines for degree programs rests with the Learner.

TRANSFER CREDIT

Accrediting associations have adopted the credit system in an attempt to ensure that minimum standards are met in any postsecondary course. When a Learner completes a course at one institution, it is important to know how this study relates to a course offered at another institution. This information is especially useful if the Learner wishes to transfer credits from one institution to another. The credit system makes it possible to make such comparisons.

The acceptance of transfer credits between institutions lies within the discretion of the receiving institution. Credits earned at other institutions may or may not be accepted by California Southern University. Likewise, credits earned at California Southern University may or may not be accepted by another institution depending upon its programs, policies, and regulations. For example, other law schools may not grant transfer credit for courses taken at the School of Law.

In evaluating credits earned at other institutions, California Southern University will consider, among other factors, the amount of time that has passed since the credits were earned. Credits sought to be transferred to California Southern University and applied toward the required core or required elective course requirements of a degree program (i.e., courses in the Learner's major) must have been earned within 10 years of the Learner beginning studies at California Southern University. There is no time limit for credits sought to be transferred to California Southern University as general education or general electives.

Comparability of the nature, content, quality, and level of transfer credit, and the appropriateness and applicability of the credit earned, to programs offered at California Southern University are important in the evaluation process. This information is obtained from catalogs, course syllabi, and other materials, and from direct contact between knowledgeable, experienced faculty and staff at both California Southern University and the sending institutions.

The Chief Academic Officer, or designated representatives, makes the determination of the transferability of units for all non-law degrees. The dean of the School of Law makes the determination of the transferability of units for all law degrees under the supervision of the Chief Academic Officer. Upon completion of the evaluation process, the credits accepted in transfer are totaled. Based on the total number of credits accepted in transfer a Degree Plan is prepared and a letter of acceptance is transmitted to the applicant online.

Learners who wish to appeal transfer credit decisions should submit their appeal and appropriate documentation to the Chief Academic Officer for consideration.

Credit Type

Credit that may be accepted in transfer are credits earned by/a:

- an institution that is accredited by an agency recognized by the United States Secretary of Education and/or the Council for Higher Education Accreditation (CHEA), or an accepted foreign equivalent that is listed in the International Handbook of Universities
- a foreign institution that has had a course by course credential evaluation completed indicating equivalency
- college equivalency examinations
- military service schools (i.e. ACE evaluations)

Degree Program	Maximum Transfer Credits
Associate of Arts in Liberal Studies	45
Bachelor of Arts in Psychology	90
Bachelor of Business Administration	90
Bachelor of Science in Criminal Justice	90
Bachelor of Science in Applied Technology	90
Bachelor of Science in Nursing	90
Master of Laws	3
Master of Business Administration	6
Master of Science in Law Enforcement Executive Leadership	6
Master of Arts in Psychology	12
Master of Science in Psychology	6
Master of Science in Nursing	6
Master of Science in Law	6
Master of Science in Dispute Resolution	6
Master in Education	6
Juris Doctor	2 years
Doctor of Business Administration	30
Doctor of Psychology	30

Note: No more than 20% of graduate semester units or the equivalent in other units awarded by another institution may be transferred for credit toward any master's degree programs.

Minimum Acceptable Grades

Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. For graduate programs, a grade of "B" or higher is required. For the Juris Doctor program, a grade of "C-" or higher will be considered for transfer.

Recognition of College Equivalency Examinations

These examinations are developed and administered by recognized testing organizations and are intended to be equivalent to the final examinations in a typical college course. The most widely known exams are: CLEP and PEP. Applicants may be awarded six units of credit for each of the General Examinations with a score of 500 or above except English. A score of 630 on the 1978 scale or 520 on the 1986 scale is required in the English Composition, essay version examination. A maximum of 36 credits may be granted for CLEP, not to exceed the maximum transfer credits allowed per program.

Recognition of Military Schools

Completed military service schools may be evaluated on the recommendations of the American Council on Education when official credentials are properly presented. The 5454R is the evaluation that indicates the military schools that the applicant attended while in service and shows the college credit to be awarded.

Block Transfer

In a Block Transfer 60 credits will be accepted for an Associate's degree earned at an accredited institution. All courses taken prior to the conferral of the Associate Degree will be included in the 60-credit block transfer. Students must have a cumulative GPA of 2.0 to be considered for a Block Transfer. The Associate degree must be in a field directly related to bachelor's degree they are applying for.

The 60-credits accepted in a Block Transfer will be allocated as follows:

BBA	General Education – 27 Credits Required Core – 18 Credits Program Specific Electives – 6 Credits General Electives – 9 Credits
BA	General Education – 27 Credits Required Core – 12 Credits Program Specific Electives – 9 Credits General Electives – 12 Credits
BAS	General Education – 27 Credits Required Core – 18 Credits Program Specific Electives – 6 Credits General Electives – 9 Credits
BSCJ	General Education – 27 Credits Required Core – 15 Credits Program Specific Electives – 6 Credits General Electives – 12 Credits
BSN	General Education – 27 Credits Required Core – 18 Credits Program Specific Electives – 6 Credits General Electives – 9 Credits



2. UNDERGRADUATE GENERAL EDUCATION



UNDERGRADUATE GENERAL EDUCATION

Program Objectives

California Southern University's General Education Program reflects the university's commitment to quality education as outlined in CalSouthern's mission statement and goals. The program is the foundation upon which Learners build as they further their education. It introduces Learners to the intellectual tools, knowledge, and creative capabilities essential for the development of the whole person. It prepares the Learner for the ever-changing demands of professional careers and provides them with the foundation for a lifetime of learning.

Learners take 36 semester credits in English (communication), mathematics, humanities, social sciences, and natural sciences, providing the Learner with the tools necessary to:

- Think logically and creatively
- Communicate effectively
- Think analytically
- Respect diversity
- Appreciate different cultures
- Understand international interdependence
- Apply scientific reasoning
- Appreciate the universe in which we live

At CalSouthern, general education is the heart of the undergraduate curriculum, and all undergraduate Learners are required to meet the University's general education requirements.

Program Learning Outcomes

WRITTEN COMMUNICATION

Interact with others using written communication resulting in understanding and being understood.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

CRITICAL THINKING

Evaluate evidence and apply reasoning to discriminate among degrees of credibility, accuracy and reliability to evaluate the strengths and relevance of arguments and determine what conclusions or consequences are supported by that information.

CULTURAL AND SOCIAL UNDERSTANDING

Possess an awareness, understanding, and appreciation of the social and cultural dimensions within global communities and assess the impact that social institutions have on individuals and culture—past, present, and future.

INFORMATION LITERACY

Demonstrate competency in information literacy by determining the nature and extent of the information needed, evaluating information technology and incorporating it into their knowledge base to effectively accomplish a specific purpose.

PERSONAL DEVELOPMENT

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized, and relates to personal or professional goals.

QUANTITATIVE REASONING

Possess the skills and knowledge necessary to apply the use of logic, utilize mathematical reasoning, and interpret mathematical formulas and models.

SCIENTIFIC REASONING

Adheres to a self-correcting system of inquiry (the scientific method) and relies on empirical evidence to generate an evidenced and logical argument, distinguish a relevant argument from a non-relevant argument, and reason by deduction, induction, and analogy.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Behaves and makes decisions that demonstrate ethical behavior as it relates to the specific discipline, recognize ethical issues, and apply and evaluate ethical perspectives/concepts.

General Education Requirements

For all bachelor's degree programs at California Southern University a Core of 36 General Education credits is a requirement.

Learners are required to take 36 General Education semester credits; 21 credits in lower-division courses and 15 credits in upper-division courses. There are 9 required core semester credits and 27 elective semester credits, grouped in the following five areas: humanities, English, mathematics, natural science, and social science.

Three (3) of the 36 General Education credits must be taken from the approved Diversity Course List. These courses are designed to engage Learners in issues and debates that pertain to questions of diversity, providing Learners with an understanding of an increasingly globalized world. Topics include: histories of religion, social movements, racial tensions, cultural conflicts and depictions of transnational identities and differences, international feminisms, and sexual prejudice.

Diversity Course List

- World Religions
- Cultural Anthropology
- Cultural Geography
- African American History to 1877
- African American History 1877 to Present
- Women, Culture and Society: Study of Gender

Learners can enroll in upper-division courses only after achieving upper-division status or with the approval of their Advisor. The completion of 60 semester credits includes the required 21 credits of lower-division General Education courses. To meet upper-division General Education requirements Learners must complete 15 credits of upper-division General Education courses.

General Education credits are distributed in the following manner. In addition to the General Education requirement all undergraduate Learners are required to take the below course as their first course at CalSouthern.

Required	Credits
UNIV 2000 University Success Online	3

General Education	Total Credits	Lower-Division	Upper-Division
Humanities	9	6	3
English	9	6	3
Mathematics	6	3	3
Natural Sciences	6	3	3
Social Sciences	6	3	3
Total	36	21	15

Humanities Electives	Credits
Lower Division Courses	
HU 1104 The Art of Wondering	3
HU 1120 Introduction to Humanities I	3
HU 1130 Critical Thinking (Required)	3
Upper Division Courses	
HU 1205 Introduction to Theater	3
HU 1410 World Religions	3
HU 1421 Introduction to Humanities II	3

English Electives	Credits
Lower Division Courses	
ENG 1101 English Composition I (Required)	3
ENG 1102 English Composition II (Required)	3
Upper Division Courses	
ENG 1200 American Literature	3
ENG 1400 Introduction to Public Speaking	3
ENG 1406 Professional and Technical Writing	3
BUS 2414 Business Communications	3
LDR 2490 Nonverbal Communications in Leadership	3

Mathematics Electives	Credits
Lower Division Courses	
MATH 1105 Mathematics for Business	3
MATH 1110 College Mathematics	3
MATH 1115 Pre-Calculus	3
Upper Division Courses	
MATH 1200 Algebra	3
MATH 1215 Calculus	3
MATH 1305 Statistics for the Behavioral Sciences ¹ (Required BA)	3
BUS 2413 Business Statistics	3

Natural Science Electives	Credits
Lower Division Courses	
NS 1103 Introduction to Geology	3
NS 1105 General Biology	3
NS 1106 Health and Nutrition	3
NS 1107 Environmental Science	3
Upper Division Courses	
NS 1203 Physical Geography	3
NS 1205 Introduction to Oceanography	3
NS 1400 Anthropology	3

Social Science Courses	Credits
Lower Division Courses	
SS 1102 United States Government (Required)	3
SS 1103 United States History to 1877	3
SS 1104 United States History 1877 to present	3
SS 1107 African American History to 1877	3
SS 1108 African American History 1877 to present	3

Social Science Courses	Credits
Upper Division Courses	
SS 1200 Sociology	3
SS 1203 Cultural Geography	3
SS 1205 Women's History in America	3
SS 1217 Cultural Anthropology	3
SS 1220 Women, Culture and Society: Study of Gender	3
PSY 2300 Introduction to Psychology	3



3. SCHOOL OF BUSINESS



SCHOOL OF BUSINESS

Mission Statement

The mission of the School of Business is to provide a high quality undergraduate and graduate business education to a globally dispersed student body of adult Learners using distance learning methodologies. The School is dedicated to providing a rich and dynamic educational experience to those who choose the freedom and flexibility of distance learning to achieve their educational goals. The School is committed to providing programs that develop innovative, principled, insightful leaders and cultivating an environment of academic integrity while stimulating intellectual curiosity through a respectful exchange of ideas between its Faculty Mentors and its Learners.

ASSOCIATE OF ARTS IN LIBERAL STUDIES

Program Objectives

The Associate of Arts in Liberal Studies (AALS) degree program provides the Learner who has not defined their career goal with an opportunity to explore and build an academic foundation in liberal arts and general studies. It provides learners with an initiation in the liberal arts and general studies tradition with a selection of courses from the Humanities, English, Mathematics, Natural Sciences, and Social Sciences. It enables learners to better understand and relate to the world around them from a liberal studies perspective and prepares for entry into a bachelor program at the junior level.

Program Learning Outcomes

Demonstrate the ability to communicate with others using written communication resulting in understanding and being understood.

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

Apply critical thinking and reasoning skills to discriminate among degrees of credibility, accuracy, and reliability of inferences drawn from given data.

Recognize and understand the importance of social and cultural diversity within global communities.

Determine the nature and extent of the information needed and demonstrate the ability to locate, evaluate, and use it effectively.

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized and relates to both personal and professional goals.

Demonstrate the ability to use analytical skills to make well-informed decisions.

Demonstrate a system of inquiry that is dependent on empirical evidence to develop integrative solutions.

Apply ethical and legal principles and evaluate different ethical perspectives.

Associate of Arts in Liberal Studies Admissions Requirements

Admission into the associate degree program requires a high school diploma from an appropriately accredited institution or a GED.

The associate degree requires a total of 60 semester credits.

California Southern University may accept a maximum of 45 semester credits in transfer toward the associate degree for course work completed at an appropriately accredited postsecondary institution. In addition, credit earned on national examinations such as the College Level Examination Program (CLEP) and the DANTES Subject Standardized Test Program (DSST), or in military education may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, California Southern University must have official transcripts of college work, official transcripts of CLEP results, and a certified copy of the DD-214 for military schooling or military transcripts.

Associate of Arts in Liberal Studies Degree Requirements

Courses	Semester Credits
University Success Online	3
General Education	21
Humanities (6 credits)	
Mathematics (3 credits)	
Natural Sciences (3 credits)	
Social Sciences (3 credits)	
English Composition I and II (6 credits)	
General Elective Courses	36
Total	60

Program Length: 2 Years (full-time status)

General Education Courses

The General Education courses for the associate degree are grouped in five sub-disciplines: English, humanities, mathematics, natural sciences, and social sciences. A course listing is included in the Undergraduate General Education section, and descriptions are located in the Course Descriptions section of the catalog.

General Elective Courses

The general elective courses for the associate degree in Liberal Studies can be taken from 2000 level courses as long as all prerequisites are met. They can also be taken from one area such as business or psychology, or from across a wide spectrum of courses giving the Learner a broad academic experience.

BACHELOR OF APPLIED SCIENCE

Program Objectives

The Bachelor of Applied Science (BAS) is a flexible, interdisciplinary degree completion program that offers Learners unique areas of concentration tailored to their individual interests and goals. The program has been designed to allow for some customization making advising an integral component of the BAS degree program. Learners will work closely with their Academic Advisors to develop a degree plan tailored to their academic and professional goals. This ensures that Learners obtain the requisite foundation in General Education and the theoretical and specialized knowledge in their chosen area of concentration.

The University may accept a maximum of 90 semester credits in transfer toward the BAS degree for course work completed at an appropriately accredited institution. In addition, credit earned on national examinations such as CLEP, or in military schooling may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, the university must have approved and have on file official transcripts of college work, official transcript of CLEP results, or a certified copy of the DD-214 for military schooling or 5454R Evaluation of Military Training.

Program Learning Outcomes

WRITTEN COMMUNICATION

Demonstrate the ability to communicate with others using written communication resulting in the ability to make persuasive presentations and leverage technology to enhance communications.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

CRITICAL THINKING

Employ critical thinking and reasoning skills to a broad understanding of creative-problem solving techniques and information systems and technology in support of organizational goals.

CULTURAL AND SOCIAL UNDERSTANDING

Recognize the importance of diversity and develop an understanding of the local and global impact of information technology on individuals, organizations, and society.

INFORMATION LITERACY

Demonstrate the application of business competencies, information technology competencies, and project management competencies necessary for organizational success.

PERSONAL DEVELOPMENT

Apply core competencies learned in the graduate's chosen concentration to function as a successful professional as related to both personal and professional goals.

QUANTITATIVE REASONING

Exhibit analytical thought and informed judgment through the use of mathematical reasoning, and interpretation of mathematical models and formulas.

SCIENTIFIC REASONING

Utilize informed analyses and other cognitive decision-making tools to make socially-responsible, situation-appropriate decisions.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Demonstrate personal and professional ethical and legal responsibility in the application of best practices and standards to conform to legal and regulatory standards in all managerial and organizational decision making.

Bachelor of Applied Science Admissions Requirements

Admission into the Bachelor of Applied Science (BAS) degree program requires a high school diploma or a GED, or successful completion of approved post-secondary work, which demonstrates the reasonable expectation that the applicant is qualified to complete the program.

The university may accept a maximum of 90 semester credits in transfer toward the BAS degree for course work completed at an appropriately accredited institution. In addition, credit earned on national examinations such as CLEP, or in military schooling may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, the university must have on file official transcripts of college work, official transcripts of CLEP results, or a certified copy of the DD-214 for military schooling or 5454R Evaluation of Military Training.

Bachelor of Applied Science Degree Requirements

Lower Division	Upper Division	Totals
21 credits General Education	15 credits General Education	36
12 credits Required Core	12 credits Required Core	24
9 credits Degree Specific Electives	12 credits Degree Specific Electives	21
18 credits General Electives	21 credits General Electives	39
60 Lower Division Credits	60 Upper Division Credits	120

Program Length: 4 Years (full-time status)

General Education Courses

Please see the Undergraduate General Education section of the catalog for a listing of General Education Courses.

Required Core Courses		Credits
Lower Division Courses		
UNIV 2000	University Success Online	3
BUS 2300	Introduction to Business	3
ENT 2100	Entrepreneurship	3
LDR 2100	Foundations of Leadership	3
Upper Division Courses		
BUS 2414	Business Communication	3
LDR 2460	Project Management Fundamentals and Leadership	3
MKT 2400	Essentials of Marketing	3
CAP 2404	BAS Capstone	3

Bachelor of Applied Science Elective Courses

Elective courses can be chosen from any undergraduate program. Concentration in a specific subject area requires 15 semester credits of elective courses in that specific area of study.

BACHELOR OF BUSINESS ADMINISTRATION

Program Objectives

The Bachelor of Business Administration (BBA) degree program is designed to provide undergraduate Learners with a practical education in business administration. The core courses offer a well-rounded education in business, management, accounting, marketing, finance, international business, and information technology. Additional elective courses are selected to focus on management, accounting, human resources management, marketing or international business.

Program Learning Outcomes

WRITTEN COMMUNICATION

Demonstrate the ability to communicate with others using written communication resulting in understanding and being understood within an organization.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

CRITICAL THINKING

Apply critical thinking and reasoning skills to discriminate among degrees of credibility, accuracy, and reliability of inferences drawn from given data to analyze situations within the business environment.

CULTURAL AND SOCIAL UNDERSTANDING

Recognize the importance of social and cultural diversity within global communities and develop a perspective based on the knowledge of foreign business environments and cultures.

INFORMATION LITERACY

Determine the nature and extent of the information needed and demonstrate the ability to locate, evaluate, and use it effectively within modern corporate organizations.

PERSONAL DEVELOPMENT

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized and relates to both personal and professional goals.

QUANTITATIVE REASONING

Demonstrate the ability to use analytical skills to understand business situations and make well-informed decisions.

SCIENTIFIC REASONING

Demonstrate a system of inquiry that is dependent on empirical evidence to develop integrative solutions to improve business outcomes.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Apply ethical and legal principles to the business environment and evaluate different ethical perspectives.

Bachelor of Business Administration Admissions Requirements

Admission into the Bachelor of Business Administration (BBA) degree program requires a high school diploma or a GED, or successful completion of approved post-secondary work, which demonstrates the reasonable expectation that the applicant is qualified to complete the program.

The university may accept a maximum of 90 semester credits in transfer toward the BBA degree for course work completed at an appropriately accredited institution. In addition, credit earned on national examinations such as CLEP, or in military schooling may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, the university must have approve and have on file official transcripts of college work, official transcripts of CLEP results, or a certified copy of the DD-214 for military schooling or 5454R Evaluation of Military Training.

Bachelor of Business Administration Degree Requirements

Lower Division	Upper Division	Totals
21 credits General Education	15 credits General Education	36
24 credits Required Core	21 credits Required Core	45
6 credits Business Electives	9 credits Business Electives	15
9 credits General Electives	15 credits General Electives	24
60 Lower Division Credits	60 Upper Division Credits	120

Program Length: 4 Years (full-time status)

General Education Courses

The General Education courses for the bachelor's degree are grouped in five sub-disciplines: English, humanities, mathematics, natural sciences, and social sciences. A course listing is included in the Undergraduate General Education section, and descriptions are located in the Course Descriptions section of the university catalog.

Required Core Courses

Lower Division Courses		Credits
UNIV 2000	University Success Online	3
BUS 2300	Introduction to Business	3
BUS 2110	Business Ethics	3
BUS 2301	Business Law	3
ACT 2102	Principles of Accounting I	3
ECO 2300	Macroeconomics	3
IB 2100	International Management	3
MGT 2325	Business Information Systems	3

Upper Division Courses		Credits
BUS 2414	Business Communications	3
MGT 2404	Contemporary Management	3
MKT 2400	Essentials of Marketing	3
ECO 2403	Microeconomics	3
FIN 2404	Fundamentals of Finance	3
BUS 2413	Business Statistics	3
CAP 2400	BBA Capstone	3

Elective Concentration Program Learning Outcomes

ACCOUNTING

Prepare and evaluate financial statements according to generally accepted accounting standards. Use financial statements to make informed decisions about the financial position of an organization.

ENTREPRENEURSHIP

Demonstrate ability to use proven entrepreneurial concepts and practices to successfully launch and/or manage a new business venture.

HUMAN RESOURCE MANAGEMENT

Demonstrate ability to make appropriate and ethical human resource management decisions in the areas of employment, workforce planning, training and development, compensation, and benefits.

INTERNATIONAL BUSINESS

Demonstrate ability to make effective business decisions concerning the international dimensions of business in a variety of socio-cultural, political, financial, and economic contexts.

LEADERSHIP

Apply a variety of practical leadership skills in the areas of communication, conflict management, group dynamics, and relationship development to enhance management capabilities.

MANAGEMENT

Demonstrate best practices in management by utilizing data analysis from the functional areas of business to make sound managerial decisions.

MARKETING

Utilize marketing core concepts considering the role marketing plays in business and society.

TECHNOLOGY

Demonstrate ability to appropriately use technology in organizations including analyzing and selecting applications and operating systems, hardware, software, networking, user support, development, and maintenance.

Business Elective Courses

Concentration in a specific business area requires 15 semester credits of elective courses in a specific area of concentration.

Accounting Electives		Credits
Lower Division Courses		
ACT 2104	Principles of Accounting II	3
ACT 2150	Managerial Accounting	3
Upper Division Courses		
ACT 2202	Tax Accounting I	3
ACT 2402	Tax Accounting II	3
ACT 2451	Intermediate Accounting I	3
ACT 2452	Intermediate Accounting II	3
ACT 2453	Cost Accounting	3
ACT 2467	Auditing	3

Entrepreneurship Electives		Credits
Lower Division Courses		
ENT 2100	Entrepreneurship	3
ENT 2101	Business Plans for New Ventures	3
ENT 2106	Family Business Management	3
Upper Division Courses		
ENT 2402	Entrepreneurial Financing and Venture Capital Management	3
ENT 2408	Entrepreneurship and the Internet	3
ENT 2515	Women and Entrepreneurship	3

Human Resource Management Electives		Credits
Lower Division Courses		
HRM 2102	Human Resource Management	3
HRM 2103	Staffing Organizations	3
HRM 2107	Supervisory Management	3
Upper Division Courses		
HRM 2404	Labor Relations and Collective Bargaining	3
HRM 2405	Compensation Management	3
HRM 2406	Employee Training and Development	3

International Business Electives		Credits
Lower Division Courses		
MGT 2121	Organizational Behavior	3
IB 2101	International Business Law	3
Upper Division Courses		
IB 2402	International Economics	3
IB 2403	Global Marketing	3
IB 2404	International Finance	3

Leadership Electives		Credits
Lower Division Courses		
LDR 2100	Foundations of Leadership	3
LDR 2125	Leadership Communications	3
LDR 2150	Leadership Theory and Practice	3
Upper Division Courses		
LDR 2460	Project Management Fundamentals and Leadership	3
LDR 2480	Leadership Group Dynamics	3
LDR 2490	Nonverbal Communications in Leadership	3

Management Electives		Credits
Lower Division Courses		
FIN 2305	Introduction to Banking	3
MGT 2121	Organizational Behavior	3
MGT 2124	Operations Management	3
Upper Division Courses		
SBM 2401	Small Business Management	3
BUS 2405	Career Management and Personal Marketing	3
BUS 2415	Business Negotiation	3
FIN 2403	Money, Banking and Finance	3
FIN 2405	Principals of Lending	3

Marketing Electives		Credits
Lower Division Courses		
MKT 2106	Advertising	3
MKT 2107	Retail Management	3
MKT 2108	Sales	3
Upper Division Courses		
MKT 2409	Consumer Behavior	3
MKT 2410	Brand Management	3
MKT 2416	Internet Marketing	3
MKT 2420	Marketing Management	3

Technology Electives		Credits
Lower Division Courses		
TECH 2100	Engineering and Technology	3
TECH 2110	Emerging Technologies	3
TECH 2120	Alternative Energy Solutions	3
Upper Division Courses		
TECH 2430	Systems Analysis and Design	3
TECH 2440	Information and Technology Security	3
TECH 2450	E-Business and Technology	3

General Elective Courses

The general elective courses for the Bachelor of Business Administration degree can be taken from 2000 level courses as long as all prerequisites are met. The electives can be selected from a variety of business courses giving the Learner a broad based business education or may be selected from the 2000 level and above courses from the other schools within the university.

MASTER OF BUSINESS ADMINISTRATION

Program Objectives

The Master of Business Administration (MBA) degree program provides a broad view of organizational performance from the general management perspective. It offers an innovative curriculum to develop skills needed for effective leadership and management. Learners may select a concentration in management, financial management, human resources management, international business, project management, healthcare administration, or strategic leadership.

California Southern University's intensive curriculum provides the essential management skills to succeed in any career. The program focuses on leadership, communication, fundamentals of business and analytical skills.

Program Learning Outcomes

Communicate using the advanced written communication skills necessary to analyze a business situation (problem and/or opportunity) and employ a high level of proficiency in the preparation and presentation of management reports.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Employ appropriate analytical models and apply critical reasoning processes for the use of collecting data, analyzing and synthesizing information to arrive at professional conclusions.

Demonstrate an appreciation of the social and cultural dimensions within global communities and assess its impact on business operations with an understanding of how global competitive environments are changing business practices.

Develop a strategic level of understanding of the key functions of business: accounting, economics, finance, international business, management, management information systems, marketing, operations, and statistics and utilize this information effectively to accomplish a specific goal.

Assess formal academic learning and integrate personal and professional development with an emphasis on self-awareness, self-management, collaboration and teamwork to better negotiate complexities within organizations.

Utilize quantitative reasoning skills necessary to analyze a firm's quantifiable numerical data and/or make intelligent and effective decisions that support management decision-making.

Develop a thorough knowledge of scientific and scholarly research methods that demonstrate a system of inquiry to support the application of theoretical knowledge to business challenges.

Develop an appreciation of ethical and legal issues in management that adhere to professional standards and integrate them into sustainable business models.

Elective Concentration Program Learning Outcomes

FINANCIAL MANAGEMENT

Analyze business issues in quantitative terms using appropriate financial information and tools to make effective business decisions.

Express complex financial information and analysis clearly and concisely to a variety of constituents.

HEALTHCARE ADMINISTRATION

Analyze the nature and extent of the legal, regulatory, and ethical considerations inherent in managing healthcare systems.

Apply critical thinking and reasoning skills in decision making when working with patients, family, and the interdisciplinary stakeholders in the industry.

HUMAN RESOURCES MANAGEMENT

Analyze an organization's human resources practices and formulate strategies that will enable it to achieve its operational and strategic goals.

Apply critical thinking and reasoning skills in making decisions in relation to an organization's human capital requirements.

INTERNATIONAL BUSINESS

Assess opportunities to improve and sustain organizational performance in the global business arena.

Apply economic analysis to an organization's decision making processes in regards to the global business environment.

MANAGEMENT

Demonstrate competence across business disciplines by applying business analysis, data management, and diagnostic problem-solving skills to support managerial decision-making.

Analyze business issues through the effective integration of knowledge, management techniques, and technology.

PROJECT MANAGEMENT

Demonstrate how project-management skills contribute to an organization's ability to realize its strategic goals.

Apply sound management skills in leading projects of various sizes, scope, and complexity.

STRATEGIC LEADERSHIP

Integrate proven leadership strategies into an organization's management processes to effectively execute the organization's strategic plan.

Analyze current organizational issues and develop a leadership strategy utilizing evidence-based perspectives to manage organizational change.

Master of Business Administration Admissions Requirements

Admission to the Master of Business Administration degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited institution.

The university may accept a maximum of 6 graduate semester credits in transfer toward the MBA degree for graduate course work completed at an appropriately accredited institution. Credit earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer. To enable the evaluation of prior college work, official transcripts must be provided to, and approved by, the university.

Master of Business Administration Degree Requirements

Courses	Semester Credits
Required MBA Courses:	21
Elective Business Courses:	15
Total:	36

Program Length: 2 Years (full-time status)

Master of Business Administration Courses

Required Core Courses	Credits
MGT 86500 Business Organization and Management	3
MGT 86519 Ethics in Business	3
MKT 86502 Marketing Management	3
ECO 86501 Economics for Organizational Management	3
MIS 86510 Applied Data Analysis	3
MGT 86512 Managerial Accounting for Decision Making	3
CAP 89000 MBA Capstone	3

Business Elective Courses

Concentration in a specific business subject area requires 15 semester credits of elective courses in a specific area of concentration.

Financial Management Electives		Credits
FIN 86505	Corporate Finance	3
FIN 86507	Lending in Consumer and Corporate Markets	3
FIN 86509	Management in Banking and Financial Services	3
FIN 87513	Investment Management	3
FIN 87514	Financial Institutions	3
FIN 87516	Capital Markets	3
FIN 87518	Behavioral Corporate Finance	3

Healthcare Administration Electives		Credits
HCA 86800	Healthcare Administration	3
HCA 86802	Healthcare Compliance, Law, and Ethics	3
HCA 86804	Healthcare Economics	3
HCA 86806	Managing Epidemiology	3
HCA 86810	Healthcare Informatics	3
HCA 86812	Quality Control in Healthcare	3
HCA 86814	Cultural Diversity in Healthcare	3

Human Resources Management Electives		Credits
HRM 86503	Human Resource Management	3
HRM 87502	Compensation Issues in Human Resource Management	3
HRM 87503	Labor Relations	3
HRM 87504	Supervisory Concepts and Practice	3
HRM 87505	Effective Training and E-learning	3

International Business Electives		Credits
IB 87512	International Economics	3
IB 87513	International Marketing	3
IB 87514	Cultural Environments of International Business	3
IB 87517	International Business Law	3
IB 87518	International Financial Management	3

Management Electives		Credits
MGT 86200	Professional Women in Today's Business Environment	3
MGT 86250	Entrepreneurship: A Women's Perspective	3
MGT 86506	Organizational Behavior	3
MGT 86507	Strategic Management	3
MGT 86510	Statistical Analysis	3
MGT 86535	Management of Change	3
MGT 86536	Cross Cultural Management	3
MGT 86537	Management of Information Systems for Managers	3

Project Management Electives		Credits
MGT 86529	Project Management	3
PM 86900	Project Management Concepts and Essentials	3
PM 86901	Project Management Strategic Design	3
PM 86902	Project Management Organization	3
PM 86903	Project Management Integration	3
PM 86910	PM Capstone	3

Strategic Leadership Electives		Credits
SLDR 86000	Essential Concepts for Strategic Management and Leadership	3
SLDR 86001	Role of Leadership in Strategic Management Communications	3
SLDR 86002	Effective Human Relations Skills for Leaders	3
SLDR 86003	Leadership for Promoting Strategic Corporate Social Responsibility	3
SLDR 86004	Conflict Management Strategies and Resolution	3
SLDR 86005	Leadership Strategies for Developing High Performance Teams	3
SLDR 86006	Customer Service Leadership	3

DOCTOR OF BUSINESS ADMINISTRATION

Program Objectives

The Doctor of Business Administration (DBA) degree program transforms mature Learners into leaders. Doctoral candidates learn the most advanced decision-making techniques, while also developing the research and writing skills that accompany high-level responsibility in the academic and business environments. Business executives must be able to perform in a dynamic environment where market expansion is global, where competition presents ever changing decision making frames, and change is the norm. Excellence in leadership, strategic management, and organizational change management are essential to develop effective corporate executives and hence organizational viability.

Program Learning Outcomes

Employ written communication skills in a variety of modalities to communicate strategic approaches to business practices and translate research findings into actionable guidelines for management.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Apply advanced critical and conceptual thinking skills in analyzing the effective handling of business problems and opportunities.

Acquire an awareness, understanding, and appreciation of the interconnectedness of the social and cultural dimensions within communities and their impact on business theory and practices.

Identify the nature and scope of the information needed in relation to accessing and evaluating scholarly materials and applying current research to business and management.

Integrate formal academic learning to align with personal experiences in business administration, leadership, and management so that learning is meaningful and relates to personal and/or professional goals.

Apply qualitative and quantitative tools to Integrate internal and external data to support evidence-based decision making and to perform effective business analysis.

Utilize the requisite research skills and generate empirical evidence to apply situational analyses and evaluate the impact of managerial actions.

Demonstrate ethical behavior as it relates to legal and ethical principles, professional standards of practice, social responsibility and corporate governance in business situations.

Program Structure

The DBA degree program consists of an integrated sequence of courses and a Doctoral Project that encompasses 60 credits beyond a master's degree. The courses are structured to allow working professionals to complete their degree while working full-time. The structure of the program encompasses:

- Fifteen integrated inquiry courses that are designed to develop applications of theory in a range of business, management, and research methodologies.
- A comprehensive essay exam to be completed prior to beginning the doctoral project. Successful completion of this exam demonstrates that the candidate has the knowledge and skills inherent to the DBA degree.
- Five required Doctoral Project courses focused on conducting research into business based problems leading to the completion and defense of your Doctoral Project.
- A Doctoral Project in which you are required to demonstrate expertise by analyzing and presenting a business management problem. The research should include a theoretical framework, literature review, research design and an appropriate methodology. The Doctoral Project must make a significant contribution to the body of knowledge in your chosen problem area.

Doctor of Business Administration Admissions Requirements

Admission to the DBA degree requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution as well as a master's degree in the field of study or related field from an appropriately accredited postsecondary institution. If the applicant has earned a master's degree in another field from an appropriately accredited postsecondary institution, the applicant may petition the academic committee to evaluate the foundational readiness to be successful in the program. In this case, the academic committee may require the completion of five prerequisite courses:

- MGT 86500 Business Organization and Management,
- MGT 86519 Ethics in Business,
- MGT 86512 Managerial Accounting for Decision Making,
- ECO 86501 Economics for Organizational Management; and
- MKT 86502 Marketing Management.

California Southern University may accept a maximum of 30 semester credits in transfer for courses completed at an appropriately accredited postsecondary institution toward the DBA degree program. The courses must be doctoral level courses completed with a grade of B or better and the courses must be directly related to the respective degree program at California Southern University.

Comprehensive Examination

The Comprehensive Examination provides an opportunity to assess the academic competencies of Learners. Preparing for and taking the examination encourages the integration of all facets of a doctoral education. At the end of the required coursework and prior to beginning the doctoral project the Learner must successfully complete a comprehensive essay exam. Successful completion of this exam demonstrates that the candidate has the knowledge and skills inherent to the degree of Doctor of Business Administration. Learners are given three opportunities to pass the examination satisfactorily in order to continue in the program.

Doctor of Business Administration Degree Requirements

Courses	Semester Credits
Core Courses:	45
Comprehensive Examination:	1
Doctoral Project Courses:	14
Total:	60

Program Length: 4 Years (full-time status)

Doctor of Business Administration Courses

First Year Courses	Credits
MGT 87500 Organizational Development and Design	3
MGT 87525 Leadership, Ethics and Corporate Governance	3
MKT 87505 Consumer Behavior, Theory and Analysis	3
ECO 87501 Managerial Economics	3
MIS 87510 Technology Concepts for Managers	3
ACT 87515 Financial Statement Analysis	3

Second Year Courses	Credits
ACT 87530 Management Finance and Control	3
BUS 87300 Advanced Measurement and Statistics for Business	3
BUS 87305 Ethnography of Corporate Culture	3
IB 87516 Global Business Strategic Management	3
MGT 87515 Information, Organization and Strategy	3
MGT 87520 Business Research Methods	3

Third Year Courses	Credits
MGT 87540 Quantitative Research Methods	3
MGT 87545 Managing, Organizing and Negotiating for Value	3
MKT 87515 Coordinating and Managing Supply Chains	3

Examination	Credits
BUS 87805 Doctoral Comprehensive Examination	1

Required Doctoral Project Courses	Credits
MGT 87995 Doctoral Project I	3
MGT 87996 Doctoral Project II	3
MGT 87997 Doctoral Project III	3
MGT 87998 Doctoral Project IV	3
MGT 87999 Doctoral Project V	2

All program requirements for the Doctor of Business Administration degree must be completed through California Southern University in no less than two and no more than ten years from initial course enrollment.

PRE-BACCALAUREATE CERTIFICATE IN LEADERSHIP

The Pre-Baccalaureate Certificate in Leadership (CLDR) is offered by the School of Business at California Southern University and is designed for individuals who wish to focus their studies in the area of Leadership. Certificates are appropriate for demonstrating mastery of a topic and/or applications relevant to personal knowledge, professional development, or preparation for future study. The Pre-Baccalaureate Certificate at California Southern University is not a graduate degree. Upon completion of the program requirements, students earn a certificate focused in the area of Leadership.

The objectives of the Pre-Baccalaureate Certificate in Leadership Program are to:

- Develop an understanding of the theoretical and applied knowledge of leadership.
- Provide Learners with a basic knowledge of effective leadership qualities.
- Provide Learners with a critically examined value system of professional code of ethics essential for effective leadership.
- Improve the Learner's analytical and critical thinking skills by providing an understanding of theory and application as related to leadership.

- Enable Learners to integrate formal academic learning with personal experiences so that learning becomes meaningful, personalized and relates to one’s professional and practical needs.
- Promote the development of and appreciation for effective leadership in a multicultural and diverse environment.

Required Core Courses		Credits
LDR 2100	Foundations of Leadership	3
LDR 2125	Leadership Communications	3
LDR 2150	Leadership Theory and Practice	3
LDR 2460	Project Management Fundamentals and Leadership	3
Elective Courses		Credits
LDR 2480	Leadership Group Dynamics	3
LDR 2490	Nonverbal Communications in Leadership	3

Pre-Baccalaureate Certificate Program Requirements

Courses	Semester Credits
Required Undergraduate Courses:	12
Elective Undergraduate Courses:	3
Total:	15

Program Length: 6 Months (full-time status)



POST-BACCALAUREATE CERTIFICATE PROGRAM

The Post-Baccalaureate Certificate Program (PBC) is offered by the School of Business at California Southern University. It is designed for individuals who have already earned a bachelor degree. Certificate programs provide specific professional learning in a concentrated format by offering a prescribed set of courses to earn academic credit in a specific subject area. This is not a degree program, but a certificate program; upon completion of the program requirements, Learners earn a certificate focused in a particular area of study. Learners who show an interest in pursuing the PBC are seeking a quality education that focuses on continuing education and professional development.

The School of Business offers certificate programs in management, financial management, human resources, international business, and project management.

The objectives of the Post-Baccalaureate Certificate Program are to:

- Promote the incorporation of practical business experience with formal academic learning so that shared experiences can create integrated learning.
- Foster growth in intellectual accomplishment and an opportunity to develop an executive level perspective on business practices.
- Encourage Learners to develop the ability to use quantitative and qualitative tools to identify and address business problems and opportunities.
- Encourage Learners to gain an appreciation of ethical principles and its application to the business environment.
- Provide working professionals the chance to experience graduate study without committing to a full graduate program.
- Enable personal growth and the ability to gain academic experience and a credential in a given discipline.
- Provide the option of pursuing a Master of Business Administration degree upon successful completion of the certificate program.
- Facilitate the acquisition of practical knowledge with an understanding of the integrated nature of business functions.
- Provide the tools to evaluate the issues that characterize the contemporary business environment.

Post-Baccalaureate Certificate Program Requirements

Courses	Semester Credits
Required Certificate/MBA Courses:	18
Total:	18

Program Length: 1 Year (full-time status)

CERTIFICATE IN FINANCIAL MANAGEMENT

The Post-Baccalaureate Certificate in Financial Management (CBFM) is designed to meet the needs of baccalaureate degreed business students and financial management professionals who want to upgrade their skill set through professional development utilizing continuing education in an online format. This certificate program reinforces financial concepts in areas that support solid financial management skills.

Required Core Courses		Credits
MGT 86512	Managerial Accounting for Decision Making	3
FIN 86505	Corporate Finance	3
FIN 87513	Investment Management	3
FIN 87514	Financial Institutions	3
FIN 87516	Capital Markets	3
FIN 87518	Behavioral Corporate Finance	3

CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

The Post-Baccalaureate Certificate in Human Resource Management (CBHRM) is designed to meet the needs of baccalaureate degreed business students and human resource professionals who want to upgrade their skill set through professional development utilizing continuing education in an online format. This certificate program will provide the knowledge necessary to make informed decisions in organizational management and the implementation of human resource policies.

Required Core Courses		Credits
MGT 86519	Ethics in Business	3
HRM 86503	Human Resource Management	3
HRM 87502	Compensation Issues in HRM	3
HRM 87503	Labor Relations	3
HRM 87504	Supervisory Concepts and Practice	3
HRM 87505	Effective Training and E-Learning	3

CERTIFICATE IN INTERNATIONAL BUSINESS

The Post-Baccalaureate Certificate in International Business (CBIB) is designed to meet the needs of baccalaureate degreed business Learners and business professionals who want to upgrade their skill set through professional development utilizing continuing education in an online format. This certificate program meets the growing need for American college graduates to be better educated about how to do business in a global economy. It gives Learners the opportunity to gain knowledge in international business and develop international skills. This certificate program offers a global perspective and is designed to foster an understanding of global business and social environments.

Required Core Courses		Credits
MGT 86519	Ethics in Business	3
IB 87512	International Economics	3
IB 87513	International Marketing	3
IB 87514	Cultural Environments of International Business	3
IB 87517	International Business Law	3
IB 87518	International Financial Management	3

CERTIFICATE IN MANAGEMENT

The Post-Baccalaureate Certificate in Management (CBM) is designed not only to provide continuing education for baccalaureate degreed business professionals but it also provides non-business college graduates the opportunity to develop expertise and acquire credentials in the field of business. It explores vital business topics of interest to those who want to develop a solid foundation in management.

To be effective, today's leaders must understand the interdependence between business and their work environment; making it essential that executives, in all fields, develop an understanding of general business practices. The CBM provides the opportunity to upgrade or attain skills to keep pace with the changes in the field of business and provide exposure to the language of business.

Required Core Courses		Credits
MGT 86506	Organizational Behavior	3
MGT 86512	Managerial Accounting for Decision Making	3
MGT 86507	Strategic Management	3
MGT 86510	Statistical Analysis	3
MGT 86535	Management of Change	3
MGT 86537	Management of Information Systems for Managers	3

CERTIFICATE IN PROJECT MANAGEMENT

The Post-Baccalaureate Certificate in Project Management (CBPM) is designed to meet the needs of baccalaureate degreed business Learners and business professionals who want to upgrade their skill set through professional development utilizing continuing education in an online format. This certificate provides Learners with necessary tools, skills, and knowledge to be an effective project manager.

Required Core Courses		Credits
MGT 86529	Project Management	3
PM 86900	Project Management Concepts and Essentials	3
PM 86901	Project Management Strategic Design	3
PM 86902	Project Management Organization	3
PM 86903	Project Management Integration	3
PM 86910	PM Capstone	3

CERTIFICATE IN STRATEGIC LEADERSHIP

Strategic leadership skills are paramount for successful business executives as we move into the 21st century. Executives must have the potential to express a strategic vision for their organization, and in addition, motivate and persuade their workforce to acquire and perpetuate this corporate vision. Strategic leaders gain this competitive advantage in becoming knowledgeable and highly skilled professionals through: 1) building business acumen, 2) effective communications techniques, and 3) understanding human behavior. Strategic leaders work in very defined and distinct environments on very difficult issues that influence and impact both their own corporate culture and the social environment that surrounds their organization. Therefore, to be an excellent strategic leader you must be cognizant of not only the needs and requirements of your own organization, but in addition, learn how to develop and maintain a social responsibility toward your community.

The paramount objective of CalSouthern's MBA Certificate Program in Strategic Leadership is to expand the Learner's knowledge and skill-set in these areas of business acumen, communications, and human behavior. CalSouthern's certificate program accomplishes this objective with six specialized courses designed to build strategic leadership skills that focus on executive decision making, critical thinking, conflict resolution, cultural communications, social responsibility and stewardship, and human relations skills.

Required Core Courses		Credits
MGT 86519	Ethics in Business	3
SLDR 86000	Essential Concepts for Strategic Management and Leadership	3
SLDR 86004	Conflict Management Strategies and Resolution	3
SLDR 86005	Leadership Strategies for Developing High Performance Teams	3
Elective Courses (Choose two)		Credits
MGT 86535	Management of Change	3
SLDR 86001	Role of Leadership in Strategic Management Communications	3
SLDR 86002	Effective Human Relations Skills for Leaders	3
SLDR 86003	Leadership for Promoting Strategic Corporate Social Responsibility	3
SLDR 86006	Customer Service Leadership	3

4. SCHOOL OF CRIMINAL JUSTICE AND LAW ENFORCEMENT



SCHOOL OF CRIMINAL JUSTICE AND LAW ENFORCEMENT

Mission Statement

The mission of the School of Criminal Justice and Law Enforcement is to provide a high quality undergraduate and graduate education to a globally dispersed student body of adult Learners using distance learning methodologies. The School is dedicated to providing a rich and dynamic educational experience to those who choose the freedom and flexibility of distance learning to achieve their educational goals. The School is committed to providing programs that develop innovative, principled, insightful leaders and cultivating an environment of academic integrity while stimulating intellectual curiosity through a respectful exchange of ideas between its Faculty Mentors and its Learners.

BACHELOR OF SCIENCE IN CRIMINAL JUSTICE

Program Objectives

The Bachelor of Science in Criminal Justice (BSCJ) program is the study of crime and the administration of criminal justice systems and their effect on society. The curriculum is designed to provide practical knowledge of criminal justice systems and operations with an emphasis on the criminal courts, investigative principles, ethical principles, criminal law, victims of crime, and community relations. It provides the opportunity to continue studies in various areas which include: organized crime, white collar crime, drug and alcohol abuse, social and forensic psychology, and terrorism and terrorism response. This directed self-study program will provide the requisite knowledge base to understand the causes of crime, the means to prevent crime and to be an effective leader in the field of criminal justice.

Program Learning Outcomes

WRITTEN COMMUNICATION

Apply effective written communication skills to various interactions with law enforcement personnel, victims, witnesses, and suspects utilizing the language conventions specific to criminal justice.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

CRITICAL THINKING

Demonstrate critical thinking and skeptical inquiry in the understanding of key concepts in criminal justice, applying these concepts appropriately, evaluating and justifying positions, and creating coherent arguments.

CULTURAL AND SOCIAL UNDERSTANDING

Analyze the major historical and contemporary issues facing the criminal justice system as they relate to contemporary urban society and respect for racial, ethnic, cultural, and gender diversity.

INFORMATION LITERACY

Demonstrate information literacy and technological competency to facilitate the study of criminal justice and criminology.

PERSONAL DEVELOPMENT

Practice and apply inter-personal skills in the educational environment so that learning criminal justice and law enforcement practices and procedures is meaningful, personalized and related to both personal and professional goals.

QUANTITATIVE REASONING

Demonstrate the ability to use analytical skills in conjunction with information systems, data analysis and computer skills to understand situations in criminal justice and make well-reasoned decisions.

SCIENTIFIC REASONING

Possess the knowledge, understanding, and ability to employ state-of-the-art technologies common to the criminal justice profession to conduct research and present findings explaining how this data informs polices and programs.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Apply ethical and legal principles using sound judgment to evaluate and employ appropriate professional behaviors within all aspects of their life.

Bachelor of Science in Criminal Justice Admissions Requirements

Admission into the Bachelor of Science in Criminal Justice (BSCJ) degree program requires a high school diploma or a GED, or successful completion of approved post-secondary work, which demonstrates the reasonable expectation that the applicant is qualified to complete the program.

The university may accept a maximum of 90 semester credits in transfer toward the BSCJ degree for course work completed at an appropriately accredited institution. In addition, credit earned on national examinations such as CLEP, or in military schooling may be accepted in transfer. Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, the university must have on file official transcripts of college work, official transcripts of CLEP results, or a certified copy of the DD-214 for military schooling or 5454R Evaluation of Military Training.

Bachelor of Science in Criminal Justice Degree Requirements

Lower Division	Upper Division	Totals
21 credits General Education	15 credits General Education	36
18 credits Required Core	15 credits Required Core	33
6 credits BSCJ Electives	9 credits BSCJ Electives	15
15 credits General Electives	21 credits General Electives	36
60 Lower Division Credits	60 Upper Division Credits	120

Program Length: 4 Years (full-time status)

General Education Courses

Please see the Undergraduate General Education section of the catalog for a listing of General Education Courses.

Required Core Courses	Credits
Lower Division Courses	
UNIV 2000 University Success Online	3
LGL 2101 Introduction to Criminal Justice	3
LGL 2110 Criminal Procedure and the Court System	3
LGL 2121 Corrections: A Comprehensive View	3
LGL 2210 Ethics in Criminal Justice	3
LGL 2221 Criminal Investigation Procedures	3
Upper Division Courses	
LGL 2415 Criminal Law	3
LGL 2420 Applied Criminology	3
LGL 2531 Law Enforcement and the Community	3
LGL 2525 Administrative Office Procedures in Criminal Justice	3
CAP 2401 BSCJ Capstone	3

Criminal Justice Electives		Credits
Lower Division Courses		
LGL 2105	Family Violence	3
LGL 2118	Organized Crime	3
LGL 2128	Cultural Diversity in Criminal Justice	3
LGL 2130	Cyber-Crime and Cyber-Terrorism	3
LGL 2215	White Collar Crime	3
LGL 2225	Social Psychology	3
LGL 2228	Homeland Security	3

Criminal Justice Electives		Credits
Upper Division Courses		
LGL 2410	Research Methods in Criminology	3
LGL 2412	Drugs and Substance Abuse	3
LGL 2510	Introduction to Forensic Psychology	3
LGL 2511	Juvenile Justice – Current	3
LGL 2518	Introduction to Terrorism	3
LGL 2521	Victims and the Criminal Justice System	3
LGL 2535	Terrorism Response: Infrastructure and Risk Analysis	3

The general elective courses for Criminal Justice can be taken from any 2000 level courses as long as all prerequisites are met. The electives can be selected from a variety of courses in any of the University's schools giving the Learner a broad based education.

MASTER OF SCIENCE IN LAW ENFORCEMENT EXECUTIVE LEADERSHIP

Program Objectives

The Master of Science in Law Enforcement Executive Leadership program is designed to provide executive level organizational leadership skills for law enforcement supervisory and management professionals. The program is developed to formulate real time management solutions with an emphasis on the administering of policies, procedures, and guidelines for the law enforcement executive leader. Criminal justice agencies operate in divisions, sections, and bureaus and other sub-system categories. There are functions associated with each category and this master's curriculum will prepare the learner to implement and execute these functions. The MSLEEL program educates executives, managers, line-level supervisors, and persons interested in becoming executive leaders in the criminal justice field.

Program Learning Outcomes

Communicate in writing utilizing clear direction, guidance, and procedures with others in most organizational settings to include vertical and horizontal in a criminal justice environment.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Employ appropriate analytical models and apply critical reasoning processes to complex executive level organizational issues and provide the overarching philosophy for resolution.

Acquire a keen awareness, identification, and genuine sensitivity to the diversity of cultures involved in a criminal justice operational environment.

Analyze information and formulate executive level alternatives for resolution demonstrating competence and effectiveness in disseminating information synthesized for the organization.

Provide awareness, confidence, and a sense of accomplishment through the acquisition of managerial level strategies, plans, and philosophies about the criminal justice system.

Apply and analyze quantifiable numerical data and make intelligent and rational decisions that support a criminal justice agency.

Maximize the use of research and statistical methodologies to apply in executive level management decisions in the area of theoretical analysis of policing of criminal justice strategy.

Demonstration of competent ethical, legal, and professional conduct issues which fosters behaviors and decisions that meet a high duty of trust and reliability in all management decisions.

Master of Science in Law Enforcement Executive Leadership Admissions Requirements

Admission to the Master of Science in Law Enforcement Executive Leadership (MSLEEL) degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited institution.

The university may accept a maximum of 6 graduate semester credits in transfer toward the MSLEEL degree for graduate course work completed at an appropriately accredited institution. Credit earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer. To enable the evaluation of prior college work, the official transcripts must be provided to, and approved by, the university.

Master of Science in Law Enforcement Executive Leadership Degree Requirements

Courses	Semester Credits
Required MSLEEL Courses:	36
Total:	36

Program Length: 2 Years (full-time status)

Master of Science in Law Enforcement Executive Leadership Courses

Required Core Courses	Credits
LE 86500 Organizational Leadership Communication	3
LE 86510 Law Enforcement Code of Ethics	3
LE 86520 Budgeting Development / Analysis	3
LE 86530 Homeland Security Strategic Application	3
LE 86540 Police Management of Technology	3
LE 86550 Police Administrative Policy Operations	3
LE 86560 Strategic Organizational Planning	3
LE 86570 Executive Corrections Management	3
LE 86580 Contemporary Criminal Justice Trends	3
LE 86590 Administration of Police Executive Systems	3
LE 86600 Cultural Competency in Criminal Justice	3
CAP 89100 MSLEEL Capstone	3

5. SCHOOL OF BEHAVIORAL SCIENCES



SCHOOL OF BEHAVIORAL SCIENCES

Mission Statement

The School of Behavioral Sciences strives to be a leader in the advancement of the behavioral sciences in promoting mental health and service to society. The goal is to provide the knowledge and skills necessary to improve the lives of people in diverse communities around the world. The school is committed to a pursuit of humanistic thought and action, multicultural understanding, academic excellence, and lifelong learning.

BACHELOR OF ARTS IN PSYCHOLOGY

Program Objectives

The Bachelor of Arts (BA) in Psychology degree program introduces learners to the field of psychology and behavioral studies, and provides the foundation in psychology that allows application of psychology to bachelor-level careers in industry, government, and relevant nonprofit agencies. The BA program in Psychology also provides the basic knowledge and skills that serve learners in entry-level, staff positions in mental health centers and social service agencies, as well as for those who desire to seek further, graduate-level education in psychology and related fields.

Program Learning Outcomes

WRITTEN COMMUNICATION

Demonstrate the ability to utilize written forms of communication to express one's understanding of the foundations of psychology.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication.

CRITICAL THINKING

Examine evidence carefully from introductory psychological theory and research, and interpret this information while employing primary concepts of validity, reliability, and logic.

CULTURAL AND SOCIAL UNDERSTANDING

Identify and explain the impact that cultural and social beliefs have on personal ethics, values, and worldviews.

INFORMATION LITERACY

Understand technology's impact on information-gathering, fact-finding, and reliable and well-managed use, differentiating among its various sources, and demonstrate the ability to locate it efficiently and control it effectively.

PERSONAL DEVELOPMENT

Select key principles and findings from formal academic sources and integrate them with personal experiences in a meaningful way that relates to individual life goals.

QUANTITATIVE REASONING

Apply basic logic, mathematical reasoning, and statistical analysis to problem solving, drawing logical conclusions and decision making.

SCIENTIFIC REASONING

Differentiate between scientific and non-scientific observations and conclusions to generate empirically based arguments and predictions.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Recognize key ethical, legal, and professional issues, identifying and distinguishing between basic moral developmental perspectives.

Bachelor of Arts in Psychology Admissions Requirements

Admission into the Bachelor of Arts in Psychology (BA) degree program requires a high school diploma or a GED, or successful completion of approved postsecondary work, which demonstrates the reasonable expectation that the applicant is qualified to complete the program.

The university may accept a maximum of 90 semester units in transfer toward the BA for course work completed at an appropriately approved or accredited institution. In addition, credit earned on national examinations such as CLEP, or in military schooling may be accepted in transfer.

Credit earned in undergraduate courses for which a grade of "C" or higher was earned will be considered for transfer. In order to evaluate prior work, the university must approve and have on file official transcripts of college work, official transcripts of CLEP results, and a certified copy of the DD-214 for military schooling or 5454R Evaluation of Military Training.

Bachelor of Arts in Psychology Degree Requirements

Lower Division	Upper Division	Totals
21 credits General Education	15 credits General Education	36
15 credits Required Core	15 credits Required Core	30
9 credits Psychology Electives	12 credits Psychology Electives	21
15 credits General Electives	18 credits General Electives	33
60 Lower Division Credits	60 Upper Division Credits	120

Program Length: 4 Years (full-time status)

General Education Courses

The General Education courses for the BA in Psychology degree are grouped in five sub-disciplines: English, humanities, mathematics, natural sciences, and social sciences. A course listing is included in the Undergraduate General Education section, and descriptions are located in the Course Description section of the university catalog.

Bachelor of Arts in Psychology Courses

Required Core Courses		Credits
Lower Division Courses		
UNIV 2000	University Success Online	3
PSY 2300	Introduction to Psychology	3
PSY 2301	Theories and Techniques of Counseling and Psychotherapy	3
PSY 2302	Basic Abnormal Psychology	3
PSY 2303	Introduction to Human Development	3

Required Core Courses		Credits
Upper Division Courses		
PSY 2504	Fundamentals of Research Methodology (Prerequisite: MATH 1305)	3
PSY 2505	Cognition and the Brain	3
PSY 2400	Introduction to Social Psychology	3
PSY 2403	Ethical and Professional Issues	3
CAP 2403	BA Capstone	3

Psychology Elective Courses		Credits
PSY 2101	Introduction to Human Sexual Behavior	3
PSY 2102	Introduction to Theories and Techniques of Group Counseling	3
PSY 2103	Introduction to Forensic Psychology	3
PSY 2106	Psychology of Communication	3
PSY 2107	Intercultural Psychology	3
PSY 2306	Foundations of Addiction	3
PSY 2307	The Physiology and Pharmacology of Substance Abuse	3
PSY 2309A	Ethical and Professional Issues in Addiction Counseling	3
PSY 2316	Personal and Professional Growth	3
PSY 2317	Individual, Family and Group Counseling	3
PSY 2318	Culture and Diversity in Addiction Counseling	3
PSY 2507	Case Management: Assessment, Treatment Planning, Relapse Prevention and Aftercare	3
PSY 2404	Crisis Intervention	3
PSY 2405	Introduction to Behavior Modification	3
PSY 2408	Current Issues in Psychology and Health	3
PSY 2409	Marriage and Family	3
PSY 2410	Psychology of Adjustment	3
PSY 2411	Psychology in Business	3

General Elective Courses

The general elective courses for the BA in Psychology degree can be taken from 2000 level courses as long as all prerequisites are met. Learners can enhance their education in psychology by taking additional electives from the psychology elective courses, or they can take a variety of courses from the other schools of the university for a broad based educational experience.



MASTER OF ARTS IN PSYCHOLOGY

(WITH AN EMPHASIS IN MARRIAGE AND FAMILY THERAPY)

Program Objectives

The Master of Arts (MA) in Psychology degree program with an emphasis in Marriage and Family Therapy provides a solid graduate level foundation in the area of marriage and family therapy. The curriculum is designed to meet the educational requirements for marriage and family therapist (MFT) licensure in California and licensed professional clinical counselor (LPCC) licensure in California. The program also provides Learners with the foundational knowledge and skills necessary to prepare for doctoral level study at this university. The degree may not meet the requirements in other states. Prospective Learners should consult with the appropriate board in their state regarding licensure to practice therapy at the master's level. The degree program is designed to meet the requirements for MFT licensure per California Business and Professions Code (BPC) Sections 4980.36, 4980.37, 4980.39, 4980.41 (as required by BPC Section 4980.38). The degree program is also designed to meet the requirements of LPCC licensure per California Business and Professions Code (BPC) Sections 4999.32 and 4999.33 (as required by BPC Section 4999.40(a)).

Program Learning Outcomes

COMMUNICATION

Communicate an understanding of individual, couple, family and group counseling theories.

ASSESSMENT AND DIAGNOSIS

Utilize evidence-based assessment and testing methods in therapy including diagnosis with established classification systems.

INTERPERSONAL SKILLS

Cultivate interpersonal skills to work effectively with diverse individuals, couples and families.

CULTURAL AND SOCIAL UNDERSTANDING

Develop a personal and professional understanding of diverse cultures, marginalized communities, and special populations.

ETHICAL, LEGAL AND PROFESSIONAL ISSUES

Analyze ethical behavior as it relates to professional standards in therapy.

LIFESPAN DEVELOPMENT

Contrast normal versus abnormal patterns of development across the lifespan and identify the protective and risk factors that influence developmental outcomes for individuals, couples and families.

CRITICAL THINKING

Exercise critical thinking in applying evidence-based research to the counseling profession.

SELF-ASSESSMENT

Engage in strategies for personal and professional self-evaluation, self-care and implications for professional practice.

CAREER DEVELOPMENT

Integrate theories and techniques associated with career development interrelated with work, family and other life roles.

Master of Arts in Psychology Admissions Requirements

Admission to the Master of Arts in Psychology (MA) degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited institution. Official transcripts must be on file and accepted by the university for graduate transfer units and for the bachelor's degree or its equivalent.

Master of Arts in Psychology Degree Requirements

Courses	Semester Credits
Required Psychology Courses:	60
Total:	60

Program Length: 4 Years (full-time status)

Required Courses	Credits
PSY 86502.1 Counseling Theories and Strategies	3
MFT 86504.1 Ethical and Legal Issues in Therapy	3
PSY 86508.1 Culture and Diversity in Counseling	3
PSY 86505.1 Lifespan Development	3
PSY 86506.1 Psychopathology	3
PSY 86509.1 Systems of Family Therapy	3
PSY 86511.1 Substance Abuse and Related Disorders	3
PSY 86510.1 Child and Adolescent Therapy	3
PSY 86514.1 Couples and Sex Therapy	3
PSY 86512.1 Group Counseling	3
PSY 87547.1 Career Counseling	3
MFT 86513.1 Assessment Techniques in Therapy	3
PSY 87519.1 Crisis and Trauma Counseling	3
PSY 86520.1 Advanced Counseling Techniques	3
MFT 86700.1 Psychopharmacology	3
PSY 87543.1 Systems of Care in Community Metal Health	3
MFT 86900.1 Research Methods and Statistics	3
MFT 86704.1 Practicum I (Prerequisite: PSY 86502.1, MFT 86504.1, PSY 86508.1, PSY 86505.1, PSY 86506.1, PSY 86509.1, PSY 86511.1, PSY 86510.1, PSY 86514.1, PSY 87519.1, PSY 86520.1)	3
MFT 86705.1 Practicum II (Prerequisite: MFT 86704.1)	3
MFT 86706.1 Practicum III (Prerequisite: MFT 86705.1)	3

Personal Therapy Requirement

Learners who are being trained to become marriage and family therapists (MFT) and licensed professional clinical counselors (LPCC) are encouraged to develop insight into personal factors that may affect their performance as clinicians. Faculty mentors and supervisors encourage the Learner's greater self-reflection and self-awareness through course work and clinical training. Additionally, a Learner's participation in individual, family or group counseling can be beneficial for personal growth and education. The psychology faculty at California Southern University believe that the requirement of personal therapy is an important component of the Master of Arts in Psychology program.

The requirement is met by the Learner participating in a minimum of twelve (12) hours of individual therapy or twenty (20) hours of couple/family/group therapy. Up to half of these required hours can be met through participation in recovery-oriented services. Therapy completed prior to enrolling in the Master of Arts in Psychology program may be considered to meet this requirement.

Marriage and Family Therapist and/or Licensed Professional Clinical Counselor Licensure Requirements

The primary role of California Southern University is to provide the educational requirements for licensure in the State of California. Since licensing requirements change periodically, Learners are advised that they may need to modify their degree plan to conform to current requirements. Learners should maintain contact with the Board of Behavioral Sciences (BBS) to remain informed about all licensing requirements. A copy of the current MFT and LPCC regulations may be obtained by writing to the California Board of Behavioral Sciences:

California Board of Behavioral Sciences
 1625 North Market Blvd. Suite S-200
 Sacramento, CA 95834
 Phone: 916-574-7830
www.bbs.ca.gov

MASTER OF SCIENCE IN PSYCHOLOGY

Program Objectives

The Master of Science (MS) in Psychology degree program offers a wide range of academic and professionally-oriented psychology courses. This degree is offered in response to a demand from Learners and industry leaders for a degree that is designed for those interested in pursuing a strong theoretical and research foundation in psychology that can be applied to related fields such as chemical dependency counseling, sports psychology, pastoral counseling, life coaching, and consultation in business and industry.

The program places an emphasis on scientific research and in obtaining practical experience in a non-clinical setting. The MS in Psychology degree offers an alternative to the Masters of Arts (MA) in Psychology degree. The MS in Psychology is designed to be generally applicable to related fields but does not lead to licensure as a marriage and family therapist nor as a licensed professional clinical counselor (for those professional goals, please see the MA in Psychology program). The MS in Psychology curriculum covers both the theoretical and research-based knowledge needed to offer integrated services that can be applied to chemical dependency counseling, sports psychology, pastoral counseling, life coaching, and consultation in business and industry. The MS in Psychology provides the knowledge and skills necessary for growth in professional careers in the helping professions, industry, sports, or pastoral counseling. The program also provides learners with key foundational psychological knowledge necessary for doctoral level study (Doctor of Psychology) at California Southern University.

Program Learning Outcomes

Articulate in writing increasingly complex psychological ideas with the capacity to organize and develop concepts with professional-level scientific support.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Analyze evidence from the science of psychological theory and research, and interpret this information employing graduate-level applications of validity, reliability, and logical argumentation.

Apply and differentiate the critical impact that cultural and social institutions have on personal ethical systems, values, and worldview assumptions, including proficiencies in theories and issues in diversity: multiethnic, multicultural, gender, ageism, sexual orientation, and disability.

Appraise and integrate information from the science of psychology, along with its sources, critically and in professional form.

Synthesize increasingly complex principles and scientific findings from within psychology, and apply them to personal experiences so that the information is meaningful and organically applied to humanistic scientific endeavors.

Evaluate statistically based reasoning processes and apply to increasingly complex psychological research findings and emergent questions.

Formulate a system of inquiry that is dependent on empirical evidence, as well as demonstrate the ability to reason by advanced principles of deduction, induction, and analogy in psychology.

Analyze and apply ethical behavior as it relates to professional standards of practice in psychological research.

Compare theories in assessing individual from multiple perspectives and discriminate between psychological issues that may arise within various non-clinical settings.

Master of Science in Psychology Admissions Requirements

Admission to the Master of Science in Psychology degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited institution, with the official transcripts thereof accepted and on file at the university.

Master of Science in Psychology Degree Requirements

Courses	Semester Credits
Required Psychology Core Courses:	21
Required Psychology Elective Courses:	15
Thesis:	6
Total:	42

Program Length: 2 Years (full-time status)

Required Core Courses	Credits
PSY 86502.1 Counseling Theories and Strategies	3
PSY 86801 Therapeutic Boundaries	3
PSY 86506.1 Psychopathology	3
PSY 86512.1 Group Counseling	3
PSY 87515 Social Psychology	3
PSY 88002 Applied Concepts	6

Thesis	Credits
PSY 86899 Master's Thesis	6

Elective Areas of Concentration (15 semester credits)

Concentration One: General Psychology *		Credits
PSY 86505.1	Lifespan Development	3
PSY 87507	Human Sexuality	3
PSY 86523	Psychology of Learning	3
PSY 86509.1	Systems of Family Therapy	3
PSY 87536	Cognitive-Behavioral Psychotherapy	3
PSY 87550	Positive Psychology	3
PSY 86508.1	Culture and Diversity in Counseling	3
PSY 86517	Psychology of Aging	3

Concentration Two: Pastoral Counseling		Credits
PSY 87541	Psychology of Religion	3
PSY 86509.1	Systems of Family Therapy	3
PSY 87507	Human Sexuality	3
PSY 86517	Psychology of Aging	3
PSY 87533	Psychology of Death and Dying	3

Concentration Three: Alcoholism and Chemical Dependency		Credits
PSY 86511.1	Substance Use and Related Disorders	3
PSY 86509.1	Systems of Family Therapy	3
PSY 87534	Dual Diagnosis	3
PSY 87538	Advanced Psychology of Addiction and Compulsive Behaviors	3
PSY 87542	Eating Disorders	3

Concentration Four: Industrial/Organizational Psychology		Credits
PSY 87521	Industrial/Organizational Psychology	3
PSY 86508.1	Culture and Diversity in Counseling	3
PSY 87522	Consulting in Business, Education and Mental Health	3
PSY 87529	Myers-Briggs Type Indicator	3
PSY 87561	Interpersonal Conflict in the Workplace	3

Concentration Five: Sport Psychology		Credits
PSY 87100	Applied Sport Psychology I	3
PSY 87101	Applied Sport Psychology II (Prerequisite: PSY 87100)	3
PSY 87110	Current Issues in Sport Psychology	3
PSY 87115	Psychology of Coaching	3
PSY 87120	Enhancing Performance: Preparation/ Motivation	3

* For the concentration in General Psychology, 15 credits may be taken of graduate courses offered at the MA, MS or PsyD level. PsyD core courses may not be selected as electives. Please consult the Academic Advisor for additional information.

DOCTOR OF PSYCHOLOGY

Program Objectives

The Doctor of Psychology (PsyD) degree program is for individuals who are interested in advancing their knowledge of clinical issues in psychology and developing the practical application of this knowledge for the professional practice of psychology. The curriculum is designed to meet the educational requirements for licensure as a clinical psychologist in the State of California. The Doctor of Psychology exposes learners to theoretical and practical methodologies within the field.

Our innovative program provides comprehensive courses as well as a variety of elective courses to emphasize the service orientation of a professional clinical degree. The program provides learners with the knowledge and skills necessary for growth in their professional career.

Program Learning Outcomes

Formulate and express in writing advanced conceptualizations of psychological ideas with the capacity to design, evaluate, and defend these concepts.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Construct and assess logical and/or empirical evidence from advanced clinical psychological theory and research, employing complex judgments drawn from inferential statistics and scientific methodology.

Critically weigh and consider the clinical impact that cultural and social institutions have on psychotherapy clients' ethical systems, values, worldview assumptions, and presenting, psychological symptoms.

Evaluate psychological sources and information, as well as generate psychological reports in professional and technically proficient language.

Critically appraise advanced psychological principles and findings from the clinical psychological literature, and generalize them to personal experiences so that the information is meaningful and organically applied to humanistic, grounded professional goals.

Distinguish between advanced, statistically based reasoning processes and apply to complex psychological research and questions about clinical treatment and assessment.

Design an advanced system of inquiry that is rooted in peer-reviewed, empirical research findings to describe, critically evaluate, hypothesize about, predict outcome, and intervene with clinical populations.

Justify and validate the rationale underlying ethical behavior as it relates to professional standards of practice in clinical psychology.

Incorporate psychometric theory in designing assessment methods in clinical psychology, including critically evaluating established systems of diagnosis.

Create and evaluate evidence-based psychotherapeutic treatment plans to reduce psychopathological symptoms and improve clients' adaptive functioning.

Evaluate and integrate advanced findings from brain science with clinical assessment, diagnosis, and treatment planning.

Summarize and clinically incorporate research findings from cognitive science, affect theory, learning, memory, and motivation.

Distinguish between statistically normal and abnormal patterns of development across the lifespan, and discriminate between the various protective vs. risk factors that influence developmental outcomes for clinical populations.

Doctor of Psychology Admissions Requirements

Admission to the PsyD program requires a bachelor's degree or its equivalent completed at an appropriately accredited post-secondary institution as well as a master's degree in the field of study or related field from an appropriately accredited post-secondary institution. The official transcripts relating to these degrees must be accepted by and on file at the university. If the applicant has earned a master's degree in another field from an appropriately accredited post-secondary institution, the applicant may petition the Admissions Committee to evaluate the foundational readiness to be successful in the program.

In this case, the Admissions Committee may require the completion of six prerequisite graduate level courses for the PsyD degree:

- PSY 86502.1 Counseling Theories and Strategies
- PSY 86801 Therapeutic Boundaries
- PSY 86508.1 Culture and Diversity in Counseling
- PSY 86505.1 Lifespan Development
- PSY 86506.1 Psychopathology
- PSY 86511.1 Substance Abuse and Related Disorders

California Southern University may accept a maximum of thirty (30) semester credits in transfer for courses completed at an appropriately accredited postsecondary institution toward the PsyD degree program. The courses must be doctoral level courses completed with a grade of B or better and the courses must be directly related to the respective degree program at California Southern University.

Clinical Training (Practicum)

The practicum courses are optional and offered as electives. These courses may be necessary for Learners seeking licensure. Learners have the responsibility to check on their state licensing requirements regarding practicum.

The practicum courses complement academic course work and provide a range of supervised experience upon which professional competence is established. Clinical training may begin once the Comprehensive Exam and personal therapy have been successfully completed and may include placement in major medical centers, private practices, community mental health agencies, psychiatric hospitals, and inpatient facilities. Training is comprehensive and may include psychological assessments, personality and neuropsychological testing and treatment under expert supervision, including clinical sites that serve adults, adolescents, children, and families.

Clinical Psychology Licensure Requirements

Since licensing requirements change periodically, Learners are advised that they may need to modify their degree plan to conform to current requirements. Learners should maintain contact with the Board of Psychology to remain informed about all licensing requirements. A copy of the current regulations may be obtained by writing to the Board of Psychology:

Board of Psychology
2005 Evergreen St. Suite 1400
Sacramento, CA 95815-3831
Phone: 916-263-2699
www.psychboard.ca.gov

Comprehensive Examination

The Comprehensive Examination provides an opportunity to assess comprehensive academic competence in psychology. Preparing for and taking the examination encourages the integration of all facets of doctoral education completed during the first two years of the program. The examination is considered in evaluating a Learner's readiness to move forward in the program. The exam is taken following the successful completion of the eleven (11) core courses and before beginning chosen electives. In order to continue in the program, Learners must successfully pass the examination within three tries.

Personal Therapy Requirement

Learners who are being trained to become Clinical Psychologists are encouraged to develop insight into personal factors that may affect their performance as clinicians. Faculty Mentors and supervisors encourage greater self-reflection and self-awareness through course work and clinical training. Additionally, a Learner's participation in individual, family or group counseling can be beneficial for personal growth and education. The psychology faculty at California Southern University believe that the requirement of personal therapy is an important component of the doctoral program. This prerequisite for practicum is met by the Learner participating in a minimum of twelve (12) hours of individual therapy or twenty (20) hours of couple/family/group therapy. Up to half of these required hours can be met through participation in recovery-oriented services. Therapy completed prior to enrolling in the Doctor of Psychology program may be considered to meet this requirement.

Doctoral Project

An essential feature of a doctoral program is a commitment to scholarship. Learners complete a Doctoral Project that provides an opportunity to study a clinically relevant topic, selecting from a wide variety of approaches to scholarship.

These methods may include a community-based action research project, a critical analysis of the literature, or a clinical application and analysis. Opportunities exist to conduct research on a topic of individual choice using research methods, not only for application in professional practice and consultation, but also to advance scientific knowledge. Learners are given extensive support throughout the Doctoral Project.

Doctor of Psychology Degree Courses

Courses	Semester Credits
Core Courses:	33
Elective Psychology Courses:	18
Comprehensive Examination:	1
Doctoral Project Courses:	14
Internship:	0
Total:	66

Program Length: 4 Years (full-time status)

Core Course Requirements	Credits
PSY 87500 Advanced Theories of Personality	3
PSY 87503 History and Systems in Psychology	3
PSY 87504 Ethical and Professional Issues	3
PSY 87506 Advanced Psychopathology	3
PSY 87508A Cultural Diversity	3
PSY 87524 Cognition, Emotion and Motivation	3
PSY 87540 Statistical Methods and Analysis	3
PSY 87700 Psychopharmacology	3
PSY 87701 Physiological Psychology	3
PSY 87702 Psychological Assessment I	3
PSY 87127 Research Methods in Psychology	3

Elective Courses		Credits
PSY 87100	Applied Sport Psychology I	3
PSY 87101	Applied Sport Psychology II (Prerequisite: PSY 87100)	3
PSY 87110	Current Issues in Sport Psychology	3
PSY 87115	Psychology of Coaching	3
PSY 87120	Enhanced Performance: Preparation / Motivation	3
PSY 87125	Research in Sport Psychology	3
PSY 87507	Human Sexuality	3
PSY 87509	Advanced Psychology of Marriage and Family Systems	3
PSY 87513	Psychological Tests and Measurements	3
PSY 87514	Brief Therapy	3
PSY 87515	Social Psychology	3
PSY 87518	Hypnosis: Theory and Practice	3
PSY 87519.1	Psychology of Trauma	3
PSY 87521	Industrial/Organizational Psychology	3
PSY 87527	Psychology of Stress and Stress-Related Disorders	3
PSY 87528	The Psychology of Violence and Domestic Abuse Reporting	3
PSY 87529	Myers-Briggs Type Indicator	3
PSY 87530	Dream Analysis	3
PSY 87533	Psychology of Death and Dying	3
PSY 87534	Dual Diagnosis	3
PSY 87536	Cognitive-Behavioral Psychotherapy	3
PSY 87537	Psychology of Chronic Illness	3
PSY 87538	Advanced Psychology of Addiction and Compulsive Behaviors	3
PSY 87539	Attention-Deficit/Hyperactivity, Autistic Spectrum and Neurodevelopmental Disorders	3
PSY 87541	Psychology of Religion	3
PSY 87542	Eating Disorders	3
PSY 87545	Interpersonal Neurobiology	3
PSY 87547.1	Career Counseling	3
PSY 87550	Positive Psychology I	3
PSY 87552	Diagnosis and Treatment of Individuals with Intellectual Disability and Borderline Intellectual Functioning	3
PSY 87560	Media Psychology: Writing, Publishing and Promoting of a Self-Help Book	3
PSY 87561	Interpersonal Conflict in the Workplace	3
PSY 87703	Psychological Assessment II (Prerequisite: PSY 87702)	3

Elective Courses		Credits
PSY 87704	Practicum I	3
PSY 87705	Practicum II (Prerequisite: PSY 87704)	3
PSY 87707	Psychology of the Mind: The Mind-Body Connection	3
PSY 87709	Foundations of Humanistic Psychology	3

Comprehensive Examination		Credits
PSY 87800	Doctoral Comprehensive Examination	1

Doctoral Project Course Requirements		Credits
PSY 87991	Doctoral Project I	3
PSY 87992	Doctoral Project II (Prerequisite: PSY 87991)	3
PSY 87993	Doctoral Project III (Prerequisite: PSY 87992)	3
PSY 87994	Doctoral Project IV (Prerequisite: PSY 87993)	3
PSY 87995	Doctoral Project V (Prerequisite: PSY 87994)	2

Internship*		Credits
PSY 88000	Internship (if applicable)	0

All program requirements for the Doctor of Psychology degree program must be completed through California Southern University in no less than two, nor more than ten years of initial course enrollment.

*An internship course may be required in your state. Learners should check their state board requirements.

PRE-BACCALAUREATE CERTIFICATE PROGRAM

The Pre-Baccalaureate Certificate is offered by the School of Behavioral Sciences at California Southern University. It is designed for individuals who are pursuing undergraduate studies and desire curriculum focused on specific and practical topic areas within the behavioral sciences. Certificates are appropriate for demonstrating mastery of a topic and or applications relevant to personal knowledge, professional development, or preparation for future study. The Pre-Baccalaureate Certificate at California Southern University is not a graduate degree. Upon completion of the program requirements, students earn a certificate focused in a particular area of study.

The objectives of the Pre-Baccalaureate Certificate Program in Addiction Studies are to:

- Develop an understanding of the theoretical and applied knowledge of addiction and the differentiation of alcohol and other drug effects on the various parts of the body and brain.
- Provide learners with a basic knowledge of addictive behavior to better understand and treat individuals with addictive disorders and those influenced by this behavior.
- Provide learners with a critically examined value system and professional code of ethics essential to the practice of substance abuse counseling.
- Improve the learner's analytical and critical thinking skills by providing an understanding of theory and applications as related to the process of addiction.
- Enable learners to integrate formal academic learning with personal experiences so that learning becomes meaningful, personalized and relates to one's professional and practical needs.
- Promote the development of an appreciation for leadership and case management skills critical to the success in a multicultural and diverse environment to function as an effective addiction professional.

CERTIFICATE IN ADDICTION STUDIES

The Certificate in Addiction Studies integrates theory and the practical application of skills necessary to work with the alcohol and drug abuse population. The curriculum in the Certificate in Addiction Studies focuses on the various aspects of addictions including theories of addiction, current intervention techniques, ethics, communication skills, the roles and responsibilities of a case manager, documentation, the recovery process and relapse factors. The certificate is approved by and meets the educational requirements of both the California Consortium of Addiction Programs and Professionals (CCAPP) and the Association for Addiction Professionals (NAADAC). A minimum grade of a "C" in all courses is required to receive the certificate.

Pre-Baccalaureate Certificate in Addiction Studies Program Requirements

Courses	Semester Credits
Required Core Courses:	27
Total:	27

Program Length: 6 months (full-time status)

Certified Alcohol and Drug Counselor

California Southern University provides the educational requirements for certification as a drug and alcohol counselor in the state of California. Since certification requirements change periodically, learners are advised that they may need to modify their degree plan to conform to current requirements. Learners should maintain contact with California Certification Board of Alcohol and Drug Counselors (CCBADC) and National Certification Commission (NCC) to remain informed about all certification requirements. A copy of the current California Consortium of Addiction Programs and Professionals (CCAPP) and the Association for Addiction Professionals (NAADAC) regulations may be obtained by contacting the California Certification Board of Alcohol and Drug Counselors (CCBADC) and Nation Certification Commission (NCC) below, respectively.

California Consortium of Addiction Programs and Professionals
3400 Bradshaw Road, Suite B
Sacramento, CA 95827
Phone: 916-368-9412
www.caadac.org

National Certification Commission
1001 North Fairfax Street, Suite #201
Alexandria, VA 22314
Phone: 703-741-7686 or 800-548-0497
www.naadac.org/certification

The Certificate in Addiction Studies is designed to provide Learners with skills necessary to work as supervised chemical dependency counselors, as well as for advancement in the certification process of California Consortium of Addiction Programs and Professionals (CCAPP) and or the Association for Addiction Professionals (NAADAC).

With certification, Learners may obtain entry level positions such as chemical dependency counselors. Learners may also choose to continue their studies in the discipline toward a bachelor's or graduate degree in psychology as appropriate.

Required Core Courses		Credits
PSY 2306	Foundations of Addictions	3
PSY 2309A	Ethical and Professional Issues in Addiction Counseling	3
PSY 2318	Culture and Diversity in Addiction Counseling	3
PSY 2307	The Physiology and Pharmacology of Substance Abuse	3
PSY 2317	Individual, Family and Group Counseling	3
PSY 2507	Case Management: Assessment, Treatment, Planning, Relapse Prevention and Aftercare	3
PSY 2316	Personal and Professional Growth	3
PSY 2508	Supervised Practicum and Field Placement	6

Electives: PSY 2315: CCAPP Certification Preparation*

*Optional: CCAPP certificate preparatory course

POST-BACCALAUREATE CERTIFICATE PROGRAM

The Post-Baccalaureate Certificate Program is designed for individuals who have already earned a bachelor degree and desire a post-baccalaureate curriculum focused on specific and practical topic areas within the behavioral sciences. Graduate certificates are appropriate for demonstrating mastery of a specific set of topics or applications relevant to personal knowledge, professional development, or preparation to future graduate study. The post-baccalaureate psychology certificates at California Southern University are not graduate degrees nor do they represent a certification to practice as a counselor or psychologist. This is not a degree program, but a certificate program; upon completion of the program requirements, Learners earn a certificate focused in a particular area of study.

The School of Behavioral Sciences offers certificate programs in pastoral counseling, alcoholism and chemical dependency, industrial and organizational psychology and sport psychology.

The objectives of the Post-Baccalaureate Certificate Program are to:

- Promote the incorporation of practical psychological experience with formal academic learning so that shared experiences can create integrated learning.
- Foster growth in intellectual accomplishment and an opportunity to develop an executive level perspective on practices in the behavioral sciences.
- Provide graduate study that does not commit to a full graduate program but allows Learners an option to pursue a graduate degree program upon the successful completion of the post-baccalaureate certificate in the behavioral sciences.

- Promote the acquisition of psychological concepts, principles, standards, and processes as it relates to the behavioral sciences.
- Encourage legal and ethical behavior as it relates to the behavioral sciences.
- Encourage ethical behavior in regards to information technology skills as it applies to mental health environments.
- Promote the analysis and evaluation of information critically and effectively.
- Foster the integration of multicultural awareness of human diversity as it relates to the behavioral sciences.

Post-Baccalaureate Certificate Program Requirements

Courses	Semester Credits
Required Core Courses:	18
Total:	18

Program Length: 1 year (full-time status)

CERTIFICATE IN ALCOHOLISM AND CHEMICAL DEPENDENCY

The Post-Baccalaureate Certificate in Alcoholism and Chemical Dependency (CPACD) is designed not only to provide continuing education for baccalaureate degreed professionals in the behavioral sciences, but also to provide other non-behavioral health baccalaureate graduates the opportunity to develop a deeper understanding of existing knowledge within the discipline of psychology. Specifically this certificate explores vital psychological topics of interest to those who want to develop a deeper understanding of theories within alcoholism, chemical dependency, and compulsive disorders.

While pursuing the CPACD, Learners will be exposed to theoretical models which both reinforce and model humanely delivered, solution-focused skills, supported by cutting-edge scientific research. This certificate explores vital ethical, cultural, and professional topics of interest to those who want to develop a solid foundation in the field of alcoholism and chemical dependency.

Required Core Courses	Credits
PSY 86511.1 Substance Abuse and Related Disorders	3
PSY 86801 Therapeutic Boundaries	3
PSY 86509.1 Systems of Family Therapy	3
PSY 87534 Dual Diagnosis	3
PSY 87538 Advanced Psychology of Addiction and Compulsive Behaviors (Prerequisites: PSY 86511.1)	3
PSY 87542 Eating Disorders	3

CERTIFICATE IN HEALTHCARE SERVICES

The Post-Baccalaureate Certificate in Healthcare Services (CPHCS) is designed to address the emotional and psychological side of providing care for patients. The number of individuals affected by chronic and other types of illness continues to grow in the US and globally. Additionally, the number of healthcare professionals serving these individuals by providing care, information and treatment also continues to grow. Having in-depth, focused advanced education available to healthcare professionals worldwide that aids them in more fully understanding and supporting the psychological and emotional impact of illness will have a positive impact on improving the quality of life of millions of individuals seeking care.

The curriculum is versatile and is comprised of four core courses and two electives. The elective courses that make-up the Certificate in Health Care Service include both Administrative and Psychological courses. This will give students the option of either going deeper into mental health topics, or gaining a greater understanding in working with and navigating the public healthcare system.

The Certificate in Healthcare Services provides continuing education for baccalaureate degreed professionals who are interested in gaining a deeper understanding around the emotional and psychological side of providing information and care to individuals whose quality of life has been impacted by chronic illness, terminal illness, stress and stress related disorders, and other related mental health issues.

Required Core Courses	Credits
PSY 87707 The Psychology of the Mind: The Mind-Body Connection	3
PSY 87527 The Psychology of Stress and Stress-Related Disorders	3
PSY 87537 Psychology of Chronic Illness	3
PSY 87533 Psychology of Death and Dying	3

Elective Courses (Choose two)	Credits
HCA 86800 Healthcare Administration	3
HCA 86804 Healthcare Economics	3
HCA 86810 Healthcare Informatics	3
PSY 86502.1 Counseling Theories and Strategies	3
PSY 86511.1 Substance Use and Related Disorders	3

CERTIFICATE IN INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY

The Post-Baccalaureate Certificate in Industrial and Organizational Psychology (CPIOP) is designed not only to provide continuing education for baccalaureate degreed professionals in the behavioral sciences, but also to provide other non-behavioral health baccalaureate graduates the opportunity to develop a deeper understanding of existing knowledge within the discipline of psychology. Specifically, this certificate explores vital psychological topics of interest to those who want to develop a solid foundation in the theories within industrial and organizational psychology.

While pursuing the CPIOP in industrial and organizational psychology, Learners will be exposed to theoretical models which both reinforce and model humanely delivered, solution-focused skills, supported by cutting-edge scientific research. This certificate explores vital ethical, cultural, and professional topics of interest to those who want to develop a solid foundation in the field of industrial and organizational psychology.

Required Core Courses		Credits
PSY 87521	Industrial/Organizational Psychology	3
PSY 86508.1	Culture and Diversity in Counseling (PSY 87508A Cultural Diversity meets this requirement)	3
PSY 87515	Social Psychology	3
PSY 87522	Consulting in Business, Education and Mental Health	3
PSY 87529	Myers-Briggs Type Indicator	3
PSY 87561	Interpersonal Conflict in the Workplace	3

CERTIFICATE IN PASTORAL COUNSELING

The Post-Baccalaureate Certificate in Pastoral Counseling (CPPC) is designed not only to provide continuing education for baccalaureate degreed professionals in the behavioral sciences, but also to provide other non-behavioral health baccalaureate graduates the opportunity to develop a deeper understanding of existing knowledge within the discipline of psychology.

Specifically this certificate explores vital psychological topics of interest to those who want to develop a deeper understanding of theories within pastoral counseling.

While pursuing the CPPC certificate, Learners will be exposed to theoretical models which both reinforce and model humanely delivered, solution-focused skills, supported by cutting-edge scientific research. This certificate explores vital ethical, cultural, and professional topics of interest to those who want to develop a solid foundation in the field of pastoral counseling.

Required Core Courses		Credits
PSY 87541	Psychology of Religion	3
PSY 86801	Therapeutic Boundaries	3
PSY 86509.1	Systems of Family Therapy	3
PSY 87507	Human Sexuality	3
PSY 86517	Psychology of Aging	3
PSY 87533	Psychology of Death and Dying	3

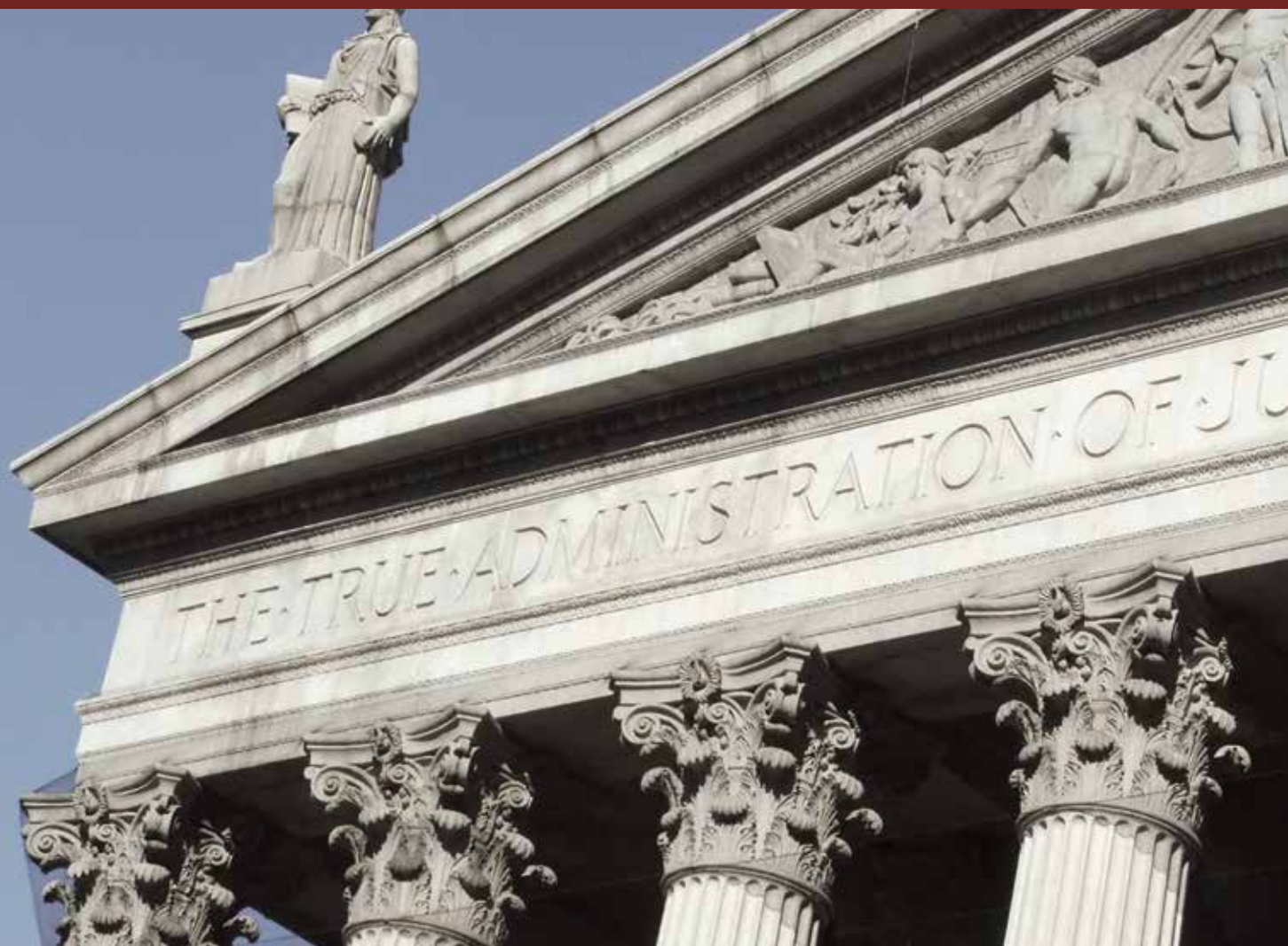
CERTIFICATE IN SPORT PSYCHOLOGY

The Post-Baccalaureate Certificate in Sport Psychology (CPSP) is designed not only to provide continuing education for baccalaureate degreed professionals in psychological services, but also to provide other non-mental health baccalaureate graduates the opportunity to develop expertise in the field of psychology. It explores vital psychological topics of interest to those who want to develop a solid foundation in sport psychology.

While pursuing the CPSP, Learners will be exposed to theoretical models which both reinforce and model humanely delivered, solution-focused skills, supported by cutting-edge scientific research. This certificate explores vital ethical, cultural, and professional topics of interest to those who want to develop a solid foundation in the field of sport psychology.

Required Core Courses		Credits
PSY 87100	Applied Sport Psychology I	3
PSY 87101	Applied Sport Psychology II (Prerequisites: PSY 87100)	3
PSY 86801	Therapeutic Boundaries	3
PSY 87110	Current Issues in Sport Psychology	3
PSY 87115	Psychology of Coaching	3
PSY 87120	Enhanced Performance: Preparation / Motivation	3

6. SCHOOL OF LAW



SCHOOL OF LAW

Mission Statement

The School of Law is committed to providing Learners a thorough understanding of the law while promoting analytical and critical thinking, service to society, and an appreciation for legal, social, ethical and professional issues. It accomplishes these objectives by delivering a comprehensive legal education in a rich and dynamic academic distance-learning environment that fosters a scholarly and respectful exchange of ideas between experienced Faculty Mentors and adult Learners.

MASTER OF SCIENCE IN LAW

Program Objectives

The Master of Science in Law (MSL) degree program is designed for Learners who seek an understanding of the law and the American legal system but who do not intend to practice law. Learners in the MSL program are required to earn 36 semester credits. The MSL program curriculum covers the major substantive areas of United States law. Learners enrolled in the MSL program will not satisfy the requirements of the California Committee of Bar Examiners (CBE) or become eligible to sit for the California bar exam and become lawyers.

Program Learning Outcomes

Communicate in writing an idea or argument in a format appropriate to the legal field after developing, synthesizing and organizing complex information, cases, rules or statutes.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Evaluate evidence carefully by discriminating among degrees of credibility, accuracy, and inferences drawn from given data or facts; assessing the strengths and relevance of arguments on a particular question or issue; evaluating information/facts in light of the law/evidence so as to understand legal reasoning and by determining whether certain conclusions or consequences are supported by the information provided.

Acquire an appreciation for social and cultural dimensions of the law by evaluating its application and effect in modern society.

Demonstrate the ability to locate necessary information, evaluate sources critically, and incorporate selected information effectively to accomplish a specific purpose.

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized, and relates to personal or professional goals.

Acquire quantitative literacy by evaluate complex fact patterns utilizing numeracy skills and higher-order reasoning processes to make assumptions to reach a well-formed argument.

Demonstrate the ability to generate a research design based on a system of inquiry that relies on empirical evidence and to analyze relevant arguments and sources that leads to a well-reasoned outcome.

Develop an appreciation of and demonstrate competency in the application of ethical, legal and professional issues.

Evaluate various areas of law so as to acquire an integrated understanding and the function of the law to effectively utilize professional legal services.

Master of Science in Law Admissions Requirements

Admission to the Master of Science in Law degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution. The university may accept a maximum of six graduate semester units in transfer toward the MSL. Credit earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer. To enable the evaluation of prior college work, official transcripts must be provided to, and accepted by, the university. Applicants must submit a Personal Statement as defined in the Application and Enrollment Process.

Master of Science in Law Degree Requirements

Courses	Semester Credits
Required Core Courses:	21
Electives:	15
Total:	36

Program Length: 2 Years (full-time status)

Required Courses		Credits
MSD 86705	American Legal Process	3
MSL 86100	Criminal Law	3
MSL 86150	Contracts	3
MSL 86200	Torts	3
MSL 86300	Constitutional Law	3
MSL 86400	Legal Ethics	3
CAP 86700	Capstone Project	3
Elective Courses		Credits
MSL 86250	Property	3
MSL 86350	Business Associations	3
MSL 86450	Wills, Trusts, and Estates	3
MSL 86500	Domestic Relations	3
MSL 86550	Immigration	3
MSL 86600	International Law	3
MSL 86650	Intellectual Property	3
MSD 86725	Strategies and Ethics in Negotiations	3
MSD 86730	Mediation	3

Disclosure Required by the CBE of the State Bar of California

The method of instruction at this law school for professional law degree programs other than for the Juris Doctor degree is principally by correspondence. Completion of a professional law degree program at this law school other than for the Juris Doctor degree does not qualify a student to take the California Bar Examination or to satisfy the requirements for admission to practice law in California. It may not qualify a student to take the bar examination or to satisfy the requirements for admission to the practice of law in any other jurisdiction. A student intending to seek admission to practice law should contact the admitting authority in the jurisdictions where the student intends to seek to qualify to sit for the bar examination or for admission to practice for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

MASTER OF SCIENCE IN DISPUTE RESOLUTION

Program Objectives

Negotiation and conflict resolution skills are highly sought after in today's workplace. The Master of Science in Dispute Resolution (MSDR) program has been designed to offer students unique opportunities to explore solutions and systematically break down conflicts within a legal context. This innovative curriculum will prepare you for a specialized law career in dispute resolution and management. You will learn the theory, tools, and tactics to understand root causes and dynamics of conflict to facilitate and communicate dispute resolutions.

Program Learning Outcomes

Demonstrate proficiency in communication in dispute resolution with a respectful exchange of ideas that demonstrate the ability to analyze and solve problems resulting in improved capability to manage and resolve conflicts.

Recognize the importance of social, environmental and cultural diversity within the contexts of globalization, regionalism, and security and their implication(s) in the resolution of conflicts based on the advanced analysis of diverse factors.

Demonstrate a system of inquiry in acquiring information and utilize evidence-based tools to support qualitative and/or quantitative research methods for managing conflicts such as negotiation, mediation, crisis management, and coercive diplomacy.

Evaluate a broad range of theoretical and practical principles in the field of conflict and dispute resolution to gain an integrated understanding of the field and of various techniques that promote resolution and mitigation of disputes across a broad spectrum of situations.

Apply ethical, legal, and professional principles and accountability for actions that promote advocacy, collaboration, and leadership as mediators, arbitrators, and negotiators.

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized, and relates to personal or professional goals.

Master of Science in Dispute Resolution Admissions Requirements

Admission to the Master of Science in Dispute Resolution degree program requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution. Credit earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer. To enable the evaluation of prior college work, official transcripts must be provided to, and accepted by, the university. Applicants must submit a Personal Statement as defined in the Application and Enrollment Process.

Master of Science in Dispute Resolution Degree Requirements

Courses	Semester Credits
Required Law Courses:	21
Elective Courses:	15
Total:	36

Program Length: 2 Years (full-time status)

Required Core Courses	Credits
MSD 86705 American Legal Process and Writing	3
MSD 86715 Communication in Conflict Resolution	3
MSD 86720 Purposeful Interviewing	3
MSD 86725 Strategies and Ethics in Negotiations	3
MSD 86730 Mediation	3
MSD 86735 Cultural Diversity	3
CAP 86700 MSL and MS DR Capstone	3

Elective Courses (15 units required)	Credits
Concentration One: Dispute Resolution	
LAW 85216 Group Leadership, Process and Facilitation	3
LAW 85167 Alternative Dispute Resolution	3
LAW 85221 Arbitration	3
MSD 86750 Family Law Disputes	3
MSD 86760 Managing Workplace Conflict	3
LAW 85225 International Law Policy and Conflict Resolution	3
LAW 85171 Real Estate Transactions	3
MSD 86755 Immigration Law: Policy and Disputes	3
MSL 86150 Contracts	3
MSL 86350 Business Associations	3
LAW 85121 Civil Procedure	3
LAW 85220 International Commercial Arbitration	3
Concentration Two: Workplace Specialist	
LAW 85216 Group Leadership, Process and Facilitation	3
LAW 85221 Arbitration	3
MSD 86760 Managing Workplace Conflict	3
MSL 86350 Business Associations	3
Concentration Three: International Trade and Disputes	
LAW 85216 Group Leadership, Process and Facilitation	3
LAW 85225 International Law Policy and Conflict Resolution	3
MSD 86755 Immigration Law Policy and Disputes	3
LAW 85220 International Commercial Arbitration	3
Concentration Four: Court Procedures	
LAW 85216 Group Leadership, Process and Facilitation	3
LAW 85167 Alternative Dispute Resolution	3
MSD 86750 Family Law Disputes	3
LAW 85171 Real Estate Transactions	3
LAW 85121 Civil Procedure	3

Disclosure Required by the CBE of the State Bar of California

The method of instruction at this law school for professional law degree programs other than for the Juris Doctor degree is principally by correspondence. Completion of a professional law degree program at this law school other than for the Juris Doctor degree does not qualify a student to take the California Bar Examination or to satisfy the requirements for admission to practice law in California. It may not qualify a student to take the bar examination or to satisfy the requirements for admission to the practice of law in any other jurisdiction. A student intending to seek admission to practice law should contact the admitting authority in the jurisdictions where the student intends to seek to qualify to sit for the bar examination or for admission to practice for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

JURIS DOCTOR

Program Objectives

The primary purpose of the Juris Doctor (JD) degree is to provide the education and professional training for those who wish to become lawyers. California Southern University School of Law is registered as an unaccredited correspondence law school with the Committee of Bar Examiners of the State Bar of California. This allows graduates of the JD program who have complied with Title 4, Division 1 of the Rules of the State Bar of California to sit for the California Bar Exam and upon passing the Bar Exam, to practice law in California.

Program Learning Outcomes

Communicate in writing an idea or argument in a format appropriate to the legal field after developing, synthesizing and organizing complex information, cases, rules or statutes.

Employ appropriate oral communication skills to successfully interact with people from a variety of experiences and backgrounds in presentations, discussions, negotiations, and conflict management situations.

Evaluate evidence carefully by discriminating among degrees of credibility, accuracy, and inferences drawn from given data or facts; assessing the strengths and relevance of arguments on a particular question or issue; evaluating information/facts in light of the law/evidence so as to understand legal reasoning and by determining whether certain conclusions or consequences are supported by the information provided.

Acquire an appreciation for social and cultural dimensions of the law and evaluating its application and impact in modern society.

Demonstrate the ability to locate necessary information, evaluate sources critically, and incorporate selected information effectively to accomplish a specific purpose.

Integrate formal academic learning with personal experiences so that learning is meaningful, personalized, and relates to personal or professional goals.

Acquire quantitative literacy by evaluate complex fact patterns utilizing numeracy skills and higher-order reasoning processes to make assumptions to reach a well-formed argument.

Adhere to a self-correcting system of inquiry (the scientific method) and rely on empirical evidence using logical reasoning to distinguish non-scientific or non-legal but relevant arguments, to describe, understand, predict, and control natural phenomena.

Demonstrate competency in ethical, legal and professional issues and make decisions that meet professional responsibility standards in the legal field.

Acquire an advanced knowledge of traditional fields of law and other areas of the law to gain an integrated understanding and application of legal principles, to understand the qualifications, limitations of the law and to pass the State Bar of California exams.

Juris Doctor Admissions Requirements

Bachelor's Degree:

All applicants to the JD program must have an earned bachelor's degree from an appropriately accredited postsecondary institution approved by the California Committee of Bar Examiners.

Personal Statement: As an applicant to the JD program, you must submit a Personal Statement discussing the ways in which your background, education, and professional experiences prepare you for the study of law and the ways in which your personal qualities will contribute to your success as a distance learner. The Admissions Committee will use your Personal Statement to assess your writing ability, your readiness to pursue a law degree, and your potential for success as a student at California Southern University School of Law. The Personal Statement is an important evaluative component of the admission process. Personal Statements should be one to two pages in length and double spaced. Applications will not be considered complete until the Personal Statement has been submitted.

Transfer Applicants:

California Southern University welcomes transfer learners from other law schools in accordance with the standards of the California Committee of Bar Examiners.

Applicants seeking advanced standing should have an official transcript of all previous law study submitted with the Application for Admission. An applicant who wishes to be admitted to the School of Law as a transfer student and who is studying for the California Bar Examination, must obtain from the Committee of Bar Examiners within 45 days of admission an Evaluation of Law Study Completed and Contemplated. (This evaluation examines past law study and the courses proposed to be taken at CalSouthern and determines whether this combined work will meet the requirements of the Committee of Bar Examiners). California Southern University will assist transfer learners in the preparation of a proposed plan of study. A maximum of two years of transfer credit may be awarded. Official transcripts must be submitted to and accepted by the university, showing units from postsecondary institutions or law schools relied upon by the university for admission, showing the bachelor's degree or equivalent, and any law school transfer units accepted toward the degree.

Juris Doctor Degree Requirements

The Juris Doctor (JD) requires a minimum of 88 semester credits. Completing the assigned law courses in the required sequence and time frame satisfies the 88 semester credit requirement for graduation with the Juris Doctor degree and meets the requirements of the California Committee of Bar Examiners (CBE).

Courses	Semester Credits
Required Courses:	80
Elective Courses:	8
Total:	88

Program Length: 4 Years (full-time status)

Required Core Courses		Credits
1L Required Courses		
LAW 5101	Introduction to Law	1
LAW 5110A	Torts I	3
LAW 5110B	Torts II	5
LAW 5111A	Contracts I	3
LAW 5111B	Contracts II	4
LAW 5115	Criminal Law	4
LAW 5120A	Legal Writing I	2
LAW 5120B	Legal Writing II	2

2L, 3L and 4L Required Courses		Credits
LAW 5116	Criminal Procedure	4
LAW 5117	Legal Research	4
LAW 5121	Civil Procedure	4
LAW 5123	Constitutional Law I	4
LAW 5124	Constitutional Law II	4
LAW 5125	Property I	4
LAW 5126	Property II	4
LAW 5131	Wills, Trusts, and Estates	4
LAW 5132	Community Property	4
LAW 5133	Business Associations	4
LAW 5134	Professional Responsibility	4
LAW 5135	Evidence	4
LAW 5141	Remedies	4
LAW 5143	Uniform Commercial Code	4

Elective Courses		Credits
LAW 5142	Federal Income Taxation	4
LAW 5144	Corporate Taxation	4
LAW 5157	Environmental Law	4
LAW 5158	Domestic Relations	4
LAW 5167	Alternative Dispute Resolution	4
LAW 5171	Real Estate Transactions	4
LAW 5198	Legal Externship	3-4
LAW 5199	Research Project	1-4

Preparation for the Study of Law

The School of Law does not recommend any particular pre-law course of study. Many law Learners benefit from a diversified background not necessarily limited to formal academic pursuits. Success in law school requires the capacity to read and comprehend accurately, to think precisely, to analyze complex facts, and to communicate clearly and intelligently. Undergraduate work should be directed toward acquiring and developing these skills in both depth and breadth. Building on these skills, law students are trained to view problems from several perspectives and to formulate solutions which balance competing social, economic, and legal values.

Learners seeking to practice law as an attorney in California must complete a degree plan that complies with the course and time requirements of the CBE. California Southern University is registered as an unaccredited correspondence law school with the CBE of the State of California, which enables its Learners to sit for the California Bar Examination. At this time, graduates are not eligible to sit for the bar examination in other states. However, membership in the California Bar may enable the attorney to practice law in some federal courts.

Disclosure Required by the CBE of the State Bar of California

The method of instruction at this law school for the Juris Doctor (JD) degree program is principally by correspondence. Students enrolled in the JD degree program at this law school must pass the First-Year Law Students' Examination required by Business And Professions Code §6060(h) and Title 4, Division 1, Chapter 1, Rule 4.3(l) of the Rules of the State Bar of California as part of the requirements to qualify to take the California Bar Examination.

A student who passes the First-Year Law Students' Examination within three (3) administrations of the examination after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A student who does not pass the examination within three (3) administrations of the examination after first becoming eligible to take it must be promptly disqualified from the law school's JD degree program. If the dismissed student subsequently passes the examination, the student is eligible for re-enrollment in this law school's JD program, but will receive credit for only one year of legal study.

Study at, or graduation from, this law school may not qualify a student to take the bar examination or to satisfy the requirements for admission to practice in jurisdictions other than California. A student intending to seek admission to practice law in a jurisdiction other than California should contact the admitting authority in that jurisdiction for information regarding the legal education requirements in that jurisdiction for admission to the practice of law.

Studying Law but not Preparing to Practice Law

A Learner who wants to know more about the law, who seeks an education in law, but who is not interested in becoming a licensed attorney and practicing law may enroll in the MSL program. (See above.)

Books and Materials

California Southern University uses the same legal case books for the JD degree program as are used at major law schools around the nation. All Learners are required to purchase their own books. The price of individual books varies; however, the average cost for required textbooks (including all case books and study guides) is approximately \$900 - \$1,200 per academic year. Purchasing additional recommended books and study materials is optional and can increase costs significantly. Many books and materials can be purchased through a local bookstore. An arrangement has been made with an online book supplier to coordinate and sell all required and recommended books to Learners.

Computerized Legal Research

Westlaw and LexisNexis are major online legal research tools. The School of Law contracts with both companies and makes these tools available to law Learners as appropriate. A growing variety of free online legal research tools is also available.

Requirements of the Committee of Bar Examiners

All persons seeking admission to practice law in California are required to register with the CBE within three months after beginning their study of law. This is the exclusive responsibility of the Learner and will not be assumed by California Southern University or the School of Law. To sit for the California Bar Examination, distance Learners must complete four years of law study. To receive credit from the Bar for each year of study, a Learner must have completed the year of study in not less than 48, nor more than 52 consecutive weeks, received passing grades in all assigned courses and spent a minimum of 864 hours in preparation and study. Four such years are required to earn the Juris Doctor degree. To receive credit for one-half year of study by instruction in law, a Learner must have received passing grades in courses requiring not less than 432 hours of preparation and study during a period of not less than 24 nor more than 26 consecutive weeks.

Upon completion of the first year, every law Learner who is studying for the California Bar Examination is required to take the First-Year Law Students' Examination (FYLSX, also known informally as the "baby bar"), administered by the CBE in June and October of each year. Learners must register for the FYLSX by the deadlines published by the CBE. Learners must also submit payment to California Southern University for the FYLSX Processing Fee. (See also "First-Year Law Students' Examination" under the School of Law section titled "Policies and Procedures" below.)

Note: The California Bar's website includes a wealth of free information regarding the FYLSX and general bar examinations, including many sample questions and sample answers. These are a great help in your preparation and study for your law school examinations as well as for the FYLSX and general bar examination.

Compliance with the *Admissions Rules* is the responsibility of each Learner intending to take the California Bar Examination. The full text of Title 4, Division 1 of the *Rules of the State Bar of California* and the Registration Application are available online at the official website for the State Bar of California, www.calbar.ca.gov.

Other Costs Associated with Juris Doctor Study

In addition to the costs of law school, law students planning to take the California Bar Examination must pay certain fees to the State Bar of California. For example, there are fees for registration as a law student, registration for the FYLSX, registration for the general bar examination and determination of moral character, among others. Fee information may be found on the official website for the State Bar of California Committee. Additionally all learners seeking admission to the State Bar of California must pay the Multistate Professional Responsibility Examination fee to the National Conference of Bar Examiners.

Bar Eligibility Information

Learners seeking information about Bar eligibility requirements should utilize the official website for the State Bar of California www.calbar.ca.gov, which contains a wide array of relevant information.

MASTER OF LAWS

Program Objectives

The LLM program at CalSouthern is designed to provide law graduates opportunities to study advanced topics in specialized areas of law. Courses are offered in a broad range of fields including dispute resolution, commerce and global trade, and environmental law. The key to this intellectually stimulating and challenging program is the combination of academic study, writing, and practical skills training within a broad range of specialized law courses.

Program Learning Outcomes

- Demonstrate communication skills by using scholarly legal writing and/or oral advocacy skills to assess the relevance of arguments or solve issues and communicate the information in a clear and neutral or persuasive manner.
- Employ critical thinking skills by critically evaluating law and evidence (quantitative or otherwise), considering the implications of alternative solutions, and concluding how to act.
- Integrate formal academic learning with personal experiences so that learning is meaningful and advances legal or professional goals.
- Recognize the importance of diversity in social, cultural, environmental and global settings and apply that knowledge to matters in negotiation, commerce, and the management of environmental resources.
- Demonstrate mastery of the highest principles of ethical conduct and professional responsibility applicable to clients, opposing counsel, and stakeholders in various contexts such as multicultural, mediated, interpersonal, organizational, private, public, domestic or international.
- Utilize advanced legal research methods and legal reasoning to explore the limitations and strengths of arguments within the legal and social contexts of their specializations and work with clients.

Elective Concentration Program Learning Outcomes

Apply substantive knowledge and skills for negotiation and mediation of disputes so as to be helpful and efficient in managing resources and avoiding arduous litigation and judicial remedies.

Develop specialized knowledge and skills in commerce and international trade so as to be equipped in a competitive and globalized commercial marketplace.

Master of Laws Admissions Requirements

Bachelor's Degree and Juris Doctor Degree:

All applicants to the LLM program must have bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution, as well as a juris doctor degree from an accredited law school or a law school registered with the Committee of Bar Examiners of the State Bar of California. Applicants who have completed a law degree outside of the United States must demonstrate their law degree is the equivalent of an American JD degree.

Applicants with a foreign law degree must obtain a credential evaluation report from a credential evaluation service approved by the Committee of Bar Examiners.

Personal Statement:

Submit a personal statement that describes your motivation for pursuing a graduate degree, and discuss how your background, education, professional experience, and computer literacy have prepared you for success as an engaged, independent learner at CalSouthern.

Personal statements should be one to two pages in length, double-spaced, using Times New Roman, 12-point font.

Curriculum Vitae or Resume:

Applicants to the LLM program must submit a Personal Statement as defined in the Application and Enrollment Process, as well as a Curriculum Vitae or resume.

Master of Laws Degree Requirements

Courses	Semester Credits
Required Core Courses	12
Elective Law Courses	12

Program Length: 18 Months (full-time status)

LLM in Alternative Dispute Resolution (ADR)		Credits
Required Core Courses		
LAW 85215	Negotiation Theory and Practice	3
LAW 85216	Group leadership, Process and Facilitation	3
LAW 85210	Contract Drafting	3
LAW 85199	Research Paper	3-6
Electives		
LAW 85221	Arbitration	3
MSD 86730	Mediation	3
LAW 85167	Alternative Dispute Resolution	3
MSD 86715	Communication in Conflict Resolution	3
LAW 85223	Pre-trial Practice	3
MSD 86735	Cultural Diversity	3
LAW 85220	International Commercial Arbitration	3
LAW 85225	International Law: Policy and Conflict Resolution	3
LAW 85134	Professional Responsibility	3

LLM in Commerce and Global Trade (CGT)		Credits
Required Core Courses		
IB 87517	International Business Law	3
LAW 85210	Contract Drafting	3
LAW 85143	Uniform Commercial Code	3
LAW 85199	Research Paper	3-6
Electives		
LAW 85144	Corporate Taxation	3
IB 87512	International Economics	3
IB 87518	International Financial Management	3
IB 87516	Global Business Strategic Management	3
LAW 85248	Internet Law	3
LAW 85225	International Law: Policy and Conflict Resolution	3
LAW 85220	International Commercial Arbitration	3
LAW 85134	Professional Responsibility	3

Disclosure Required by the CBE of the State Bar of California

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SCHOOL OF LAW POLICIES AND PROCEDURES

Academic Standing, Disqualification, and Advancement

JD Learners must maintain a cumulative grade point average (CGPA) of 2.0 or higher in order to be considered in good standing. A JD Learner whose CGPA falls below 2.0 will be placed on academic probation (see below) and those who fail to satisfy the terms of academic probation will be academically disqualified. JD Learners are evaluated each year for advancement to the next year of law study and will be allowed to advance if they are in good standing. Learners on academic probation may advance to the next year of law study while on probation. However, a JD Learner will not be eligible to advance to the second year of law study if he or she is not in good standing. Such a Learner may only advance to the second year of law study after passing the First-Year Law Students' Examination. In order to graduate from the JD program, a Learner must be in good standing.

Academic Integrity

Any violation of academic integrity shall be viewed as a serious infraction of the rules and regulations of the School of Law. Violations of academic integrity shall include, but are not limited to, dishonesty in the examination process and plagiarism in assignments and written work. Plagiarism is portraying the ideas or work of another as one's own without proper attribution. It is not permissible, for example, to paraphrase an opinion from another source without specific acknowledgment. Attorneys are advised to avoid not only impropriety, but also the appearance of impropriety. (See also the section titled "Academic Integrity" in the Academic, Administrative and Financial Policies and Procedures chapter of the university catalog.)

Academic Probation

A JD Learner may be placed on academic probation for failure to make satisfactory academic progress. A JD Learner placed on probation for failure to make satisfactory academic progress must show an improvement in cumulative grade point average (CGPA) in each semester after being placed on probation and must raise his or her CGPA to 2.0 by the Learner's final semester. The conditions of the academic probation will be specified to the JD Learner in writing. A record of academic probation is maintained in the Learner's official file. Failure to satisfactorily meet the conditions of Academic Probation will result in dismissal from the university.

Law Learner Conduct and Discipline

A Learner may be disciplined for conduct unbecoming of a law Learner. This includes violating rules and regulations of the School of Law or California Southern University, engaging in illegal activity involving moral turpitude (such as dishonesty, fraud, deceit, and misrepresentation), dishonest conduct in the academic process (such as plagiarism or cheating on exams), or any other conduct which reflects adversely on the Learner's fitness to practice law. Discipline may include, but is not limited to, denial of credit for one or more assignments, cancellation of an examination, denial of course credit, probation, suspension, or dismissal from the university. Additionally, the School of Law will be duty bound to report any misconduct to the State Bar of California Office of Enrollment Services during the investigation of the Learner's moral character.

A Learner subject to discipline will receive written notice of the specific charges and proposed disciplinary measure(s) to be taken by the university. The Learner will have 10 business days in which to contest the charges. If the Learner does not contest the charges, he/she will receive a final written determination within 10 business days, including a statement of the facts, conclusions, and any discipline imposed on the Learner. Though not required, the Learner may request a hearing before a panel consisting of disinterested members of the faculty, administration, and one Learner.

The Learner may be assisted at such a hearing by counsel and may call witnesses in his/her defense. The Learner will receive a final written determination within 10 business days of such a hearing, including a statement of the facts, conclusions, and any discipline imposed on the Learner. The written determination may not be appealed.

The process described above applies only to the School of Law. To the extent this policy conflicts with the section titled "Academic Integrity" near the end of the university catalog, this policy shall be controlling for Learners in the School of Law. The School of Law's imposition of Learner discipline policy does not apply to academic probation or disqualification, other failures to meet academic standards, or to failure to pay tuition, fees, or charges billed to the Learner.

Dismissal

California Southern University, through its various faculties or committees, reserves the discretionary right to dismiss any Learner from the School of Law and from California Southern University for failure to maintain a satisfactory academic record or for unacceptable personal behavior, as determined by the School of Law and/or California Southern University.

In addition to the university policy set forth, a Learner may be dismissed for, among other things, any of the following reasons:

- Falling below a cumulative grade point average (CGPA) of 2.0 on all work taken through the end of semester in which he or she completes one-half of the requirements for a degree, whether or not the Learner is a degree candidate, and falling below a CGPA of 2.0 at the end of any semester thereafter.
- Failing to satisfy the terms of academic probation (this results in academic disqualification).
- Failure to pass the FYLSX within the Learner's first three opportunities to sit for the examination.

The faculty may, at its discretion, for any reason it deems sufficient, refuse to recommend a candidate for a degree. The dean of the School of Law or the dean's designee, may, for any reason deemed sufficient in the dean's discretion, refuse to allow any Learner to continue in the program.

Examinations

Written examinations are given to award grade credit for performance and generally represent more than half of the course grade in the JD program. Examinations are taken under the supervision of a proctor approved by the dean's office. Exams are also timed, in order to acquaint Learners with the examination procedure required for the California Bar Examination. Most examinations consist of essay and multiple-choice questions. Essay examinations should be completed on a computer, though Learners who wish to do so may write their examinations by hand. Learners may inspect and copy examination questions and their answers to those questions (other than for multiple-choice, true / false, and similar tests) for 15 days after grades are recorded. Learners may compare their answer sheets to the answer key for multiple-choice, true / false, and similar tests for 15 days after grades are recorded.

All final examinations are proctored. The Proctor is responsible for receiving the examination, verifying the Learner's identity through government-issued photo identification, administering the examination within the time allotted, and mailing the examination with the examination answers back to the university. The Proctor must ensure that no outside materials are used by the Learner during the examination, unless otherwise instructed. While the Proctor must make and retain a copy of the Learner's examination answers, under no circumstances is it permissible to make a copy of the examination itself. The Proctor must mail the Learner's examination and examination answers to the university immediately after the examination has been completed. Examinations and examination answers must be received by the university within five business days of the date the examination is administered, unless the examination is being mailed internationally. Examinations not received by the university within five business days will not be accepted.

Examinations are mailed to the Proctor two weeks prior to the course end date. The deadline to take a final examination is the course end date (unless the Learner has requested and received an extension).

Proctor Designation

Each Learner is responsible for designating his or her proctor no later than two weeks prior to the course end date. A proctor can be any person who is:

- At least 18 years of age or older,
- not related to the Learner by blood or marriage,
- not a member of the Learner's household,
- not a Learner currently enrolled at California Southern University, and
- not a colleague whose work is supervised by the Learner at the Learner's place of business or employment.

Learners must download the Proctor Designation Form from the *CalSouthern Learning Center* under 'Resources'. Both the Learner and his or her Proctor must review the examination rules and policies set forth in the form. The form must be completed and signed by both the Learner and the Proctor. The form must be returned (via mail, facsimile, or email) to the School of Law academic advisor for approval no later than two weeks prior to the course end date.

Grading

Most courses in the School of Law are offered on a graded basis. However, certain courses may be completed on a Credit / No Credit basis. A maximum of 12 semester credits of Credit / No Credit work may be counted toward the JD degree and a maximum of 6 semester credits of Credit / No Credit work may be counted toward the MSL degree. (See also the section titled 'Grading System' in the university catalog.) California Southern University provides one-on-one mentoring to Learners, with assignments and examinations submitted directly to the faculty mentors via the Learner website; therefore anonymous grading is not feasible and is not used.

Grade Review

If a Learner believes that an examination or final course grade resulted from unfairness, a departure from established grading policy, or a clearly shown mistake, and the Learner presents credible evidence in support of such claim to the dean of the School of Law within 15 business days after the grade is recorded, the Learner may request a review of the grade in question.

The claim will be considered by a Grade Review Committee comprised of disinterested law faculty. The process described above shall be controlling for JD Learners in the School of Law. To the extent this policy conflicts with the section titled "Learner Right to Appeal a Grade " near the end of the university catalog, this policy shall be controlling for Learners in the School of Law.

First-Year Law Students' Examination

All JD Learners are required to take and pass the First-Year Law Students' Examination (FYLSX) after completing the first year of law study. The subjects covered on the FYLSX are Criminal Law, Contracts, and Torts.

Learners sitting for the FYLSX must also pay the FYLSX Processing Fee (see the section titled "Tuition and Fees" near the end of the university catalog). A JD Learner who does not pass the (FYLSX) within three (3) administrations after first becoming eligible to take the examination will be disqualified from the JD program and dismissed from the School of Law. A Learner who passes the FYLSX within three (3) administrations after first becoming eligible to take it will receive credit for all legal studies completed to the time the examination is passed. A Learner who does not pass the FYLSX within three (3) administrations after first becoming eligible to take it, but who subsequently passes, is eligible for re-enrollment in the School of Law's JD program, but will receive credit only for one year of legal study.

Baby Bar Leave of Absence

For Learners taking the FYLSX, California Southern University has a procedure known as Baby Bar Leave of Absence (BBLOA) which allows law Learners to pause in their studies, after completing their first year of law study, without violating California Southern University's policy requiring continuous enrollment. This procedure is not automatically invoked; the Learner must ask to be placed on BBLOA.

A Learner on BBLOA who is ready to resume taking classes need only request his/her next course(s); the Learner will be enrolled in the course(s) and taken off BBLOA. The Learner may remain on BBLOA until the third opportunity to take the FYLSX has passed, including time to receive the examination results, at which time (up to 18 months later) the BBLOA expires. When that occurs the Learner may resume his/her studies (if he/she passed the FYLSX) or will be subject to dismissal under the "First-Year Law Students' Examination" policy above. BBLOA policy allows a Learner in good standing to move in and out of BBLOA status if it is requested, until after the third opportunity to take the FYLSX passes.

If the Learner does not pass the FYLSX within the first three opportunities and has taken courses after the first year, those courses will not be considered by the CBE and must be repeated. If this arises, the Learner is charged the regular tuition to repeat the courses. The terms and conditions of the original enrollment agreement signed by the student remain in effect through BBLOA, with tuition subject to change.

Course Repetition

When a law Learner receives a grade of "D+" or lower in any course(s) required for graduation in the JD program, such course(s) must be repeated. Courses for which the law Learner received a grade of 'C-' or higher may not be repeated except under the following circumstances:

- The course was taken in the second year of law study;
- The Learner was academically disqualified for failure to pass the First-Year Law Students' Examination (FYLSX) within three administrations after first becoming eligible to take the examination;
- The Learner subsequently passed the FYLSX; and
- The Learner is re-enrolled in the university.

The Learner will only receive credit for the repeated course. Once the course has been repeated, and the Learner receives a passing grade, the new grade will replace the original grade, which will not be used in computing the Learner's cumulative grade point average (CGPA). This will have the effect of raising the Learner's CGPA and may be used to prevent academic disqualification, to satisfy the terms of academic probation, to qualify the Learner for advancement, and to bring the Learner into good standing and qualify him/her for graduation.

Transfer Learners

California Southern University welcomes transfer Learners from other law schools and generally grants credit for previous law study in accordance with the standards of the CBE. (See also the section titled "Admission Requirements for the Juris Doctor Degree" at the beginning of the university catalog.) Applicants seeking advanced standing should have an official transcript of all previous law study submitted with the Application for Admission. An applicant who wishes to be admitted to the JD program in the School of Law as a transfer student must obtain from the CBE within 45 days of admission an Evaluation of Law Study Completed and Contemplated. (This evaluation examines past law study and the courses proposed to be taken at CalSouthern and determines whether this combined work will meet the requirements of the CBE). California Southern University will assist transfer Learners in the preparation of a proposed plan of study. International Learners must provide a credential evaluation of all transcripts, obtained from a credential evaluation service approved by the CBE; transfer credit is not likely to be awarded for law school work outside the United States.

Changes to Regulations

California Southern University and the School of Law reserve the right to change the program of instruction, the requirements for credits or degrees, and any University or School of Law regulation, policy or procedure. Any such change may be made applicable to Learners already enrolled in the School of Law.

School of Law Maryland Resident Refund Calculation

Refund Calculation for Maryland Resident Enrolled in a 16 Week Course

	Refundable Tuition	Amount Owed
Days 1 – 14	100%	0%
Days 15 – 22	80%	20%
Days 23 – 33	60%	40%
Days 34 – 44	40%	60%
Days 45 – 68	20%	80%
Days 69 and after	0%	100%

Refund Examples

Sixteen Week Refund Examples (JD Degree)

A Learner paid tuition of \$3,000 for eight credits and sent an email notice of cancellation and withdrawal to the Registrar. The only variant is the timing of the Learner's notice.

Example 1:

The learner withdraws on or before the 14th day after the course start date.

Example 2:

The learner withdraws on day 28 after the course start date.

Example 3:

The learner withdraws on day 49 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$3,000	\$3,000	\$3,000
Tuition amount owed by Learner	\$0 (0%)	\$1,200 (40%)	\$2,400 (80%)
Total due Learner	\$3,000 (100%)	\$1,800 (60%)	\$600 (20%)

7. SCHOOL OF NURSING



SCHOOL OF NURSING

Mission Statement

The School of Nursing provides a high quality undergraduate and graduate education to a globally dispersed student body of adult nursing Learners using various methodologies.

Learners are prepared to enhance their professionalism and critical thinking in order to provide theoretical and evidenced based nursing care in an ethical manner to socioeconomic and culturally diverse patient populations in various healthcare settings utilizing the latest information and technology. The School is dedicated to providing a rich and dynamic educational experience to those who choose the freedom and flexibility in learning to achieve their educational goals.

Nursing Program Outcomes

- Synthesize and integrate ethical and safety standards, including utilization of cultural diversity in patient care for patients, families and the community.
- Engage the student in learning by using teaching strategies appropriate to learner needs, based on current and prior learning, while using the online learning system to support the teaching and learning process.
- Recognize and integrate health promotion and disease recognition and assessment knowledge for safe patient care throughout the lifespan.
- Develop and integrate the ability to utilize technology and communication skills for quality patient care for patients, families and the community.
- Utilize theoretical and evidence- based practice models in development of professional roles for patient, family and community care in various milieus and settings.
- Develop and utilize the principles of teaching and interdisciplinary communication for safe and effective patient care for diverse patient populations.
- Explain and develop the leadership role utilizing current economic principles, quality improvement and management processes.
- Develop and integrate the ability to utilize research, trends and professional values in nursing practice.
- Support and encourage a culture of research and service for students and faculty.
- Integrate needs of the students, faculty and community in planning and implementing curriculum.

BACHELOR OF SCIENCE IN NURSING

Program Objectives

The Bachelor of Science in Nursing (BSN) degree completion program is designed to provide Learners with the knowledge that prepares them for practice within complex healthcare systems. It advances their education as they assume the roles of provider of care, manager and coordinator of care and a member of a profession while integrating their knowledge and skills into their professional nursing practice. The core courses offer a well-rounded education in theoretical and evidence based practice and research, informatics, health promotion through the lifespan, leadership, ethics and policy, pathopharmacology and physical assessment and community health.

Program Goals

- Define, develop and understand the role and professionalism of the nurse in baccalaureate nursing practice, including professional values, leadership, management and evidence-based patient care.
- Demonstrate the ability of faculty and learners to apply prior learning, theoretical and evidence-based practice models, health care policy, finance, and the requirements of the regulatory environment in research and practice applications in a variety of healthcare settings.
- Develop the ability to integrate Information Management and Patient Care technology in education and patient care.
- Identify and apply leadership, ethical, quality improvement and patient safety principles and culturally appropriate health promotion during patient care and management situations across the lifespan and in the community.
- Appoint qualified faculty and promote excellence in teaching by utilizing current technology and innovative strategies to facilitate student-centered learning
- Describe and formulate improved professional communication and collaboration for improving patient health outcomes.
- Utilize appropriate data and assessment to improve student, faculty or patient outcomes.

Student Learning Outcomes

WRITTEN COMMUNICATION

Demonstrate the ability to communicate in writing resulting in understanding and being understood by patients, family and the interdisciplinary health team.

ORAL COMMUNICATION

Demonstrate competence in utilizing oral communication skills appropriately given the purpose and the context of the communication for quality patient-centered care.

CRITICAL THINKING

Apply critical thinking and reasoning skills based on theoretical principles to discriminate among inferences drawn from given data in clinical decision making and evaluation during evidence-based nursing practice.

CULTURAL AND SOCIAL UNDERSTANDING

Recognize the importance of social and cultural diversity and develop a perspective based on the analysis of diverse environmental factors that influence global health care.

INFORMATION LITERACY

Determine the nature and extent of the information needed and demonstrate the ability to locate, evaluate and use informatics and other resources to support research, theory and evidence-based nursing practices when managing care across the healthcare continuum.

PERSONAL DEVELOPMENT

Integrate formal academic learning with personal experiences that promote the values of altruism, caring, human dignity, integrity, and social justice in all nursing practice situations.

QUANTITATIVE REASONING

Demonstrate the ability to use analytical skills to understand and evaluate systems of practice as a foundation for theoretical and evidence-based healthcare practice.

SCIENTIFIC REASONING

Demonstrate a system of inquiry that is dependent on empirical evidence to evaluate qualitative and quantitative research as a foundation for theoretical and evidence-based nursing practices.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Apply ethical and legal principles/accountability to actions that promote advocacy, collaboration, and leadership as healthcare professionals.

Bachelor of Science in Nursing Admissions Requirements

Admission into the Bachelor of Science in Nursing (BSN) degree program requires that the applicant has a high school diploma or a GED and completed their Registered Nurse licensure requirements in the state where the applicant practices.

Bachelor of Science in Nursing Degree Requirements

Requirements	Credits
Core Nursing Courses	36
Nursing Electives	15
Lower Division General Education	21
Upper Division General Education	15
Lower Division General Electives	15
Upper Division General Electives	18
Total Credits	120

Program Length: 1-3 Years; time will vary based on credit transfer (full-time status)

Bachelor of Science in Nursing Required Core Courses

Required Core Courses		Credits
NUR 2300	Professional Nursing Role Transition	3
NUR 2302	Theoretical Foundations and Professional Values in Nursing	3
NUR 2304	Collaborative Strategies for Nursing	3
NUR 2306	Informatics for Nursing and Healthcare	3
NUR 2308	Lifespan Health Promotion in Nursing	3
NUR 2310	Pathopharmacology	3
NUR 2400	Introduction to Nursing Leadership and Finance	3
NUR 2402	Policy, Law and Ethics in Healthcare	3
NUR 2404	Physical Assessment	3
NUR 2406	Community and Population Health Nursing (practicum)	3
NUR 2408	Nursing Research and Evidence Based Practice	3
CAP 2402	BSN Capstone	3

Core courses need to be taken in the order they are listed.

Learners must take 15 semester credits of elective courses related to nursing or areas related the skills needed by nurses.

Nursing Elective Courses		Credits
NUR 2312	Cultural Care in Nursing Practice	3
NUR 2314	Teaching and Learning in Nursing	3
NS 1106	Health and Nutrition	3
MATH 1305	Statistics for the Behavioral Sciences	3
ENG 1406	Professional and Technical Writing	3
LDR 2125	Leadership Communications	3
NUR 2410	Quality Management in Nursing and Healthcare	3
NUR 2412	Gerontology Nursing	3
NUR 2414	Complementary and Alternative Therapies in Healthcare	3
BUS 2414	Business Communications	3
LDR 2490	Nonverbal Communications in Leadership	3

General Elective Courses

The general elective courses for the Bachelor of Science in Nursing degree can be selected from a variety of courses from the 2000 and above level undergraduate courses including the electives associated with nursing or from the other Schools within the university, as long as all prerequisites are met.

MASTER OF SCIENCE IN NURSING

Program Objectives

The Master of Science in Nursing (MSN) degree program is designed to enhance Learners' ability to provide more advanced theoretical and evidenced based nursing care in an ethical manner to socioeconomic and culturally diverse patient populations in various healthcare settings utilizing the latest evidence, technology and information systems. The ability to communicate effectively, both orally and in writing, is also essential and Learners will analyze, synthesize, and utilize knowledge during their program of study. A culminating capstone project will allow Learners to integrate prior and current learning in a meaningful capstone experience. Learners may select a concentration as a nurse executive leader, nurse educator, in healthcare administration or psychological health behavior.

Program Goals

- Identify and synthesize the roles of nurse educator or nurse executive while meeting personal and professional goals during the course of study and performance in a capstone project.
- Analyze and apply various nursing theories, scientific knowledge from various fields, research, critical thinking and the current trends in medical care and nursing that may be utilized by a Masters prepared nurse to improve and enhance care in a variety of settings.
- Support technology and various methods of communication to enhance learning and interaction with patients, families, organizations, other nurses and the community to improve health outcomes.
- Promote leadership, critical thinking, decision making and the principles of cultural competence and culturally appropriate family centered care for clients and families.
- Practice health promotion across systems to provide effective interaction, teamwork and enhanced quality and safety in various healthcare settings and programs
- Engage faculty in learner centered teaching through innovative and evolving curriculum and technology and opportunity for development or research.
- Analyze and apply principles of ethics, economics, epidemiology, and health promotion to various settings for various types of clients.
- Utilize data and assessment to improve and enhance learning and curriculum throughout the Master's degree program.

Student Learning Outcomes

WRITTEN COMMUNICATION

Demonstrate the ability to utilize advanced written skills to demonstrate the ability to analyze and solve problems resulting in the improved care and better understanding when working with the patients, family and the interdisciplinary health care team.

ORAL COMMUNICATION

Exhibit competence in providing appropriate oral communication skills to successfully interact with patients, families and the healthcare team in order to provide quality patient-centered care.

CRITICAL THINKING

Apply critical thinking and reasoning skills based on theoretical and evidence based information for clinical decision making in nursing practice, education and administration.

CULTURAL AND SOCIAL UNDERSTANDING

Recognize the importance of social, environmental and cultural diversity to develop a perspective based on the advanced analysis of diverse factors that influence personal, familial and global health care.

INFORMATION LITERACY

Analyze the nature and extent of the information required and methods to acquire and utilize such information to support research and evidence-based nursing practices when managing care across the healthcare continuum.

PERSONAL DEVELOPMENT

Integrate formal academic learning with personal experiences to promote professional growth, theoretical and evidence based care and lifelong learning in professional nursing practice.

QUANTITATIVE REASONING

Demonstrate the ability to use analytical skills to understand and evaluate systems during more advanced practice as a foundation for evidence-based healthcare.

SCIENTIFIC REASONING

Demonstrate a system of inquiry that is dependent on empirical evidence to evaluate qualitative and quantitative research as a foundation for evidence-based nursing practices.

ETHICAL, LEGAL, AND PROFESSIONAL ISSUES

Apply ethical, legal and personal principles and accountability for actions that promotes advocacy, collaboration, and leadership as a masters prepared nurse

Master of Science in Nursing Admissions Requirements

Admission into the Master of Science in Nursing (MSN) degree program requires that the applicant has a bachelor's degree or its equivalent completed at an appropriately accredited post-secondary institution and have completed their Registered Nurse licensure requirements in the state where the applicant practices. Applicants must submit a Personal Statement as defined in the Application and Enrollment Process.

Degree Requirements of the Master of Science in Nursing Program

Courses	Semester Credits
Required Courses:	21
Elective Courses:	15
Total:	36

Program Length: 2 years (full-time status)

Required Core Courses	Credits
NUR 86500 Theoretical Foundations and Current Trends in Advanced Nursing Practice	3
NUR 86502 Advanced Pathopharmacology	3
NUR 86504 Advanced Health Assessment	3
NUR 86506 Population Health and Health Promotion across Cultures	3
NUR 86508 Ethics, Policy, and Finance in the Healthcare System	3
NUR 86510 Research and Analytic Approaches to Advanced Evidence-Based Practice	3
CAP 89002A MSN Capstone Project I	2
CAP 89002B MSN Capstone Project II	1

Associate Degree in Nursing (ADN) to Master of Science in Nursing (MSN) Admissions Requirements

The California Southern RN-to-MSN program is designed to allow students to tailor their nursing education with completion of bridge courses at the BSN level that would allow Learners to progress into a graduate program with specific managerial, psychological or educational applications in nursing and healthcare management.

- Prerequisites for Prospective Students; Associate degree in nursing from an accredited program and an unencumbered registered nursing license in the Learner's state of residence or employment.
- Admissions Requirements;
 1. Completed Application with official transcripts
 2. GPA 3.0
 3. Personal statement
 4. Interview with the Dean
 5. 2 letters of recommendation, one from employment, one from education
- Graduation Requirements; Successful completion of all graduate coursework with a 3.0 GPA and completion of Capstone project.

Degree Requirements of the Associate Degree in Nursing (ADN) to the Master of Science Degree in Nursing (MSN)

Courses	Semester Credits
Required Bridge Courses:	21
Required Core Courses:	21
Elective Courses:	15
Total:	57

Program Length: 3 years (full-time status)

Required Bridge Courses	Credits
NUR 2300 Nursing Role Transition	3
NUR 2304 Collaborative Strategies for Nursing	3
NUR 2306 Informatics for Nursing and Healthcare	3
NUR 2400 Introduction to Nursing Leadership and Management	3
NUR 2406 Community and Population Health Nursing (practicum)	3
MATH 1305 Statistics for the Behavioral Sciences (or upper division General Education Course)	3
ENG 1102 English Composition II (or upper division General Education Course)*	3

Required Core Courses	Credits
NUR 86500 Theoretical Foundations and Current Trends in Advanced Nursing Practice	3
NUR 86502 Advanced Pathopharmacology	3
NUR 86504 Advanced Health Assessment	3
NUR 86506 Population Health and Health Promotion across Cultures	3
NUR 86508 Ethics, Policy, and Finance in the Healthcare System	3
NUR 86510 Research and Analytic Approaches to Advanced Evidence-Based Practice	3
NUR 89002A MSN Capstone Project I	2
NUR 89002B MSN Nursing Capstone Project II	1

Elective Courses – 15 Credits		
Nurse Executive Leader		Credits
NUR 86520	Advanced Nursing Leadership	3
NUR 86525	Management of Issues in Healthcare	3
NUR 86530	Healthcare Policy	3
NUR 86535	Healthcare Finance and Financial Management	3
NUR 86536	Organizational Behavior in Healthcare	3
MGT 86507	Strategic Management	3
MGT 86535	Management of Change	3
HCA 86810	Healthcare Informatics	3
HCA 86806	Managing Epidemiology	3
Healthcare Administration		Credits
HCA 86800	Healthcare Administration	3
HCA 86802	Healthcare Compliance, Law, Ethics	3
HCA 86804	Healthcare Economics	3
HCA 86806	Managing Epidemiology	3
HCA 86810	Healthcare Informatics	3
HCA 86812	Quality Control in Healthcare	3
HCA 86814	Cultural Diversity in Healthcare	3
Nurse Educator		Credits
NUR 86540	Roles and Responsibilities of the Nursing Educator	3
NUR 86542	Innovative Teaching and Learning Strategies in Nursing	3
NUR 86544	Foundations of Nursing Education	3
NUR 86546	Integrating Technology into Nursing Education	3
NUR 86548	Curriculum Theory, Framework, and Design in Nursing Education	3
NUR 86550	Evaluation Strategies and Methods for Nursing Education	3
NUR 86570	Eating Disorders Assessment and Management	3
HCA 86810	Healthcare Informatics	3

8. SCHOOL OF EDUCATION



SCHOOL OF EDUCATION

Mission Statement

The mission of the School of Education is to provide high quality graduate degrees to adult learners in an online environment. The School strives to equip the next generation of visionary scholar-practitioners to serve as skilled, knowledgeable and ethical thought leaders. The School is committed to create an environment that will create opportunities for Learners to satisfy their educational and professional goals.

MASTER IN EDUCATION (M.ED)

Program Objectives

The Master in Education (M. Ed) program in the School of Education is a practice-oriented degree that will prepare the next generation of visionary scholar-practitioners to tackle the problems that face educators and their communities. M.Ed graduates will be skilled, knowledgeable, and ethical thought leaders. In this program there will be multiple personal and professional development opportunities for learners, and they will be well-rounded in educational theory-to-practice strategies. The program integrates four main themes throughout all the coursework: Educational Theory, Current Research, Educational practice, and Service toward the public good. Learners will become leaders in their field as they interpret educational theories, apply their understanding of current research, and utilize their skills to make informed decisions in complex and dynamic settings. Three M. Ed concentrations are available: Counseling in Education, Curriculum and Instructional Design, and Organizational Leadership.

Program Learning Outcomes

In this program and its three concentrations Learners will:

EDUCATIONAL THEORY

- Interpret educational theories and scholarship to inform best practices in education;

CURRENT RESEARCH

- Employ appropriate oral and written communication skills in multiple educational settings;
- Apply critical-thinking skills to interpret information to arrive at appropriate inferences and professional conclusions;
- Utilize quantitative reasoning skills to analyze data and come to intelligent conclusions that support evidence-based decisions in diverse settings;

EDUCATIONAL PRACTICE

- Develop and apply educational theory-to-practice strategies to investigate and resolve critical problems from diverse perspectives;
- Demonstrate ability to act as thought leaders that support sustainable practices in ethical and legal issues that adhere to professional standards;

SERVICE TOWARD THE PUBLIC GOOD:

- Apply understanding of theories in education, educational research, and ethical reasoning to tasks that will demonstrate the capacity to serve as visionary scholar-practitioners;
- Integrate personal and professional development to navigate the complexities within educational settings.

Master in Education Admissions Requirements

Admission into the master's degree programs requires a bachelor's degree or its equivalent completed at an appropriately accredited postsecondary institution. Applicants must also submit a Personal Statement. The personal statement should address how the applicant's background, education, professional experiences and computer literacy have prepared him/her for success as an active independent learner. A clear and concise illustration of how the above criteria combined with their personal motivation should be included.

The university may accept a maximum of six graduate semester credits in transfer toward the M. Ed degree for graduate course work completed at an appropriately accredited institution. Credits earned in graduate courses for which a grade of "B" or higher was earned will be considered for transfer. In evaluating credits earned at other institutions, the university will consider, among other factors, the amount of time passed since the credits were earned. Credits sought to be transferred to California Southern University and applied toward the required core or required elective course requirements of a degree program (i.e., courses in the Learner's major) must have been earned within 10 years of the Learner beginning studies at California Southern University. To enable the evaluation of prior college work, the official transcripts must be provided to, and approved by, the university.

Master in Education Degree Requirements

The program length is six (6) semesters or 2 years and the program requires 36 credits or 12 courses to degree completion. The capstone is the last course taken after all core and concentration courses are satisfactorily completed.

Courses	Semester Credits
Required M. Ed courses	21
Elective Courses	15
Total:	36

Program Length: 2 years (full-time status)

Master in Education Required Courses

Required Core Courses	Credits
EDU 86500 Foundations in Education	3
EDU 86505 Curriculum and Instruction	3
EDU 86510 Assessment and Evaluation	3
EDU 86515 Research in Education	3
EDU 86520 Education, Culture and Society	3
EDU 86525 Legal and Ethical Considerations in Education	3
CAP 89500 Capstone Project in Education	3

Master in Education Concentration Courses

Specialization in a specific concentration requires 15 semester credits of elective courses in a specific area of concentration.

Education Concentration Courses		
Counseling in Education		Credits
PSY 86502	Counseling Theories and Strategies	3
MFT 86513	Psychological Tests and Measurements	3
PSY 86505	Theories of Human Development and Functioning	3
PSY 86508	Cross Cultural Mores and Values	3
EDU 86517	Ethical and Legal Considerations in Counseling	3
EDU 86507	Academic and Career Advisement for Counselors	3
Curriculum and Instructional Design		Credits
EDU 86503	Curriculum and Course Design	3
EDU 86508	Strategies for Effective Teaching and Learning	3
EDU 86514	Developing Quality Instructional Programs	3
EDU 86523	Meeting the Diverse Needs of Learners	3
EDU 86518	Design of Digital Assets for the Classroom	3
HRM 87505	Effective Training on E-Learning	3
Organizational Leadership and Management		Credits
MGT 86500	Business Organization and Management	3
EDU 86503	Contemporary Issues in Educational Leadership	3
MGT 86512	Managerial Accounting for Decision Making	3
EDU 86516	Information Systems for Education	3
HRM 87503	Labor Relations	3
PM 86900	Project Management Concepts and Essentials	3

Note: This is not a teacher certification program and does not ensure initial teaching/administrative licenses.



9. COURSE DESCRIPTIONS



SEMINARS

ENG 14 Undergraduate Academic Writing and Research Skills No Credit

This is an introductory course in undergraduate college writing, emphasizing writing as a process. It focuses on generating and organizing ideas, conducting library research, developing paragraphs, and improving sentence structure; and reviews conventions of punctuation, grammar, spelling, and usage as needed.

ENG 60 Graduate Academic Writing and Research Skills No Credit

This is a review course in graduate level college writing, emphasizing writing as a process. It focuses on generating and organizing ideas, conducting library research, developing paragraphs, and improving sentence structure; and reviews conventions of punctuation, grammar, spelling, and usage as needed.

UNIV 2000 University Success Online 3 Credits

The purpose of this course is to familiarize the Learner with the concepts required for taking courses in an online environment where all of the facets of the course are completed online. This course reviews computer hardware and software components. Learners will explore the Learning Management System as well as successful study habits. Learners will practice uploading and downloading skills to complete assignments. Learners will learn how to employ decision making and digital organizational skills to implement technological processes for a successful academic undertaking.

UNDERGRADUATE GENERAL EDUCATION COURSES

ENG 1101 English Composition I 3 Credits

This course is an introductory course in college writing, emphasizing writing as a process. It focuses on generating and organizing ideas, conducting library research, developing paragraphs, improving sentence structure; it reviews conventions of punctuation, grammar, spelling, and usage as needed.

ENG 1102 English Composition II 3 Credits

Prerequisite: ENG 1101

This course focuses on applied writing using references, citations, and a bibliography. It includes writing a research paper. It enables the Learner to develop skills of narrowing the subject, note-taking, reading for research, developing a research strategy and library research techniques.

ENG 1200 American Literature 3 Credits

This course covers selected works in American literature from the 1880's to the Present. Emphasis is placed on the historical, cultural, and literary analysis of selected prose, poetry, and drama. The aim of this course is to give the student an overview of American writers, literature, and literary trends. Upon completion, Learners should be able to interpret, analyze, and respond to literary works within their historical and cultural context.

ENG 1400 Introduction to Public Speaking 3 Credits

This course provides an introduction to public speaking that offers great writing and examples, strong coverage of course topics, and practical guidelines for creating effective presentations. It introduces the emerging world of virtual meetings, vlogs, digital platforms, and e-learning with new coverage throughout that helps learners develop and deliver presentations online. This course takes advantage of the media by integrating speech video and assessment right into the book, modeling techniques and helping learners apply their knowledge to their own speeches. Access is automatic and includes more than 200 video clips.

ENG 1406 Professional and Technical Writing 3 Credits

Prerequisite: ENG 1102

The course will prepare Learners for their professional lives in scientific, technical, or public service fields by helping them organize their knowledge while exploring ways of applying it, thus developing their professional expertise. A variety of media and formats will be studied, including websites, emails, proposals, memos, and instructions.

BUS 2414 Business Communications 3 Credits

This course is a detailed study and application of various types of oral and written communication used in business. The goal of this course is to teach Learners to communicate in a clear, courteous, concise, and correct manner on both a personal and professional levels. It examines the role of communication in the organization. Topics include: technologies that enhance communication effectiveness, international considerations, presentation and written skills, and written forms of communication.

LDR 2490 Nonverbal Communications in Leadership 3 Credits

Research studies have shown that between sixty-five and ninety-three percent of in-person communication involves nonverbal messages. It is paramount that good leaders understand how to both interpret and send the proper nonverbal cues to their listening audience. This course focuses on the important characteristics of nonverbal communications, such as the basics of nonverbal communications, how to properly send and receive nonverbal information, the impact of personal territory and space, projecting the proper physical characteristics, effective vocal cues, and the use of nonverbal communications on a daily basis.

HU 1104 The Art of Wondering**3 Credits**

This is a course that teaches philosophy in a way that is as interesting as it is enlightening. By applying philosophic thinking tools to a host of original ideas gleaned from the world's foremost thinkers, it will expose you to a wide range of perspectives and attitudes. The course nurtures analytical skills while critically engaging Learners in the question of some of life's true meanings.

HU 1120 Introduction to Humanities I**3 Credits**

This course is an inquiry into the study of the humanities that focuses on the concept of cultural roots. It emphasizes the Learner's personal growth and takes place on three levels – historical, aesthetic, and philosophical. The course has an interdisciplinary approach to the comparative humanities, including a study of literature, philosophy, music, the visual arts and history. The Learner will develop an understanding and appreciation of man's cultural heritage from the beginning of time to the Renaissance.

HU 1130 Critical Thinking**3 Credits**

This course examines a wide variety of deliberative processes that will enable the Learner to evaluate claims and arguments in everyday life. It integrates inductive and deductive logic as it examines non-argumentative persuasion, pseudo-reasoning, and a variety of topics relevant to the task of making sound decisions and problem solving.

HU 1205 Introduction to Theater**3 Credits**

This course is designed to give Learners a broad-based survey of theater arts and explore the professional aspects of the theater. The focus of this course is to compare, contrast and examine the aspects of live theater including dramatic structure, theater production, history and performance.

HU 1410 World Religions**3 Credits**

This course is an introduction to the historical, geographic, mythical, ritual, psychosocial, anthropological, and doctrinal differences among the major world religions. The focus is on perspectives and practices revolving around the educational value of studying religions and encountering diversity.

HU 1421 Introduction to Humanities II**3 Credits**

This course continues the Learner's inquiry into the study of the humanities with a focus on the concept of cultural roots. This course emphasizes the Learner's personal growth and takes place on three levels – historical, aesthetic, and philosophical. The Learner will understand and appreciate man's cultural heritage from the beginnings of modernity in the Renaissance, the seventeenth century Baroque Age, the eighteenth century European Enlightenment, Romanticism, the nineteenth century Industrial Revolution to the Modernist and Postmodernist movements in the twentieth and twenty-first centuries.

MATH 1105 Mathematics for Business**3 Credits**

This course provides the Learner with the opportunity to develop skills in business math transactions. The focus of this course will be on percents, discounts, markups and markdowns on retail prices, payroll, simple interest and maturity value, discount notes, and the metric system.

MATH 1110 College Mathematics**3 Credits**

This course is designed to be a math course covering topics that are essential for Learners in any discipline. Topics to be covered are arithmetic, measurement, data analysis, introductory algebra and signed numbers.

MATH 1115 Pre-Calculus**3 Credits**

Pre-Calculus provides the concepts and skills that should be mastered before enrollment in a college-level calculus course. The Learners will study and explore the following types of mathematical functions: linear, polynomial, exponential, logarithmic, and trigonometric. In addition Learners develop problem solving and critical thinking skills.

MATH 1200 Algebra**3 Credits**

This course focuses on the practical application of numeric, algebraic, and graphic techniques of algebra using equations and inequalities, graphs, polynomials, exponential and logarithmic functions, and sequences, series, and probability analysis.

MATH 1215 Calculus**3 Credits****Prerequisite: MATH 1115**

Calculus has been referred to as classical math going back to Archimedes (around 225 BC) but was developed into what it is now in the late 1600's by Newton and Leibnitz. This course emphasizes skills, theory, and applications. Course topics include: functions and graphs, limits and continuity, differentiation and integration of algebraic, logarithmic, and exponential functions, the mean value theorem, and antiderivatives. Graphing calculators are recommended.

MATH 1305 Statistics for the Behavioral Sciences**3 Credits**

This course introduces the Learner to the basic design methodologies and statistical techniques used in behavioral sciences. Some of the topics considered are mixed and correlation designs, analysis of variance and data collection procedures. These topics are divided into two parts: descriptive statistics and inferential statistics.

BUS 2413 Business Statistics**3 Credits**

This course provides an introduction to the construction and use of statistical models for business management; it applies descriptive and inferential statistics to business and economic problems. Topical coverage includes summarizing data, measures of central tendency, dispersion, probability, probability distribution, normal distribution, sampling, hypothesis testing, correlation, regression, and chi-square analysis.

NS 1103 Introduction to Geology**3 Credits**

This course studies the physical processes and serves to introduce the geological forces at work in the environment. It covers such topics as weathering, soil, rocks, ground water, glaciers, earthquakes, mountain building and geologic time.

NS 1105 General Biology**3 Credits**

This course explores the principles of cellular life, inheritance, and evolution in the context of biodiversity. Further, it investigates how plants and animals function. Ecology is also introduced as a discipline of the biological sciences, introducing such concepts as the ecosystem and biosphere as relevant to the course.

NS 1106 Health and Nutrition**3 Credits**

This course gives an overview of the personal responsibility of health for a lifetime of physical, psychological, emotional and social well being. An important theme is prevention. It discusses the necessary skills you need, the habits you form, the choices you make, and the ways you live day by day to shape your health and your future.

NS 1107 Environmental Science**3 Credits**

This course provides an overview of earth environments (physical, geological, hydrologic, atmospheric, and biological) and their interactions, modifications (use and misuse) of the physical environment and current environmental issues. Learners will gain an awareness of the importance of Earth's systems in sustaining our daily lives, plus the scientific foundation and tools needed to apply critical thought to contemporary environmental issues.

NS 1203 Physical Geography**3 Credits**

This course examines spatial elements of the physical environment – its air, water, climate, landforms, rocks, soils, plants, ecosystems, and biomes – and how we interact with these elements. Learners are introduced to the nature and characteristics of these elements, their distribution over the earth, and their interrelationships. It is the study of the natural world around you.

NS 1205 Introduction to Oceanography**3 Credits**

Oceans cover seventy percent of the Earth's surface, regulating our climate and maintaining our atmosphere. This course is designed to provide an introduction to Oceanography by highlighting several components of the marine environment. Topics include: extent of the oceans, waves, currents, and tides, plant and animal life of the sea, the nature and topography of the oceans, and the relationship between oceans and weather and climate. There will be a strong emphasis on understanding the basic ocean processes.

NS 1400 Anthropology**3 Credits**

This course uses global and holistic perspectives to examine the economic, social, political, cultural and ideological integration of society. It is the study of people of all periods beginning with the immediate ancestors of humans through the development of humans until the present.

SS 1102 United States Government**3 Credits**

The course will present the fundamentals of the US government, covering the structure and function of our political systems. An emphasis is placed on the national government, with comparisons and contrasts made to state and local government. Learners will study the foundations of democracy, the role and use of power and authority as held by different groups over time, the three branches of government, political participation and behavior, and more.

SS 1103 United States History to 1877**3 Credits**

This course examines United States history from European settlement through the Civil War. The focus of this course will be on the political and economic history of the United States. Topics to be covered will include: development of American slavery, consequences of the American Revolution, industrial growth, and the Civil War.

SS 1104 United History 1877 to Present**3 credits**

This course examines United States history from the end of the Civil War to the present. The focus will be on the central ideas and conflicts that shaped American society since the Civil War. Topics to be covered will include: Reconstruction; industrialization; two world wars; the depression; the women's movement, civil rights; the cold war and the political environment to the present.

SS 1107 African American History to 1877**3 credits**

This course looks at African American History from the age of discovery through the reconstruction period. This course emphasizes the events, people, and ideas that have made an historical contribution. The primary focus of this course is for Learners to gain a deeper understanding of the meanings of freedom, liberty, equality, and citizenship by understanding the experiences of African Americans and by analyzing the historical concerns. African Americans are not a separate people with a separate history but are American – this course will also look at how African Americans have shaped the U.S. political, social, and economic landscape through reconstruction.

SS 1108 African American History 1877 to Present**3 credits**

This course presents to Learners historical concerns, interests, and problems confronting African Americans from reconstruction to the present. The African American historical experience and their contributions to the United States history since 1877 are examined. This course is an interpretation of past human interactions and their consequences; it makes clear that the study of history demands imagination and critical thinking. The textbook provides a solid framework for understanding African American history within the context of American History.

SS 1200 Sociology**3 Credits**

This course is an introduction to the systematic study of human society. It examines the nature and scope of sociology, its terminology and concepts; studies sociological perspectives, social processes, social institutions, development of society, and characteristics of social life. Learners are introduced to the basic processes of human interaction that result in social change.

SS 1203 Cultural Geography**3 Credits**

This course is an introduction to contemporary cultural geography. It is the study of the relationships among people, culture, and the environment: where and why human activities are located where they are. The focus of this course will be on the role of space, place, community, and region in relation to identity and cultural and social issues.

SS 1205 Women's History in America**3 Credits**

This course is designed to be an analysis of the role women has played throughout United States History. This course will examine broad themes including domesticity, suffrage, health, employment, race, war and feminism and how these broad themes have affected women's lives in the United States. This course will move chronologically through American History focusing on the expectations and changing roles of women and, how differently history looks when viewed with a women's perspective.

SS 1217 Cultural Anthropology**3 Credits**

This course introduces the Learner to the study of diverse human cultures leading to an understanding of the concept of culture and its importance to understanding human behavior. Topics include language, kinship, gender, economics, politics, ecology, and religion. The emphasis is on understanding each culture from its own point of view rather than from our own.

SS 1220 Women, Culture and Society: Study of Gender**3 Credits**

This course is an introduction to the study of women and gender; it is an analysis of culture and society from a feminist perspective. The course focuses on a multi-disciplinary understanding of women's lives and will address gender, race, class, sexuality, ability, and nationality.

PSY 2300 Introduction to Psychology**3 Credits**

This course introduces the major concepts, problems, and methods that psychologists use to investigate and understand the human mind. The focus of the course content is on six major topics of contemporary psychology: physiological psychology, learning, cognitive psychology, developmental psychology, abnormal/clinical psychology, and social psychology. Sociocultural and neuropsychological aspects will be explored.

School of Business

UNDERGRADUATE COURSE DESCRIPTIONS

ACT 2102 Principles of Accounting I

3 Credits

This course examines the fundamental concepts and procedures used in the preparation of the basic financial statements of business entities. It covers generally accepted accounting principles, accounting terminology, and the usefulness of financial statements. Emphasis is placed on accounting for sole proprietorship. Topics covered include: the accounting cycle, financial statements, control of cash inventories, plants assets, current liabilities and payroll accounting

ACT 2104 Principles of Accounting II

3 Credits

Prerequisite: ACT 2102

This course is a continuation of ACT 2102. It examines reports and information needed by the management of a business to make good decisions. Emphasis is on accounting for corporations and partnerships.

ACT 2150 Managerial Accounting

3 Credits

Prerequisite: ACT 2102

This course emphasizes the uses of accounting data internally by managers in directing the affairs of business and nonbusiness organizations. It focuses on the needs of the manager for financial information and timely reports on the firm's operations in order to make sound managerial decisions..

ACT 2202 Tax Accounting I

3 Credits

This course analyzes the determination of taxable income of individuals for federal income tax purposes. Emphasis is on all of the aspects of accounting that are necessary to complete the returns in accordance with federal income tax law.

ACT 2204 Tax Accounting II

3 Credits

A continuation of Tax Accounting I, this course examines present federal income tax law and develops an understanding of the accounting principles and procedures involved in preparing tax returns for partnerships, estates, trusts, and corporations.

ACT 2451 Intermediate Accounting I

3 Credits

Prerequisite: ACT 2104

This is the first of two in-depth financial accounting courses. The course includes a review of basic financial statements, income statement, statement of cash flows and the balance sheet, specifically asset accounts. Theories, the conceptual framework, development of generally accepted accounting principles, and applications are stressed.

ACT 2452 Intermediate Accounting II

3 Credits

Prerequisite: ACT 2451

This is the second of two in-depth financial accounting courses. This course continues accounting principles and theory with emphasis on accounting for fixed assets, intangibles, corporate capital structure, long-term liabilities, and investments. Theories, concepts, and applications are stressed.

ACT 2453 Cost Accounting

3 Credits

Prerequisite: ACT 2102

This course serves as an introduction to the fundamentals of cost accounting, with emphasis on costing systems in the service, merchandising, and manufacturing sectors. The use of budgets and standards are studied as keys to planning and control, including flexible budgets and variance analysis. The use of cost information for various decision and control purposes is also studied.

ACT 2467 Auditing

3 Credits

Prerequisite: ACT 2102

This course is an introduction to generally accepted auditing standards, concepts of internal control, analysis and tracing of financial transactions, and opinions expressed on the fair presentation of financial statements by certified public accountants.

BUS 2300 Introduction to Business

3 Credits

This course explores the world of business and economics, the ethical and social responsibility issues that affect business firms and our society, and the increasing importance of international business. Topics include trends in business today, entrepreneurship, management and organization, producing quality goods and services, human resources, marketing, acquiring, organizing, and using information, accounting, finance and investment, financial management, and personal finances and investments.

BUS 2301 Business Law

3 Credits

This course presents basic legal principles to familiarize Learners with the everyday procedures in business. Topics include: contracts, personal property, sales, negotiable instruments, agency and employment, business organization, risk-bearing devices, and real property.

BUS 2405 Career Management and Personal Marketing

3 Credits

This course explores the basic concepts of career planning, self-assessment, career exploration, and career decision-making, as well as resume and cover letter preparation. The job search process is viewed from the perspective of determining the job market and researching prospective employers. Interview techniques are also presented.

BUS 2110 Business Ethics**3 Credits**

This course examines ethical issues in the context of business theory and practice. In the process of exploring these issues and the questions they raise Learners examine ideas and perspectives in the field of business ethics and extend these to administrative practice and decision making. Learners will become familiar with the range of questions that form the basic foundation of ethics as applied to corporate responsibility, workforce discrimination, distributive justice, environmental impact, risk and safety.

BUS 2413 Business Statistics**3 Credits**

This course provides an introduction to the construction and use of statistical models for business management; it applies descriptive and inferential statistics to business and economic problems. Topical coverage includes summarizing data, measures of central tendency, dispersion, probability, probability distribution, normal distribution, sampling, hypothesis testing, correlation, regression, and chi-square analysis.

BUS 2414 Business Communications**3 Credits**

This course is a detailed study and application of various types of oral and written communication used in business. The goal of this course is to teach Learners to communicate in a clear, courteous, concise, and correct manner on both a personal and professional levels. It examines the role of communication in the organization. Topics include: technologies that enhance communication effectiveness, international considerations, presentation and written skills, and written forms of communication.

BUS 2415 Business Negotiation**3 Credits**

Prerequisite: BUS 2301 / BUS 2110

This course is intended to guide Learners through the major concepts and theories of negotiation, the psychology of bargaining, and the dynamics of interpersonal and inter-group conflict and resolution. It teaches how to recognize negotiation situations, understand how negotiation works, know how to plan, implement, and complete successful negotiations, and more importantly, be able to maximize results.

CAP 2400 BBA Capstone**3 Credits**

Prerequisite: Successful completion of all BBA coursework

This capstone course is the culminating endeavor of Learners who earn the bachelors of business administration degree from California Southern University. As part of this course Learners take a nationally normed comprehensive exam to assess their knowledge in the subject matter covered by the program. The course also provides Learners with the opportunity to explore a problem or issue of particular personal or professional interest in their field. It allows Learners to demonstrate their ability to synthesize and apply the knowledge and skills acquired to real-world situations. The course's final project should affirm Learners ability to think critically and creatively, to solve practical problems, to make reasoned and ethical decisions, to communicate effectively and to demonstrate mastery and application of learned skills.

CAP 2404 BAS Capstone**3 Credits**

This BAS capstone project is the culminating endeavor of Learners who earn a Bachelor of Applied Science degree from California Southern University. The project provides Learners with the opportunity to explore a problem or issue of particular personal or professional interest in their field. It allows Learners to demonstrate their ability to synthesize and apply the knowledge and skills acquired in their studies to real-world situation in applied sciences. The final project should affirm Learners' ability to think critically and creatively, to solve practical problems, to make reasoned and ethical decision, to communicate effectively and to demonstrate mastery and application of learned skills.

ECO 2300 Macroeconomics**3 Credits**

This course focuses on macroeconomics which is the social science that studies the way societies in the aggregate focus on economic growth, unemployment and inflation. Topics of this course include: gross domestic product, national income, inflation, unemployment, fiscal policy, the federal reserve system, monetary policy, exchange rate issues and the effects that each of these have on the nation's economy.

ECO 2403 Microeconomics**3 Credits**

This course focuses on Microeconomics which is the social science that reviews the way individual economic agents allocate resources to wants. Topics of this course include: principles of resource allocation, supply and demand, consumer behavior, costs of production, monopoly, oligopoly, and issues of economic equity.

FIN 2305 Introduction to Banking**3 Credits**

This course provides learners with an introduction to the core content, knowledge and skills in the field of banking/credit union-ing/finance. It provides an academic foundation in the areas of financial service transactions, customer/member service, regulations and procedures critical to the financial services industry, and identity theft. The assessment structure is practice driven with an application of skills aimed at gaining a basic understanding of the financial services arena.

FIN 2403 Money, Banking and Finance**3 Credits**

This course examines crucial elements of the financial environment and well-developed financial systems. It focuses on both decisions made in business but also on those made by private investors. It discusses important topics such as financial planning and analysis, asset management, and the acquisition of financial capital.

FIN 2404 Fundamentals of Finance**3 Credits**

This course focuses on theories, concepts and principles of the financial structure of an organization. The emphasis is on the structure and operation of financial management; problems of internal financial analysis, planning and control, capital structure and investment decisions, valuation, dividend policy, mergers, and acquisitions.

FIN 2405 Principles of Lending**3 Credits**

This course explores the fundamental lending principles currently practiced in the United States. The course serves as a basic overview of lending principles, including information on the lending cycle, forms of lending, and the legal and regulatory environment, and social responsibility.

HRM 2102 Human Resources Management**3 Credits**

This course discusses the strategic importance of human resource management (HRM) while introducing the human resource management functions and the evolving utilization of technology. Further, the strategic role of human resources in planning and operating organizations is presented.

HRM 2103 Staffing Organizations**3 Credits**

This course takes an in-depth look at the rapidly evolving series of strategic, technological, practical, and legal issues that are confronting today's organizations and their staffing systems. We will cover strategies in human relations (HR) and staffing, as well as in the organization. In addition, policies and programs with regards to support and core staffing will also be discussed.

HRM 2107 Supervisory Management**3 Credits**

This course is designed to provide the student with a working knowledge of the supervisory skills necessary for dealing with problems within the organization. Elements such as communications, motivation, discipline, negotiations and conflict management will be covered. This course will also explore current events, contemporary issues, and ethical dilemmas that surround the role of being a supervisor.

HRM 2404 Labor Relations and Collective Bargaining**3 Credits**

This course presents to the Learner an overview of the unionized workforce. Topics include the history of labor union movements, the collective bargaining process, and labor law.

HRM 2405 Compensation Management**3 Credits**

This course introduces the Learner to compensation practice. It will strive to provide an understanding of compensation practices and the environment in which business professionals plan, implement, and evaluate compensation systems. Compensation management's role in promoting companies' competitive advantage is invaluable.

HRM 2406 Employee Training and Development**3 Credits**

This course applies to theories of adult learning and instructional development to the design, delivery and evaluation of training for organizations. Topics include needs assessment, instructional design and strategy, live and mediated instruction; implementation management, evaluation and follow up methods; and evaluation of training strategies.

IB 2100 International Management**3 Credits**

This course emphasizes the challenging role of the individual(s) responsible for advancing international strategy/policy within the organization. Topical issues will be: global leadership trends; role of the global manager; communicating across cultures; building an international workforce; and evaluating and rewarding employees abroad.

IB 2101 International Business Law**3 Credits****Prerequisite: BUS 2301**

This course discusses the body of rules and norms that regulate activities operating outside the legal boundaries of the United States. The focus will be on the principles and practices of international law, the potential impact of international developments will be explained and exposure to international business transactions will be given.

IB 2402 International Economics**3 Credits****Prerequisite: ECO 2300 or ECO 2403**

This course studies the production, distribution, and consumption of goods and services on a worldwide basis. An awareness of role of international issues and importance of international economic events will be developed. Topics also include policy issues related to reducing trade barriers and the effects of threatened retaliatory actions; increased integration efforts of the trade associations; and the tensions accompanying growth, structural change, and globalization at the World Bank and World Trade Organization meetings.

IB 2403 Global Marketing**3 Credits****Prerequisite: MKT 2400**

This course will study marketing strategy addressing global customers, markets and competition to formulate a business strategy. It will observe marketing on a worldwide scale in order to meet global objectives through an understanding of opportunities, similarities and differences. In addition, the reality facing the marketing manager as foreign markets open up and new markets are ready to be entered is discussed.

IB 2404 International Finance**3 Credits****Prerequisite: FIN 2403 or FIN 2404**

This course studies the branch of finance that covers the dynamics of exchange rates, foreign investments, and how these affect international trade. It is the international study of individuals, businesses, and organizations and how they raise, allocate, and use monetary resources over time, taking into account the risks entailed in their projects. It provides today's financial managers with an understanding of the fundamental concepts and the tools necessary to be effective global managers.

LDR 2470 Customer Service Excellence**3 Credits**

This course outlines the basic steps for the learner in developing and mastering exceptional customer service knowledge and skills that are most important in all types of today's organizations. Learners will explore how effective customer services techniques can help them and their organizations achieve critical goals, deal with problems and complaints, consistently exceed customer expectations, and create loyal customers to achieve and maintain customer service excellence. In addition, special attention is focused on the strategies most important in customer service, today, with insights into maximizing sales revenue and customer satisfaction, effectively solve problems, resolve complaints, and better understand the impact and potential of today's social media.

MGT 2121 Organizational Behavior**3 Credits**

This course provides insight into the manner in which to explain how people act and react in organizations that employ, educate, serve, inform, heal, protect, and entertain. This is an interdisciplinary course that draws upon a wide net of professions. The course is dedicated to understanding and managing people at work that is both research and application oriented dealing at the individual, group, and organizational level.

MGT 2124 Operations Management**3 Credits**

This course will examine the activities that create value of goods or services through the transfer of inputs into outputs. It is the creation of goods and services otherwise known as production. It presents a state-of-the art view of the activities of the operations function including a blend of topics from accounting, industrial engineering, management, management science, and statistics.

MGT 2325 Business Information Systems**3 Credits**

This course is intended to help Learners learn how common business goals like reducing costs, improving productivity, improving customer satisfaction and loyalty, creating competitive advantages, and streamlining supply chains are achieved by successful implementation of information systems. It focuses on information, business, technology, and the integrated set of activities used to run most organizations.

MGT 2404 Contemporary Management**3 Credits**

This course looks at the planning, leading, organizing and controlling of individuals within an organization or business in order to effectively and efficiently reach their goals. It provides an overview of theories, concepts and techniques of management in today's business organizations and the role of the manager in today's society.

MGT 2426 Total Quality Management**3 Credits**

This course provides the student with a fundamental, yet, practical application of the theories and principles of total quality management from a real world perspective. In order for graduating Learners to compete in global markets, they must understand the basics of quality control systems. This course insures the Learner has an understanding of quality methods, partnering and strategic alliance skills, strategic and risk management, quality culture and leadership, customer satisfaction and retention, ISO 9000 quality systems, and Juran methods. Emphasis is also placed on the Learner becoming proficient at implementing these skills and tools in a total quality management environment.

MKT 2106 Advertising**3 Credits**

This introductory course surveys the field of advertising and studies how it fits into society. It introduces Learners to the principles and practices of contemporary advertising. We will use fundamental advertising decision processes that include: strategy, goals, budgeting, messages, media and effectiveness to explore the elements of successful advertisement, advertising promotion and tasks accomplished by media professionals.

MKT 2107 Retail Management**3 Credits**

This course examines the hierarchy and management methods of product distribution from producer to consumer through the retail establishment. Retail management involves critical factors of product development, product management, and product delivery which can spell success or failure for any business. It illustrates how retail product distribution is performed from producer to consumer.

MKT 2108 Sales**3 Credits**

This course provides information specific to planning, implementing, and controlling the firm's personal selling function. It involves the discussion of sales territories; management of recruitment, selection, training, and motivation of sales personnel; and the evaluation of sales performance while focusing on the customer's perceived product value and customer need satisfaction.

MKT 2400 Essentials of Marketing**3 Credits**

This course is intended to expose Learners to the process of building profitable customer relationships through an integrative customer-value/customer-equity framework of marketing. They will learn the intricacies of marketing, as well as how the concept of marketing is interrelated to a company's entire vision, mission, and strategic plan.

MKT 2409 Consumer Behavior**3 Credits**

This course provides an in-depth look at consumers as individuals, decision makers, and members of our society and will examine the reason consumers behave the way they do. It will look at the thought process that precedes these actions as it introduces the applied science of consumer behavior.

MKT 2410 Brand Management**3 Credits**

This course is intended to illustrate the importance of branding and brand management to the success of a product or company. Learners will learn how to design a marketing plan that fully utilizes the company's resources to gain and maintain a market share. Today's business world demands knowledge of strategic brand management, which in turn, leads to success in marketing.

MKT 2416 Internet Marketing**3 Credits****Prerequisite: MKT 2400**

This course examines the foundation, operation, and implications of Internet marketing and studies the culture and demographics of the Internet and explores online business strategies. It focuses on a comprehension of Internet marketing principles and concepts, the hardware and software tools necessary for Internet commerce, and emphasizes the development of advanced Internet marketing skills. Included in the course is a review of how the Internet should and can impact marketing strategy.

MKT 2420 Marketing Management**3 Credits****Prerequisite: MKT 2400**

This course is intended to present a strategic and integrative perspective about marketing that goes beyond the basic explanation of terms and concepts. It discusses how the use of the Internet and information technology has influenced marketing and managers of marketing in today's competitive business world. This course appraises new marketing opportunities from product or service development to sales strategies and product mix.

SBM 2401 Small Business Management**3 Credits**

This course introduces small business management and the multitudes of management skills required for successful operation. It discusses the many decisions that must be made from what type of business to launch, to what your measure of success might be, to how to keep control of inventory. It illustrates the economic and social impact of small businesses and the process and factors related to entrepreneurship.

ENT 2100 Entrepreneurship**3 Credits**

This course focuses on the skills and competencies required to effectively develop, organize, and manage a new business from an entrepreneurial perspective. Over the past decade, the fundamental dynamics of entrepreneurship have changed. Therefore, the student is introduced to these new advances in technology, innovations in business strategies, international cultures, and societal changes required of today's entrepreneurs. The student also explores the entrepreneurial management model from conception to maturity.

ENT 2101 Business Plans for New Ventures**3 Credits****Prerequisites: ENT 2100**

This course focuses on how to turn a great idea into a profitable business by developing a powerful and persuasive business plan. The student learns how to develop the skills and tools needed to communicate the value of their idea to investors and attract key talent. The business plan can also be used as a guide throughout the entire process of starting and operating a business. The student learns the specific skills for determining what to include in the plan, securing capital needed, assessing opportunities and risks, and avoiding common pitfalls that cost money, time, and effort. Students also explore techniques for developing sales, marketing, operations, and distribution strategies.

ENT 2106 Family Business Management**3 Credits**

In this course, the student explores why family businesses make up many of the organizations in today's economy. Family businesses are different from small businesses, because of their interactions between family members, plus, multiple roles each member plays in the family business. This course examines the characteristics differentiating family business from other forms of small business, plus, how to cope with various issues and capitalization problems. The student also examines relevant managerial skills, family and business life cycles, impacts on family values, and wealth management distribution.

ENT 2402**Entrepreneurial Financing and Venture Capital Management****3 Credits****Prerequisites: ENT 2100**

The focus of this course is to introduce the entrepreneurial student to financial thinking, tools, and techniques. The student will learn various theories, knowledge and financial tools an entrepreneur needs to start, build, promote, and manage a successful business venture. The course also discusses methods to obtain financial capital for launching and developing a business venture. The student will determine how to interact with financial institutions and regulatory agencies to promote the venture to its full potential, plus, provide return and liquidity for the venture's investors.

ENT 2408 Entrepreneurship and the Internet**3 Credits****Prerequisites: ENT 2100**

The role of this course is to introduce the entrepreneurial student to both current and future Internet applications for operating and promoting their business ventures. The student will explore new ideas that both shape the global information marketplace and promote business venture growth. The course also investigates how the digitally based manager utilizes web-based tools to expand their venture by focusing on areas, such as emerging markets and strategies, ebocube business models, buying cycles and email utilization, websites, and marketing operations.

ENT 2415 Women and Entrepreneurship**3 Credits****Prerequisites: ENT 2100**

This course focuses on the fundamental concepts and constructs needed by today's business women to develop, manage, and operate their own entrepreneurial ventures. Special attention is placed on business plan development, ownership structure, financials, location and layout, marketing, operations, human resource strategies, and risk management, all of which are necessary skills to ensure the success and longevity of any business endeavor. In addition, Learners will explore and evaluate the future direction of entrepreneurship and small business management that all women entrepreneurs must consider.

LDR 2100 Foundations of Leadership**3 Credits**

Leadership is a combination of human behavior, business skills, social functions, and group interaction. This course provides the necessary tools, concepts, and skills that are important to the role of leadership development. The student learns based on both a theoretical foundation, as well as, from learning exercises, which help personalize the subject matter. The focus of this initial course is for the student to start developing their full potential as a leader, plus, become the type of leader others will admire and want to emulate.

LDR 2125 Leadership Communication**3 Credits**

The ability to communicate effectively is probably the single most important trait a leader, supervisor, or manager can possess. This course is organized around the characteristics and concepts for developing the communication capabilities needed to be a transformational leader. The student investigates the core communication capabilities in strategy, speaking, media, and writing skills. Plus, the student learns how to communicate effectively with diverse audiences, understand cultural differences, conduct productive meetings, manage global teams, create and communicate visions, lead change initiatives, and foster external relationships.

LDR 2150 Leadership Theory and Practice**3 Credits****Prerequisite: LDR 2100**

This course is organized around the characteristics and concepts governing leadership theories and practices. Leadership is a process. This process is a dynamic interaction that engages leaders, followers, and situations. The interactive nature of these three domains have become increasingly important in recent years and can help the student to better understand the changing nature of leader-follower relationships and the increasingly greater complexity of situations leaders and followers face. The student will focus on how good leadership makes a difference, plus, how it can be enhanced through the greater awareness of how these factors influence the leadership process.

LDR 2460 Project Fundamentals and Leadership**3 Credits****Prerequisite: LDR 2100**

Projects touch our lives every day from personal and home activities, our jobs, to community functions and involvement. This course focuses on the two basic areas of project management. First, the student is introduced to the fundamentals and principles of a project. This includes topics such as project initiation, planning, development, monitoring, controlling, and closure. Second, the student explores the various teamwork, group dynamics, and leadership skills required to manage a project. This involves understanding team and group behavior, leadership skills, human relations, and being able to work with people.

LDR 2480 Leadership Group Dynamics**3 Credits****Prerequisite: LDR 2100**

This course explores the group dynamics of good leadership. It requires the effective leader to be cognizant of how their group interacts and functions both individually and collectively. A good leader recognizes that many team problems are not the results of individual faults, but instead, unfilled necessary functions within their team framework. Being able to recognize and maintain these necessary functions is not hereditary, but a learned skill developed through formal training and education.

LDR 2490 Nonverbal Communications in Leadership**3 Credits**

Research studies have shown that between sixty-five and ninety-three percent of in-person communication involves nonverbal messages. It is paramount that good leaders understand how to both interpret and send the proper nonverbal cues to their listening audience. This course focuses on the important characteristics of nonverbal communications, such as the basics of nonverbal communications, how to properly send and receive nonverbal information, the impact of personal territory and space, projecting the proper physical characteristics, effective vocal cues, and the use of nonverbal communications on a daily basis.

TECH 2100 Engineering and Technology**3 Credits****Prerequisites: 6 Credits in Mathematics / 6 Credits in Science**

This course provides the student with an overview of engineering and technology management. The student explores the critical issues of being able to successfully address the technological, social, industrial, and environmental challenges and opportunities in both the present and future. Along with basic engineering and technology fundamentals, the student also studies the issues of ethics, leadership, globalization, and future challenges for engineering technologists.

TECH 2110 Emerging Technologies**3 Credits**

Today, and more so as we move into the future, organizations and businesses face growing problems resulting in the necessary "waves of change" generated through emerging technological innovations. This course provides the student with the skills to meet these "waves of change" by strategically targeting the best possible emerging technological innovations, thereby providing the best alternatives. The student focuses on how this new generation of change will force industries to strategically identify new and better technologies to compete and survive in the future global environment. Also, the engineering technology student will explore how to become an effective strategic manager, thereby allowing them to identify the necessary emerging technological innovations for problem resolution.

TECH 2120 Alternative Energy Solutions and Systems**3 Credits**

This course provides the student with alternative energy solutions and systems for both present and future consideration. As we continue to deplete our fossil fuel reserves at an alarming rate, alternative energy solutions and systems will become paramount. This course discusses possible energy strategies the student may consider as alternative or supplemental solutions to fossil fueled systems. Today's students studying alternative energy protocols will be the engineering technicians and technologists implementing these solutions and systems in the future.

TECH 2430 Systems Analysis and Design**3 Credits****Prerequisite: TECH 2100**

The focus of systems analysis and design is for the student to gain the skills, tools, and techniques that are fundamental to successfully develop various types of information systems. These information systems include both computer and non-computer designed formats. This course also provides the student with the knowledge to initiate, develop, and manage systems projects, plus, design, structure, and implement database systems.

TECH 2440 Information and Technology Security**3 Credits****Prerequisite: TECH 2100**

This course focuses on how to secure information and technology today and in the future. Students will explore how to prevent recurring criminal threats and events, such as virus and worm attacks. They also learn how to handle criminal attackers that exploit the weaknesses of information technologies by providing heightened security for those systems. By obtaining a correct mix of skills and knowledge to anticipate unwanted criminal attacks on information and technology, today's students will become tomorrow's security practitioners and professionals.

TECH 2450 E-Business and Technology**3 Credits****Prerequisite: TECH 2100**

This course familiarizes the student with the concepts of e-Business strategies and how technology impacts this new and emerging business discipline. The student explores how the journey in e-Business can never be completed, due to the new and relentless evolutionary role and impact of emerging technologies. Also, the student will learn how to employ key management decision making tools required by organizations that decide to move into e-Business, plus, investigate how to implement technological processes for making these decisions a successful business undertaking.

GRADUATE COURSE DESCRIPTIONS

ACT 87515 Financial Statement Analysis

3 Credits

This course illustrates how accounting information can be used effectively and strategically. It provides a foundational understanding of generally accepted accounting principles with a traditional accounting model. Topics include using accounting information for analysis and decision-making by comparing ratios, short and long-term debt-paying ability, demand analysis and forecasting, capital budgeting, and profitability.

ACT 87530 Management Finance and Control

3 Credits

This course provides an in-depth look at how organizations manage financial resources through capital generation, asset management, and asset planning. Learners will study complex accounting rules to learn how financial information is created and applied to evaluate a firm's financial standing. Topics included in this course are budgetary planning and controls, financial and risk analysis, and managerial decision making. Learners will also develop an understanding of the external users of financial information, such as investors, customers, analysts, and the financial media.

BUS 87300 Advanced Measurement and Statistics for Business

3 Credits

This course delves into the statistical and measurement techniques that are used to analyze, interpret, and present business data. Examples include descriptive statistics, hypothesis testing, probability distributions, sampling, analysis of variance, correlation, and linear regression. The emphasis of this course is on selecting the optimal statistical/measurement technique and on properly interpreting the results.

BUS 87305 Ethnography of Corporate Culture

3 Credits

This course examines how ethnographic methods may be used to analyze information-based work practices and to design business systems to be sensitive to those who use them. Corporate culture is highly distributed, infrastructural, and rapidly changing, with a dramatic impact on organizational action. Corporate cultures should be studied by means of sophisticated ethnographic methods. Grounded this way, the course aims to help Learners develop the judgment necessary to design, test, and evaluate business systems of the future.

BUS 87805 Comprehensive Examination

1 Credit

This course provides an opportunity to assess Learners' academic competencies. Preparing for and taking the examination encourages the integration of all facets of a doctoral education. At the end of your coursework and prior to beginning your doctoral project, you must successfully complete a comprehensive essay exam. Successful completion of this exam demonstrates that the Doctor of Business Administration candidate has the knowledge and skills inherent to the degree of Doctor of Business Administration. Learners are given three opportunities to pass the examination satisfactorily in order to continue in the program.

CAP 89000 MBA Capstone

3 Credits

Prerequisite: Successful completion of all MBA coursework

This graduate capstone course is designed to be the culminating educational experience for the master's in business administration degree. It is an integrated learning opportunity that allows the Learner to demonstrate a level of academic and practical knowledge relative to the skills and discipline required of an effective and efficient business professional. As part of this course Learners take a nationally normed comprehensive exam to assess their knowledge in the subject matter covered by the program. The course also offers Learners the opportunity to work on an individualized culminating project based on the Learner's specific concentration and interests, to demonstrate achievement of the program learning outcomes.

ECO 86501 Economics for Organizational Management

3 Credits

This course provides a systematic, logical analysis of business decision and decision making using economic information combining elements of both micro- and macroeconomics by using real-world examples while highlighting relevant economic issues that are then explained with the appropriate economic theory. It addresses the larger economic forces that shape daily operations and long-term decisions, as well as discussing economic theory.

ECO 87501 Managerial Economics

3 Credits

This course examines basic static decision models which are used to analyze decision-making processes in economics. Topics included in this course are basic assumptions and decision analysis, linear programming and duality, risk aversion and risk bearing, Bayesian inference, and Markov decision processes.

FIN 86505 Corporate Finance**3 Credits**

This course covers the theory and practical applications of finance that builds successful companies by developing win-win relationships with suppliers, excelling in customer relationship management, and providing high-quality services and products at a relatively low cost. It demonstrates the necessary skills to supply enough capital to accomplish these things and to support financial resources through capital generation, asset planning, and asset management.

FIN 86507 Lending in the Consumer and Corporate Markets**3 Credits**

This course examines the consumer and corporate lending processes. Lending trends and techniques are discussed as well as the lender/customer/member relationship. This course also addresses the operational and regulatory components pertinent to consumer and corporate lending. The assessment structure will include an emphasis on case studies and problem-solving that simulates the work environment and will involve research on issues encountered daily in consumer and corporate lending.

FIN 86509 Management in Banking and Financial Services**3 Credits**

This course explores the basic concepts of banking and financial services. It aims to provide the students an understanding in the areas investments, loans, capital, liabilities, liquidity, and duration. The focus is on practices within the United States as they function within a global market economy.

FIN 87513 Investment Management**3 Credits**

This course covers the theoretical and technical concepts involved in investing in marketable securities. A framework for making intelligent investment decisions and achieving successful investment results is developed through a global outlook. It covers major issues of concern to all investors including risk-return trade off, modern portfolio theory with efficient diversification, asset allocation, futures, options, and other derivative security markets.

FIN 87514 Financial Institutions**3 Credits**

This course takes an innovative approach in focusing on managing return and risk in financial institutions such as commercial banks, savings and loan associations, investment banks and insurance companies. The central theme involves examining the risks facing financial institutions and the methods and markets through which these risks are managed.

FIN 87516 Capital Markets**3 Credits**

This course studies the collection of markets, institutions, laws, regulations, and techniques through which bonds, stocks, and other securities are traded, interest rates are determined, and financial services are produced and delivered worldwide. It explains the mechanisms by which financial assets are created, valued, and traded, and the critical importance of public and private information in determining the value of a financial assets to link the financial and non-financial markets in the global economy.

FIN 87518 Behavioral Corporate Finance**3 Credits****Prerequisite: FIN 86505**

The Behavioral Corporate Finance course explains how psychology impacts the decisions and judgments of corporate managers regarding valuation, capital budgeting, real options, capital structure, payouts, corporate governance, and mergers and acquisitions. The main psychological phenomena are heuristics and biases, framing effects, and affect. Behavioral Corporate Finance identifies the key psychological obstacles to value maximizing behavior, along with steps that managers can take to mitigate the effects of these obstacles. The main goal of the course is to help Learners learn how to put the traditional tools of corporate finance to their best use, and mitigate the effects of psychological obstacles that reduce value.

HCA 86800 Healthcare Administration**3 Credits**

This course focuses on providing the student with a systematic understanding of 21st century healthcare leadership and administrative skills. Learners review new healthcare leadership skills relative to complex systems, the inter-relationships among key stakeholders in the industry, cultural diversity, creative and intuitive problem solving techniques, and corporate governance. Administrative topics concerning healing spaces and environments, culturally driven designs, "going green," and innovative facility layouts are also covered.

HCA 86802 Healthcare Compliance, Law, and Ethics**3 Credits**

This course focuses on providing the student with the skills relative to healthcare compliance, the law, and ethics. Students will learn how to develop, promote, and adhere to compliance, regulations, and policies. They will also learn how to assist healthcare information professionals to guide their departments and organizations to ethically and legally obtain optimal reimbursement, plus, develop systems for all aspects in protecting their patients, facilities, professional staff, and employees.

HCA 86804 Healthcare Economics**3 Credits**

This course explores the healthcare profession from an economic and decision making perspective as this industry continues to grow in size; both in dollars and relative to overall economic activity in the United States. Students will explore areas of cost-effectiveness analysis, game theory, supply and demand factors impacting medical care, and staffing issues. In addition, the impacts of medical malpractice, regulations, technologies, HMOs, Medicaid, insurance provides, and types of intervention are also discussed relative to improving the student's skills in the medical profession.

HCA 86806 Managing Epidemiology**3 Credits**

This course focuses on providing the student with a challenging and focused understanding of epidemiology.

The student is introduced to both descriptive and analytic epidemiology. Relative to descriptive epidemiology the student will explore the characteristics and concepts that impact public health issues, states, and events. Concerning analytic epidemiology, students will discover and quantify health associated diseases, learn to test hypotheses, and identify the causes of health related diseases and illnesses.

HCA 86808 Healthcare Marketing**3 Credits**

This course explores the dramatic transformation the healthcare industry is undergoing in the 21st Century in having to become progressive marketers to obtain a competitive advantage to gain new patents. The student will explore marketing concepts, strategies, consumer behaviors, research, and environmental impacts relative to the healthcare industry.

They also investigate the role of marketing segmentation, products, customer loyalty, distribution, promotion, and advertising. Students conclude the course by developing a personalized business marketing plan.

HCA 86810 Healthcare Informatics**3 Credits**

This course provides the student with the fundamentals of healthcare delivery systems, health information management, and health information systems based on the core competencies as defined by the American Health Information Management Association, or AHIMA, relative to what students need to know to be knowledgeable in healthcare informatics. The student explores delivery fundamentals, accreditation, regulations, electronic records, coding, and reimbursement. They also learn the importance of healthcare transactions, billing, health statistics, research, and decision-making processes.

HCA 86812 Quality Control in Healthcare**3 Credits**

This course explores the healthcare industry's need to reduce costs and improve quality. Healthcare delivery systems face a similar crisis, as did the U.S. automobile industry many years ago; as healthcare consumers become more knowledgeable about healthcare costs and quality measurements associated with their products and services. Students will examine performance improvement methods, process control, medical informatics, six sigma, and statistical analysis for improving healthcare services.

HCA 86814 Cultural Diversity in Healthcare**3 Credits**

This purpose of this course is to increase the student's awareness of the dimensions and complexities involved in caring for people from diverse cultural backgrounds. The student is exposed to effective cultural diversity skills and tools, plus, they will examine healthcare issues and perceptions from a broad social viewpoint. Students will investigate cultural health and illness traditions from multiple perspectives, to include: American Indian, Alaska Natives, Asian, Black, Hispanic, and White populations.

HRM 86503 Human Resource Management**3 Credits**

This course focuses on the understanding and management of human behavior in organizations for optimal organizational effectiveness and individual outcomes. Managing the dynamics of individual, group, and system relationships to achieve organizational goals is recognized.

HRM 87502**Compensation Issues in Human Resources Management****3 Credits**

This course explores four strategic choices in managing compensation. These strategic choices include concerns for internal consistency, external competitiveness, employee contributions, and administration. Each of these strategic decisions is examined in terms of the major compensation issues requiring resolution. The examination is made in the context of related theories, research, and state-of-the-art practices that can guide compensation decision-making.

HRM 87503 Labor Relations**3 Credits**

This course examines the history and development of labor relations, the structure of union organizations and the process of negotiations and contract administration. The course begins by establishing the present state of the labor movement and models the decision process so that it can be used to decide whether or not to participate in organizing a union. Also covered are the laws and regulations governing collective bargaining, impasse resolution and contract administration.

HRM 87504 Supervisory Concepts and Practice**3 Credits**

This course develops supervisory skills that can be used to improve job performance at the manager's level. It focuses on contemporary issues such as: the changing workplace, management by wandering around, employee decision making and the need for trust, and contrasting views of empowerment and decentralization. It explains the blending of practice, theory, and skills necessary for effective supervision in modern organizational settings.

HRM 87505 Effective Training and E-Learning**3 Credits**

This course places training activities in the context of organizational strategy. It shows the important relationship between organizational practitioners and trainers and provides a model of the training process showing how it connects and contributes to achieving training objectives. It includes numerous examples of actual training solutions and the ways in which E-learning can improve the content of training programs by placing employees in virtual work environments that allow them to experiment and practice without fear of failure.

IB 87512 International Economics**3 Credits**

This course explains the economic foundations of international trade and investment. Topics include: governmental intervention in international business; international monetary system, balance of payments analysis, the foreign exchange markets and currencies.

IB 87513 International Marketing**3 Credits**

This course examines the specific issues involved in entering overseas markets and in conducting international marketing operations, as opposed to entering domestic marketing organizations. Attention is focused on problems such as identifying and evaluating opportunities in overseas markets, developing and adapting marketing strategies in relation to specific national market needs and constraints, and coordinating strategies in world markets.

IB 87514 Cultural Environments of International Business**3 Credits**

This course studies the complexities of operating in foreign environments and managing multi-national organizational relationships. The responses to different cultural logics and objectives are compared and contrasted with domestic firms. The Multi-National Enterprise (MNE) must provide for management control, functionality, and geographic diversity over its product.

IB 87516 Global Business Strategic Management**3 Credits**

This course presents a global perspective of dynamic management issues in diverse international host environments. Cross-cultural management and competitive strategies are evaluated in the context of global changes—the evolving European Union, the North American Free Trade Agreement, and rapidly growing Asian economies—that require new management applications. Real-life business cases are used to present course material and provide Learners with decisions that managers of multinational corporations face each day.

IB 87517 International Business Law**3 Credits**

This course covers the principles underlying the legal environment of global business identifying the current legal rules and regulations affecting businesses. The approach is patterned after the basic market-entry strategies of most firms as they expand into international markets: trade in goods and services, the protection and licensing of intellectual property rights, and foreign direct investments. It presents insights into new developments and trends that will greatly affect future transactions on a global scale.

IB 87518 International Financial Management**3 Credits****Prerequisite: FIN 86505**

This course provides a comparative study of the institutional characteristics and internal efficiency of developed and undeveloped capital markets. The role of multilateral institutions, multinational corporations, states, and the structure of trade in the international short and long term capital flow. It provides the information resources to make intelligent investment decisions.

MGT 85900 Business Management**3 credits**

This course is designed to provide Learners without a background in business a basic understanding of the professional competencies necessary to be successful in the MBA program.

MGT 86200 Professional Women in Today's Business Environment**3 Credits**

This course focuses on three paramount objectives to prepare professional business women to be successful in today's workplace. First, the course will conduct a thorough review of issues and concerns important to women in the workforce. Second, the course will focus on theories about gender differences and workforce discrimination, and, additionally, the legal framework to ensure equity at work. Third, the course will explore and compare issues facing women in the workforce both in the United States and internationally.

MGT 86250 Entrepreneurship: A Women's Perspective**3 Credits**

This course focuses on the fundamental skills and small business knowledge that today's women entrepreneurs must possess to develop, manage, and operate a successful business in our highly competitive world. Special attention is placed on business modeling, financials, location and layout, marketing and e-commerce, franchising, and venture teams. In addition, global aspects and next-generation issues that all women entrepreneurs must explore for success are considered and examined.

MGT 86500 Business Organization and Management**3 Credits**

This course is a study of organizational culture and its influence on organizational behavior, employee attitudes, productivity and business operations. It covers the historical evolution of management, organizational design, motivation, team building, leadership, change management, culture, strategic planning, and critical implementation/control elements vital to successful management and strategy. Social responsibility, ethics, globalization, and futures are also emphasized.

MGT 86506 Organizational Behavior**3 Credits**

This course provides advanced theories and techniques of organizational development focusing on information regarding the design, management and control of organizational development programs in business. The public sector and social services organizations are summarized.

MGT 86507 Strategic Management**3 Credits****Prerequisite: MGT 86500**

This course reviews the latest strategies in the theory and practice of strategic management. It discusses how to think about strategic management in an integrated way. Core concepts, analytical tools, and cases that showcase the important kinds of strategic challenges managers face will be analyzed.

MGT 86510 Statistical Analysis**3 Credits**

This course provides an understanding of the fundamental descriptions of business data and how numerical information enables good analysis. The use of SPSS is introduced and the tutorials with examples and business applications help to identify the best ways to review descriptive business information, using the easy tools introduced and demonstrated in SPSS tutorials. Business applications cover such areas as forecasting, comparative data analysis, descriptive statistics, charts and graphs, tables and a wide variety of bivariate techniques. Quality assessments, best decision evaluations, and other numerical tools are also explored. Along with good business applications, a wide variety of web based support tools are used to facilitate clear understanding.

MGT 86510B Statistical Analysis using R**?? Credits**

This course provides students with the basics of research design and quantitative analysis. The emphasis of this course is on the analysis of business and economic data which has been defined as statistical and quantitative analysis, exploratory and predictive models, and fact-based management to drive decisions and actions. The course employs a selected statistical software package as the primary tool for data management, statistical analysis and graphics. There is no rigorous development of data mining schemes however students are expected to do some programming and develop clear understanding of basic data modeling.

MGT 86512 Managerial Accounting for Decision Making**3 Credits**

This course is a study of the use of accounting information in planning, control, and special decision-making. It involves the uses of accounting data internally by managers in directing the affairs of business and non-business organizations. It focuses on the needs of the manager for financial information and timely reports on the firm's operations in order to make sound managerial decisions.

MGT 86519 Ethics in Business**3 Credits**

This course focuses on corporate behavior and decision making from the context of ethical and global issues; the influence of political environmental, legal, regulatory, and technological issues and the impact of diversity on organizations. Through readings and case studies, an understanding of a wide variety of workplace issues, such as discrimination, product safety, international operations, right to privacy, advertising and product safety is developed.

MGT 86529 Project Management**3 Credits**

The course is organized around the project management life cycle to mirror the way a real-world project would be executed. It provides you with essential project management concepts and ties them into the Project Management Body of Knowledge developed by the Project Management Institute. Techniques such as PERT, Gantt and CPM for tracking the integrated nature of performance, cost and time in every project are included.

MGT 86535 Management of Change**3 Credits**

This course provides a current 21st Century snapshot of the world of leadership development and organizational change.

It discusses social systems that begin to reduce resistance to change and development through more employee and customer-centered programs. Organizations studied are widely recognized as among the best in organizational change and leadership development today.

MGT 86536 Cross Cultural Management**3 Credits**

This course develops cross-cultural competency for meaningful human relationships for success as professionals, managers, or technicians. It explores the interaction of how ethnicity affects today's organizational structure while fashioning a postindustrial knowledge culture amidst worldwide chaos.

Also emphasizes the importance of culture and its impact on human behavior and performance as it develops diversity consciousness.

MGT 86537 Management of Information Systems for Managers**3 Credits**

This course describes the role of IT in management, including current professional practices and methodologies. It includes presentation of systems theory, decision theory, organizational models, types of IT, planning and IT development. The course examines the organizational philosophies that seek to bridge the gap between management of information systems and the information needs of management in making sound decisions.

MGT 87500 Organizational Development and Design**3 Credits**

This course is about moving organizations forward by planning, diagnosing, implementing, and evaluating organization development interventions. It summarizes the basic processes, approaches, and strategies of organizational development that are effective in managing organizational change. A close look is taken at managing layoffs, divestitures, closings, and mergers and acquisitions.

MGT 87515 Information, Organization and Strategy**3 Credits**

This course focuses on the theory and practice of leveraging and sharing information to develop more effective organizations. It presents the practice of information management within the framework of organizational information systems used in decision-making processes. Some of the topics covered include decision-making and problem-solving situations in information management, information needs and requirements, group decision-making processes, and the organization, representation, and communication of information and the associated effect on decision making.

MGT 87520 Business Research Methods**3 Credits**

This course focuses on the need for business research. More specifically, it emphasizes the process of planning, acquiring, analyzing, and disseminating relevant data, information, and insights to decision makers in ways that mobilize an organization to take appropriate actions that maximize business performance.

MGT 87525 Leadership, Ethics and Corporate Governance**3 Credits**

This course covers principles and theories of leadership. Included are an in-depth presentation of the challenges of leadership, a discussion of leadership theories, and analysis of the application of various leadership theories to challenging real-world situations, with an emphasis on corporate ethics. It explains how leaders must transform values into actions, visions into realities, obstacles into innovations, separateness into solidarity, and risks into rewards. It also discusses strategies for improving corporate governance.

MGT 87540 Quantitative Research Methods**3 Credits**

This course focuses on advanced educational research methods. Topics covered include hypothesis testing using factorial analysis of variance, analysis of co-variance, and the general linear model.

MGT 87545 Managing, Organizing and Negotiating for Value**3 Credits**

This course is about value creation. It focuses on techniques for improving the flexibility and originality of a manager's thinking and will explore approaches used by organizations to create and sustain high levels of innovation in negotiation. This course reinforces theory and research regarding effective negotiation strategies and provides a powerful framework to create value through the negotiation process.

MGT 87995 Doctoral Project I**3 Credits****Prerequisites: Successful completion of all doctoral coursework and the comprehensive examination**

This course is the first course in the doctoral project phase of the program. During the doctoral project phase, the Learner develops a field-based project applying current research to solve an appropriate business problem. The main focus of this course of study is placed on the delineation of a problem in business and a plan for conducting substantive research leading to its resolution. The course will include an emphasis on the statement of the problem, the purpose, and the scope of the study. The grade for the course is either Satisfactory or Unsatisfactory.

MGT 87996 Doctoral Project II**3 Credits****Prerequisites: Successful completion of MGT 87995, Doctoral Project I**

This course is the second course in the doctoral project phase of the program. During the doctoral project phase, the Learner develops a field-based project applying current research to solve an appropriate business problem. The main focus of this course is the development of the project's literature review. The grade for the course is either Satisfactory or Unsatisfactory.

MGT 87997 Doctoral Project III**3 Credits****Prerequisites: Successful completion of MGT 87996, Doctoral Project II**

This course is the third course in the doctoral project phase of the program. During the doctoral project phase, the Learner develops a field-based project applying current research to solve an appropriate business problem. The main focus of this course is the completion of the project's methodology section and the submission of the Institutional Review Board (IRB) application. The grade for the course is either Satisfactory or Unsatisfactory.

MGT 87998 Doctoral Project IV**3 Credits****Prerequisites: Successful completion of MGT 87997, Doctoral Project III**

This course is the fourth course in the doctoral project phase of the program. During the doctoral project phase, the Learner develops a field-based project applying current research to solve an appropriate business problem. The main focus of this course is the collection and analysis of the data for the project. The grade for the course is either Satisfactory or Unsatisfactory.

MGT 87999 Doctoral Project V**2 Credits****Prerequisites: Successful completion of MGT 87998, Doctoral Project IV**

This is the final doctoral project course in which the doctoral project manuscript is completed or readied for final rewrite. It consists of an introduction, statement of the problem, methods of analysis, findings, conclusions, and suggestions for future research. At the completion of the doctoral project, the Learner presents their research in a written document and does an oral defense of the project to their Project Chair and Committee. While the focus of this course is on the formal oral presentation, it also provides the Learner with time to do a final rewrite. The grade for the course is either Satisfactory or Unsatisfactory.

MIS 86510 Applied Data Analysis**3 Credits**

This course will be a review of managerial and statistical data techniques used for logistics analysis, hypothesis testing, regression and correlation analysis, forecasting, data mining, and statistical analysis. Emphasis will be on analysis of business and economic data to support managerial decision-making, time series, and forecasting. The format of this course will be topic specific discussion forums and case study analysis.

MIS 86515 - Decision Support Systems and Analytics for Data Warehousing and Mining**3 Credits**

The purpose of this course is to further the Learners knowledge in the field of business analytics, which has been defined as the extensive use of data, statistical and quantitative analysis, exploratory and predictive models, and fact-based management to drive decisions and actions. The course has been designed for the comprehensive learning of data warehousing technology for business intelligence (BI). This course approaches BI from both the technological and managerial viewpoints. Topics presented analyze business perspectives, technological advancements, and how they interrelate to the world of BI. Case studies of existing systems are used to reinforce concepts introduced in the readings.

MIS 87510 Technology Concepts for Managers**3 Credits**

This course studies the role of information technology in organizational operations, decision-making, and learning, all under the premise that possessing adequate knowledge of technology is a prerequisite for a successful manager. The course explores the dynamic links between technology and business strategies. Topics reviewed include technology life cycles, mapping, core competence, and competition assessment, as well as internal and external technology transfer.

MKT 86502 Marketing Management**3 Credits**

This course is an in- depth examination of marketing environments and marketing activities and their impact on organizational operations in competitive business settings. The course covers both domestic and international structure of the fundamental marketing functions of product, distribution, pricing, promotion, customer relations, advertising, and production. It discusses competition, consumer behavior, new product development and market strategies.

MKT 87505 Consumer Behavior, Theory and Analysis**3 Credits**

This course introduces theoretical and substantive issues useful in understanding consumer behavior. The issues are addressed from a number of different viewpoints. Priority is placed on the economic, psychological, and socio-cultural factors that affect consumer behavior and the consumer decision-making process. The focus is on understanding current theoretical and methodological approaches to the various aspects of consumer behavior.

MKT 87515 Coordinating and Managing Supply Chains**3 Credits**

This course explores the issues and developments in operations management with an emphasis on a manager's perspective on supply chains. The focus is on managing material and information flow across organizational boundaries, with an emphasis on the challenges of managing across both functional and firm boundaries. This course takes an integrative approach to product/information design, development, and delivery. It reviews the fundamentals, logistics, operational execution, and incentive alignment of supply-chain management.

PM 86900 Project Management Concepts and Essentials**3 Credits**

This course is organized around the various concepts and essentials discussed in the PMBOK, plus it helps to prepare the Learner to take the PMP and CAPM certification exams through the Project Management Institute (PMI). Special attention is given to the triple constraints composed of project planning or scope, project budgeting, and project scheduling. Also, the importance of allocating resources is discussed, plus, the proper methods for monitoring, controlling, and evaluating project tasks and deliverables.

PM 86901 Project Management Strategic Design**3 Credits****Prerequisite: PM 86900**

This course explores the principal means by which operational and strategic changes are managed in contemporary organizations for both profit and not-for-profit enterprises. The course objectives illustrate the importance of project management as to its proper role and position in strategic management.

PM 86902 Project Management Organization**3 Credits****Prerequisite: PM 86901**

This course is designed around the various organizational and managerial responsibilities and skills required for effective project management. The Learner is introduced to the concepts composing organizational structures and the paramount importance of obtaining skilled staff and team members from the parent organization. The Learner also explores the topics of managing conflict and interfacing with organizational executives and stakeholders to obtain their project objectives. Other areas discussed include managing the network, organizational scheduling, determining project variables, and identifying and implementing special organizational skills to accomplish project tasks and objectives.

PM 86903 Project Management Integration**3 Credits****Prerequisite: PM 86902**

This course is based on the project management concept of integration. The Learner is exposed to the integration concepts that include the characteristics of unification, consolidation, articulation, and integrative actions that are crucial to project completion, successfully meeting the customer and other stakeholder requirements and managing expectations. The Learner also reviews the different methodologies for applying the various project management knowledge areas, skills, and processes in different orders and degrees of rigor to achieve desired project performance. Also discussed are the integrative protocols that every project manager and their project team must address for every process and the level of implementation required for each of these processes to accomplish the project objectives.

PM 86910 PM Capstone**3 Credits****Prerequisite: Successful completion of all PM courses.**

The Project Management Capstone course provides the Learner with an opportunity to demonstrate they have achieved an acceptable level of academic and practical knowledge relative to the skills and discipline required for effective and efficient project management. The Capstone Project topic selection protocol is individualized based on the specific interests, professional requirements, and organizational latitude provided the Learner.

SLDR 86000**Essential Concepts for Strategic Management and Leadership**

This course provides the Learner with the essential 21st Century strategic management and leadership skills to gain a competitive advantage through an analytic approach to leadership and the development of strong management principles. In addition, the Learner explores the basic competitive advantage skills involved with charting a strategic vision, evaluating their external and internal environments, allocating necessary resources, developing corporate leadership strategies, projecting social responsibility, and understanding how to implement and maintain strategic execution.

SLDR 86001**Role of Leadership in Strategic Management Communications**

This course provides the Learner with the latest workforce developments, global trends, and technologies that influence human relations for effective strategic leadership. Topics of emerging importance, such as expanding coverage of generational differences and changing issues women and men face in today's workplace environment are explored. In addition, a strategic approach to goal-setting, root causes of negative attitudes, importance of "personal branding" and social media in the job market, emotional intelligence, counseling skills, and positive psychology are all investigated.

SLDR 86002 - Effective Human Relations Skills for Leaders
This course provides the Learner with the latest workforce developments, global trends, and technologies that influence human relations for effective strategic leadership. Topics of emerging importance, such as expanding coverage of generational differences and changing issues women and men face in today's workplace environment are explored. In addition, a strategic approach to goal-setting, root causes of negative attitudes, importance of "personal branding" and social media in the job market, emotional intelligence, counseling skills, and positive psychology are all investigated.

SLDR 86003
Leadership for Promoting Strategic Corporate Social Responsibility

This course provides information on how strategic leaders promote corporate social responsibility (CSR), which moves beyond the past concepts and skills of corporate culture. Two distinct approaches to CSR that today's progressive leaders must possess are values-based and systems-based knowledge and skills. The role and implementation of both of these approaches are explored in this course, while considering both the positive and negative impacts on corporate and external stakeholders, social and globalization affects, and the creation of sustainable value.

SLDR 86004
Conflict Management Strategies and Resolution

This course provides the Learner with the skills and knowledge that managers, leaders, and executives need to successfully predict and resolve conflicts in their organizations and the external environment. Information on alternative dispute resolutions, mediation, arbitration, and conflict assessments are reviewed to demonstrate how proper implementation can lead to increased productivity and reduced costs associated with unresolved conflicts. In addition, resolutions to internal business disputes, such as high employee turnover rates, resolving employee disputes before they lead to litigation, formal grievances, and the design and application of conflict management systems are explored.

SLDR 86005
Leadership Strategies for Developing High Performance Teams

This course provides the Learner with a broad-based view on leadership in how to best develop high performance teams from the organization's perspective to deliver maximum benefits. This course further explores: 1) how high performance teams work in today's real world, 2) how individual leaders function as both individuals and as part of an organization's leadership team, 3) how those teams function and develop, and 4) how through all of this the organization develops high performance teams and develops leaders for the future.

SLDR 86006
Consumer Service Leadership

This course addresses how to develop real-world customer service leadership knowledge and skills through the investigation and evaluation of various issues associated with the 21st century customer service industry. The learner focuses on the different macro-aspects of customer service leadership that includes: the customer service profession, leadership skills for success, and building and maintaining customer relationships. In addition, the customer service concepts of valuable ideas, leadership guidance strategies for excellence, and customer perspectives and perceptions are evaluated based on information obtained from real-world customer service providers. The course objectives assist learners in grasping real-world leadership situations in order to challenge their thinking on the problems, issues, and situations associated with today's customer service profession.

School of Criminal Justice and Law Enforcement

UNDERGRADUATE COURSE DESCRIPTIONS

CAP 2401 BSCJ Capstone

3 Credits

Prerequisite: Successful completion of all BSCJ coursework

This capstone project is the culminating endeavor of Learners who earn a Bachelor of Science in Criminal Justice degree from California Southern University. The project provides Learners with the opportunity to explore a problem or issue of particular personal or professional interest in their field. It allows Learners to demonstrate their ability to synthesize and apply the knowledge and skills acquired to real-world situations. The final project should affirm Learners ability to think critically and creatively, to solve practical problems, to make reasoned and ethical decision, to communicate effectively and to demonstrate mastery and application of learned skills.

LGL 2101 Introduction to Criminal Justice

3 Credits

This course examines the structure and procedures of the criminal justice system. By becoming familiar with pertinent legal cases, research studies and policy initiatives, the Learner will gain an appreciation for the development of criminal law and the criminal justice system in the United States and recent changes and trends to the criminal justice system.

LGL 2105 Family Violence

3 Credits

It is paramount for legal professionals to thoroughly understand the role of family violence in our society today and in the future. This course focuses on an interdisciplinary approach to this growing societal problem. The student will explore intimate partner abuse, child abuse, treatment, intervention, and legal issues of family violence. They will also examine family violence from a medical and social perspective that addresses sexual harassment, stalking, and victims' rights typically not addressed in most courses.

LGL 2110 Criminal Procedure and the Court System

3 Credits

This course provides a comprehensive analysis of the operation of the court system. The focus is on the rules of operation and the informal methods of accomplishing institutional goals, the formal and informal working relationships between various parties in the system, and the political context in which criminal justice is dispensed. The rules and rationales behind criminal procedural law is a major topic throughout the course.

LGL 2118 Organized Crime

3 Credits

As the student discovers in this course, the transformation of organized crime has spread far beyond our national borders, thus, becoming globalized in nature and possessing a welldeveloped economic interdependence. This course prepares the student by exploring various tools and skills to recognize and combat organized crime through effective technologies, communications networking, international cooperative efforts, and futuristic informational analysis.

LGL 2121 Corrections: A Comprehensive View

3 Credits

This course introduces the prison process and the evolution of institutionalized punishment. The operation of a contemporary prison system will be examined, together with the relation to the prisoners and the programs operated for their benefit.

LGL 2128 Cultural Diversity in Criminal Justice

3 Credits

This course explores the issues of race and ethnicity as they relate to crime and our criminal justice system in American political life. The student initially investigates the broader social context of race and ethnicity in our American society. Then the student progresses into the different components of our criminal justice system to learn how cultural diversity impacts the role of police, our court system, correctional facilities, influences the death penalty, and affects juvenile and minority youth justice.

LGL 2210 Ethics in Criminal Justice

3 Credits

This course focuses on ethical issues surrounding the criminal justice system. The student explores both the philosophical material necessary to analyze ethical dilemmas, plus, the various research methodologies and current events relevant to ethics in the field of criminal justice. Students focus on real-world examples of misconduct, the discretionary process, ethical implications of various policy issues, white-collar crime, and modern day terrorism.

LGL 2130 Cyber-Crime and Cyber-Terrorism

3 Credits

This course provides an overview of how digital crime and digital terrorism are framed within the network of our society. Society has become dependent on the virtual world so that it has become both a target and a gateway for both criminals and terrorists. The course will provide the student a look into what law enforcement is doing to curtail crime on the Internet and how governmental and criminal justice officials are trying to prevent the use of our own electronic infrastructure as a weapon against the American people.

LGL 2215 White Collar Crime**3 Credits**

The term "white-collar crime" has been used to refer to a wide variety of illegal behaviors, but much definitional ambiguity remains about a concept that was named only in the early part of the twentieth century and in recent years has seen a significant increase of attention by the criminal justice community. This course will address the question "what is white-collar crime?" and theoretical views of the causes of such crime. Many forms of white collar crime will be explored, estimates of the extent and costs of these crimes will be discussed, along with victim and offender profiles. Legal issues, including questions of corporate and government liability, will be reviewed. Readings will provide students with the opportunity to consider problems associated with the enforcement of laws and administrative regulations related to white-collar crime, the investigation and prosecution of such offenses, and the sentencing of white-collar offenders.

LGL 2221 Criminal Investigation Procedures**3 Credits**

This course examines the fundamentals of investigation: crime scene search and recording of information, collection and presentation of physical evidence, sources of information, scientific aids, case preparation, and interviews and interrogation procedures.

LGL 2225 Social Psychology**3 Credits**

This course focuses on the role of social psychology explaining how emotion, motivation, and cognition can operate together to influence an individual's thoughts, feelings, and behaviors. The student also investigates advancements in social psychology through recent developments in neuroscience research, plus, our cultural interactions in various societal events such as politics, sports, business, law, entertainment, the Internet, and other life domains.

LGL 2228 Homeland Security**3 Credits**

This course surveys the policies, practices, concepts and challenges confronting criminal justice and intelligence practitioners in Homeland Security. It provides an overview of threats to domestic security from terrorism, weapons of mass destruction, and other related risks and vulnerabilities. It examines the strategies and systems involved in protecting against and responding to threats. Discussion includes the managerial, political, legal and organizational issues related to crisis planning and response, the National Strategy for Homeland Security, the National Infrastructure Plan, and the role of local law enforcement in homeland security activities.

LGL 2410 Research Methods in Criminology**3 Credits**

This course focuses on basic research skills, while carrying the student through the various sequences of the research process. The student will explore problem formulation, research ethics, experimental model design, data sampling and survey techniques, and logical strategic conclusions as applied to the field of criminal justice. The course also discusses the new and contemporary research topics of crime severity scales, salient factor scores, and prediction scales as they relate to the social sciences.

LGL 2412 Drugs and Substance Abuse**3 Credits**

This course relates the latest information on drugs to their effects on society and human behavior. Students will develop a better understanding of the individual problems and social conflicts that can arise when others misuse and abuse psychoactive substances, plus, the impact on their own personal lives. The student will explore and investigate drugs and drug use from the perspectives of behavioral, pharmacological, historical, social, legal, and clinical approaches.

LGL 2415 Criminal Law**3 Credits**

This course provides the student with a basic foundation, yet, comprehensive introduction to our criminal law structure, which is at the heart of our criminal justice system in the United States. The course tenants and constructs are straightforward, yet at the same time, very analytically aimed at delivering a very timely overview of the state of American criminal law in the global and volatile climate of our 21st Century.

LGL 2420 Applied Criminology**3 Credits**

This course focuses on how scholars and criminologists analyze crimes. The course allows the student to move beyond the commonsense knowledge of crime to a deeper understanding of the importance of theory in shaping crime control policies. The student will explore traditional and contemporary theories within a larger sociological, psychological, and historical context through the empirical status of today's major theories. Students will also research crime control policies and their connection to criminological theory.

LGL 2511 Juvenile Justice**3 Credits**

This course provides an introduction to the juvenile court system and examines how it fits in with the larger criminal justice system. It covers the major components of the juvenile justice system, including law enforcement, youth, the courts, and corrections. Complex issues facing the juvenile system are explored.

LGL 2518 Introduction to Terrorism**3 Credits**

This course provides analysis of historical, current, and future acts of foreign and domestic terrorism. The course centers on defining terrorism (foreign and domestic, left and right wing, religious, and political, state and non-state), tracing the history and beginnings of modern international and domestic terrorism, critically examining the various U.S. responses to terrorist attacks, as well as evaluating and assessing how countries and peoples around the world attempt to cope with, prevent and/or respond to attacks by terrorist organizations, groups, or acts of terrorism perpetrated by nation-states and various groups.

LGL 2521 Victims and the Criminal Justice System**3 Credits**

This course examines the evolving role of the victim in the criminal justice system and community at large. Throughout history, the criminal justice system has involved the criminal defendant, and the prosecuting state on behalf of the public; this national paradigm is changing, raising a myriad of fascinating issues that will be analyzed in this course.

LGL 2525 Administrative Office Procedures in Criminal Justice**3 Credits**

This course focuses on the administrative skills required to manage and operate a legal organization in today's highly technological age. The student learns how to apply the traditional and basic administrative tools of written and verbal communications, ethical considerations, records management, travel preparation, and financial responsibilities. However, the student is also introduced to 21st Century technology for effective presentations and visual aids, meetings and events, dynamic leadership skills, and telecommunications networking.

LGL 2535 Terrorism Response: Infrastructure and Risk Analysis**3 Credits**

This course explores how modern societies with their interdependent social, technical, and political systems are subject to a variety of threats, vulnerabilities, and consequences. Threats range from natural hazards to accidents to terrorist attacks; vulnerabilities can be organizational, structural, or geographical; consequences include human casualties as well as economic losses. The focus of the course introduces the student to the critical infrastructure protection as outlined by the President's Commission on Critical Infrastructure Protection that includes vital assets such as agriculture and food supplies, water, information technology, energy, communications, healthcare and public health, transportation systems, banking and finance, and emergency services. Students will explore critical infrastructure protection from a variety of perspectives including federal- and state-level policy, institutional framework, and risk analysis.

LGL 2531 Law Enforcement and the Community**3 Credits**

This course provides an introduction to and analysis of theories, techniques, and programs involving community policing and public response. Special attention will be paid to problems of crime prevention, community oriented problem solving policing, police-public interaction, and public safety.

GRADUATE COURSE DESCRIPTIONS**CAP 89100 MSLEEL Capstone****3 Credits**

Prerequisite: Successful completion of all MSLEEL coursework

The Master of Science in Law Enforcement Executive Leadership capstone course is designed to be a culminating educational experience. It is an integrated learning that allows the learner to demonstrate they have achieved a level of academic and practical knowledge relative to the skills and discipline required of an effective and efficient professional. The project is individualized based on the Learner's specific concentration and interest and provides an opportunity to demonstrate achievement of the program learning outcomes.

LE 86500 Organizational Leadership Communication**3 Credits**

This course focuses the principles of organizational communication both vertically and horizontally within law enforcement agencies. Understanding how a procedure should be carried out is important to the success of organizations. This concept and other managerial topics will be utilized to link prior knowledge with operational tasking success.

LE 86510 Law Enforcement Code of Ethics**3 Credits**

This course identifies, contrasts, and defines ethical conduct and misconduct in criminal justice organizations through various case studies like the LAPD Rampart scandal. Learners will compare and contrast the essence of misconduct and the Christopher Commission Report. Case studies in this course will interpret qualitative and quantitative analysis review of the scandal.

LE 86520 Budgeting Development Analysis Business**3 Credits**

This course utilizes concept maps, advance practical exercises, and justification methods in developing organizational budgets. Various financial accounting principles are reviewed to ensure the effectiveness of an organization's budgetary process. This includes focusing on the critical aspects of developing line item budgets. The process will review asset forfeiture, major item purchasing, and budget justification.

LE 86530 Homeland Security II Strategic Application**3 Credits**

This course examines the policies, practices, concepts and challenges confronting criminal justice and intelligence practitioners in Homeland Security. It provides an overview of threats to domestic security from terrorism, weapons of mass destruction, and other related risks and vulnerabilities. It examines the strategies and systems involved in protecting against and responding to threats. Discussion includes the managerial, political, legal and organizational issues related to crisis planning and response, the National Strategy for Homeland Security, the National Infrastructure Plan, and the role of local law.

LE 86540 Police Management of Technology**3 Credits**

This course examines of Internet technology within the criminal justice system. Social media and cybercrime are growing concerns in the criminal law and criminal procedure areas. Law enforcement executives should have a working knowledge of these new criminal trends and how they apply to operational procedures within the profession.

LE 86550 Police Administrative Policy Management**3 Credits**

This course provides administrative strategies in reviewing and resolving internal management areas of concern. Areas include; Review and modification of the organization's Policy Procedure Manuals. Policy and procedural analysis within criminal justice organizations is essential and it is through feasibility and research studies this process is accomplished. This course provides hands on application in executive level reports including grant project narratives. Administrative and critical analysis regarding executive level policy development is the key to an effective police organization. The application of law enforcement policies will enhance competence in executive level decisions.

LE 86560 Strategic Organizational Planning**3 Credits**

This course applies principles of planning for short, medium, and long range administrative operations. Every organization should have a roadmap of where it is going and the road to travel in route to growth and development. Restructuring, reorganizing and revitalization are key development tenants of successful organizational change. Learners receive relevant, practical, and meaningful strategic planning theories to enhance success. Analytical tools will illustrate through case studies the importance of strategic planning for all executive leaders.

LE 86570 Executive Corrections Management**3 Credits**

This course explores prison process and the evolution of institutionalized punishment. The management of a contemporary prison system is examined in relationship to the new evidenced based approach to intervention and rehabilitation programs. The theories applied on the incarceration of inmates and the critical issues of overcrowding are evaluated. The importance of the California's Public Safety Realignment program is emphasized as a key public safety concern as it applies to incarceration.

LE 86580 Contemporary Criminal Justice Trends**3 Credits**

This course examines the contemporary principles, issues, and trends in the criminal justice system. Learners will study relationships, internal operations, policy differences among criminal justice agencies. The trends and issues presented from the criminal justice system require analysis and proposed solutions to these debates. This course will provide quantitative and qualitative critical thinking in order to provide salient remedies. The future trends in law enforcement will evolve from these current issues and principles which traverse the three components of the criminal justice system; police, courts, and corrections at all levels of government from federal to municipal organizations.

LE 86590 Administration of Police Executive Systems**3 Credits**

This course will study and review; Constitutional requirements, court and legislative decisions as they impact managing criminal justice personnel, employee rights, discipline, training and performance evaluations. Practical Exercises (PE's) will be utilized to emphasize important executive management principles and theories. Law enforcement agencies operate in divisions, sections, and bureaus'. This course will provide executive operational knowledge in managing these various levels within criminal justice organizations.

LE 86600 Cultural Competency in Criminal Justice**3 Credits**

This course analyzes major concepts regarding race and ethnic diversity, gender balance, and whether the glass ceiling has been broken or merely replaced. Quantitative and qualitative research reveals the data on topics like; racial or bias based policing, disparity in the criminal court system and the overpopulation of minorities in the correctional system.

This course will critically evaluate whether or not socialization and the evolution of true equal rights is here at last for all Americans.

School of Behavioral Sciences

UNDERGRADUATE COURSE DESCRIPTIONS

CAP 2403 BA Capstone

3 Credits

Successful completion of all BA coursework

This capstone project is the culminating endeavor of Learners who earn an Bachelor of Arts in Psychology degree from California Southern University. The project provides Learners with the opportunity to explore a problem or issue of particular personal or professional interest in their field. It allows Learners to demonstrate their ability to synthesize and apply the knowledge and skills acquired to real-world situations. The final project should affirm Learners ability to think critically and creatively, to solve practical problems, to make reasoned and ethical decision, to communicate effectively and to demonstrate mastery and application of learned skills.

PSY 2101 Introduction to Human Sexual Behavior

3 Credits

This course explains human sexuality focusing on social, clinical, developmental and biological components. It provides an objective explanation of sexual behavior and human reproductive functioning.

PSY 2102

Introduction to Theories and Techniques of Group Counseling

3 Credits

The course surveys contemporary theories and techniques of group counseling. The course content includes the exploration of group counseling process, comparison of various theoretical approaches, and an introduction to professional and ethical issues. The focus of study includes the impact of members on group identity, on other group members and leadership issues.

PSY 2103 Introduction to Forensic Psychology

3 Credits

This course focuses on the production and application of psychological knowledge and research findings for the civil and criminal justice systems. The student will explore criminal profiling, crime scene investigations, and serial murders. Based on this applications approach, the course also investigates police psychology, legal psychology, psychology of crimes and delinquency, "victimology" and victim services, psychological assessments, mental disorders, and correctional psychology.

PSY 2106 Psychology of Communication

3 Credits

This course explores the basic concepts of communication skills. The emphasis of study includes communication styles, couples' interaction styles, and provides a model of communication for analysis. The course content also includes an overview of both verbal and non-verbal human communication styles. Emphasis will be on dysfunctional interaction styles and methodical techniques for improvement. Strategic intervention for effective communication will be addressed.

PSY 2107 Intercultural Psychology

3 Credits

This course aims to develop awareness and sensitivity to the needs and feelings of individuals of different cultures, ethnicities, genders, sexual orientations, physical abilities, spiritual/religious backgrounds, class status and ages. We will examine the nature of prejudice, stereotypes, and discrimination. The course will look at power, privilege, and social justice, minority lifestyles and values, and their implications for mental health counselors.

PSY 2300 Introduction to Psychology

3 Credits

This course introduces the major concepts, problems, and methods that psychologists use to investigate and understand the human mind. The focus of the course content is on six major topics of contemporary psychology: physiological psychology, learning, cognitive psychology, developmental psychology, abnormal/clinical psychology, and social psychology. Sociocultural and neuropsychological aspects will be explored

PSY 2301 Theories and Techniques of Counseling and Psychotherapy

3 Credits

This course surveys contemporary theories and techniques of counseling. The main focus of the course includes the counseling process, a comparison of theoretical approaches, and an exploration of psychological disorders. The learner will acquire an understanding of an effective therapy practice that encompasses a familiarity with a wide-range of racial, ethnic and socioeconomic backgrounds and a review of psychotherapy research.

PSY 2302 Basic Abnormal Psychology

3 Credits

This course explores the symptoms, causes, treatment and prevention of mental disorders. The focus of study includes anxiety disorders, personality disorders, psychophysiological disorders, psychoses, substance use disorders, sexual disorders and organic disorders.

PSY 2303 Introduction to Human Development**3 Credits**

This course introduces the learner to the central concepts of human development. Emphasis will be on psychological and physical developmental across the life span. Theories and principles of growth and development from conception through adult development and aging will be covered. The course will explain relationships between biological, cognitive, social, and cultural aspects of development.

PSY 2306 Foundations of Addictions**3 Credits**

This core course is designed to provide an introduction to the fundamentals of the addictions field. Emphasis is placed on the roles and responsibilities of the addictions counselor, history and theories of addiction, current interventions techniques, an overview of various drug groups and the exploration of the prevention and treatment continuum.

PSY 2307 The Physiology and Pharmacology of Substance Abuse**3 Credits**

This course explores the physiology and pharmacology of substances of abuse and dependency and further examines the effects of psychopharmacological chemicals on human physiology. Emphasis in the course is on the identification and management of substances of abuse and dependency. Interactive work is stressed throughout the course.

PSY 2309A Ethical and Professional Issues in Addiction Counseling**3 Credits**

Learners explore the ethical principles, legal issues and decision-making processes in addressing complex dilemmas in the field of addiction. The course covers the Code of Ethics of the National Association of Alcoholism and Drug Abuse Counselors (NAADAC) and Code of Conduct of the California Consortium of Addiction Programs and Professionals (CCAPP). Ethical issues associated with the prevention and treatment of HIV/AIDS are addressed. Professionals (CCAPP). Ethical issues

PSY 2315 Preparation Course for CCAPP Certification***3 Credits**

This course is designed to provide comprehensive preparation and guidelines on how to successfully pass the California Association of Alcohol and Drug Addiction Counselors (CAADAC) Exam. This course will focus on covering the basic areas of certification that includes: the Foundation of Addiction, the Neurobiology of Addiction; the Treatment of Addiction (Screening, Intake, Orientation, Assessment, Treatment Planning, Case Management, Crisis Intervention, Client Education, Counseling and Counseling Theories, 12-Step Recovery Model, and Motivational Interviewing and the Stages of Change of Recovery). The course will also include topics such as HIV/AIDS; Diverse Populations in Treatment; Referrals; Reports and Recordkeeping; Ethics and Law; and Professional Development and Consultation. The course will also review the process and procedures used in successfully taking the CAADAC exam and will conclude three quizzes and a practice exam with 100 multiple choice questions. *Optional Preparation Course in order help pass rates of the California Association of Alcohol and Drug Addiction Counselors (CAADAC) Exam.

PSY 2316 Personal & Professional Growth**3 Credits**

This course introduces a model of personal and professional growth for practitioners to thrive in the field of addiction. The Learner is encouraged to foster personal qualities such as motivation, sensitivity and judgment in working effectively with a diversity of populations. Individual differences in practitioners including personality factors, emotional intelligence, and thinking and cognition are addressed. Consideration is given to the role of collaborative relationships across generations and disciplines in providing appropriate care.

PSY 2317 Individual, Family and Group Counseling**3 Credits**

This course focuses on the treatment of addiction within the context of individual, family and group counseling. The identification of healthy versus dysfunctional patterns of substance use, models of intervention in individual and family settings and techniques in facilitating treatment groups are explored. Culture and diversity issues, as well as, legal and ethical factors are addressed.

PSY 2318 Culture and Diversity in Addiction Counseling**3 Credits**

This course provides a comprehensive overview of theories and strategies for the prevention, assessment and intervention of addiction in a multicultural context. Emphasis is given to culture, diversity, stigmatization and special populations as related to addiction counseling. The Learner is encouraged to foster cultural humility to work effectively with diverse populations in the field of addiction counseling.

PSY 2400 Introduction to Social Psychology**3 Credits**

This course explores social influences on behavior. The content of the course of study includes social perception and cognition, attitudes and attitude change, attraction, altruism, aggression, interpersonal influence, and group processes. The course material will focus on how people think about, relate to, and influence one another as well as cultural differences in regard to cognition and behavior. Research and ethics in social psychology are included.

PSY 2403 Ethical and Professional Issues**3 Credits**

This course describes the legal, ethical and professional issues facing the human services worker. This is an introductory course in ethics; designed both to provide a general overview in regard to psychology and related fields and to prepare undergraduate Learners for more advanced coursework in the areas of ethics and law in the helping professions. The focus of study is on teaching ethical, decision-making and on increasing awareness of the complexities inherent in practice.

PSY 2404 Crisis Intervention**3 Credits**

This course examines theories and techniques of short-term intervention and referral procedures. The focus of study includes suicide, battering, rape, death and disasters in the community.

PSY 2405 Introduction to Behavior Modification**3 Credits**

This course outlines behavior modification and cognitive behavioral therapy. The focus of study is on the presentation and incorporation of learning theory and the psychology of motivation. The course will concentrate on behavior problems and solving those problems through the application of evidence based behavior-change techniques. Specific procedures will include reinforcement, shaping, chaining, respondent conditioning and cognitive-behavioral interventions.

PSY 2408 Current Issues in Psychology and Health**3 Credits**

This course compares and contrasts humanistic and holistic approaches to pathology and wellness. This course is a blend of social, behavioral, cognitive, emotional, and biological approaches to the study of health, illness, and medical care. The focus of study is on the exploration of new therapeutic modalities and the issues emerging from current developments and trends.

PSY 2409 Marriage and Family**3 Credits**

This course examines the historical development and changing trends facing families and marriages. The focus of study is on the exploration of families and marriages as dynamic systems, social organizations, and as social institutions. Areas of study will include the family life course, socialization within families, gender roles, parent-child relations, multicultural factors, sexual orientation and non-traditional families. The various schools of family therapy and the legal/ethical aspects of counseling will be explored.

PSY 2410 Psychology of Personal Adjustment**3 Credits**

This course analyzes how to make satisfying choices in all areas of life and emphasizes how to improve self-esteem, enhance communication skills, and become more aware of human behavior. This course offers the Learner the chance to gain an appreciation of individual differences, learn about the influence of significant life events and situations, and develop coping skills for everyday problems. The focus of study includes self-actualization and autonomy, managing stress, types of intimacy, authentic and inauthentic love, embracing diversity and pathways to self-exploration and self-understanding.

PSY 2411 Psychology in Business**3 Credits**

This course will provide a critical examination of people at work by analyzing jobs, and recruiting, selecting, training, and appraising employees. Areas of focus include employee attitudes, work behaviors, motivation, leadership, employee diversity, affect and emotions, and justice perceptions. This class will focus on both research and the application of research findings to practical problems in the workplace.

PSY 2504 Fundamentals of Research Methodology**3 Credits****Prerequisite: MATH 1305**

This course provides an overview of research design and methods in the behavioral sciences. The focus of this course is to familiarize the Learner with research methodology and an understanding of basic principles of empirical science. Ethical issues in psychological research, hypothesis generation and testing, quantitative description of behavior, common research strategies and basic experimental research designs will be addressed.

PSY 2505 Cognition and the Brain**3 Credits**

This course introduces concepts of physiological psychology and cognition. The focus of study is on the exploration of how brain structure relates to brain function, behavior and cognition.

PSY 2507 Case Management: Assessment, Treatment Planning Relapse Prevention and Aftercare**3 Credits****Prerequisite: PSY 2306 / PSY 2309**

This course provides an overview of case management for substance abuse treatment providers. The emphasis in this course is on the examination and exploration of the various roles of assessment, treatment planning, service coordination, relapse prevention planning, discharge planning, aftercare planning and documentation for the addiction counselor. The course will also address cultural perspectives and the legal and ethical aspects of substance abuse case management.

PSY 2508 Supervised Practicum and Field Placement**6 Credits****Prerequisite: PSY 2306 / PSY 2309 / PSY 2507**

This course is comprised of two main components: course work and individual instruction and supervision by a qualified, licensed professional. This course consists of (45) coursework hours and (256) hours of practical experience. The course includes direct supervision by a qualified professional. The Supervisor will be available for consultation while the Learner is completing the field work requirements. The minimum requirement of supervised field placement is a total of 256 hours of practical face-to-face experience performed at an agency approved by the Director of Clinical Training. Learners will have completed all of the 12 Core functions at the fieldwork site which includes 3 hours of Orientation. The twelve functions are as follows: screening; intake; orientation; assessment; treatment planning; counseling; case management; crisis intervention; client education; referral; report and record keeping; and consultation with other professionals in regard to client treatment/services. Each core function requires a minimum of 21 hours practicum experience. The application of knowledge and skills in a practice setting is essential to gain competency in professional counseling. The field work is the means by which Learners are trained to apply and integrate acquired knowledge and values; and to refine skills that are taught in the online environment. Please note: This program requires Learners to complete a 300 hour Practicum as part of their final courses. Learners are instructed to find a practicum site within their local communities to fulfill this requirement. Examples of Practicum/fieldwork sites include hospitals, rehabilitation clinics, and treatment centers. All Practicum sites must be licensed by a state credentialing authority and are subject to approval by the Director of Clinical Training. It is highly recommended that Learners locate a practicum site before entering the program. At the end of the program, Learners will receive a pass/fail grade for the Practicum.

GRADUATE COURSE DESCRIPTIONS**MFT 86504.1 Ethical and Legal Issues in Therapy****3 Credits**

This course familiarizes the Learner with the areas of law and ethics central to the professional counselor and family therapist. Fundamental laws and principles are examined. The Learner is given an opportunity to engage in the process of ethical decision making. The complex interplay between legal and ethical codes, cultural diversity issues, and the counselor's values are explored.

MFT 86513.1 Assessment Techniques in Therapy**3 Credits**

This course provides an overview of psychological tests and assessment procedures utilized in a therapeutic context. Focus is on basic psychometric properties of tests, methods of gathering and interpreting data, and the development and use of assessment tools. Emphasis is placed on how to choose, administer and interpret individual and group tests within a culturally-appropriate framework.

MFT 86700.1 Psychopharmacology**3 Credits**

This course covers commonly prescribed psychotropic medications in the field of professional counseling and family therapy. Pharmacological classifications, indications, contraindications, and side effects are addressed in the treatment of adults and children with mental disorders. Focus is on an interdisciplinary approach including referral, coordination of care, and collaboration with medical professionals. Cultural diversity issues and the legal/ethical aspects of pharmacotherapy are considered.

MFT 86704.1 Practicum I***3 Credits**

Prerequisite: PSY 86502.1, MFT 86504.1, PSY 86508.1, PSY 86505.1, PSY 86506.1, PSY 86509.1, PSY 86511.1, PSY 86510.1, PSY 86514.1, PSY 87519.1, PSY 86520.1

This course provides the opportunity to gain clinical experience with individuals, couples, families and/or groups in a supervised clinical setting approved by California Southern University. Learners utilize therapy theories and techniques as well as practice interpersonal skills in working with diverse individuals, couples, families and/or groups. Learners are required to complete a minimum of 95 hours of direct counseling hours and 19 units of supervision (1 unit of supervision = 1 hour of individual supervision or 2 hours of group supervision).

MFT 86705.1 Practicum II***3 Credits****Prerequisite: MFT 86704.1**

This course provides the opportunity to gain clinical experience with individuals, couples, families and/or groups in a supervised clinical setting approved by California Southern University. Learners utilize therapy theories and techniques as well as practice interpersonal skills in working with diverse individuals, couples, families and/or groups. Learners are required to complete a minimum of 95 hours of direct counseling hours and 19 units of supervision (1 unit of supervision = 1 hour of individual supervision or 2 hours of group supervision).

MFT 86706.1 Practicum III***3 Credits****Prerequisite: MFT 86705.1**

This course provides the opportunity to gain clinical experience with individuals, couples, families and/or groups in a supervised clinical setting approved by California Southern University. Learners utilize therapy theories and techniques as well as practice interpersonal skills in working with diverse individuals, couples, families and/or groups. Learners are required to complete a minimum of 95 hours of direct counseling hours and 19 units of supervision (1 unit of supervision = 1 hour of individual supervision or 2 hours of group supervision).

MFT 86900.1 Research Methods and Statistics**3 Credits****Prerequisite: PSY 86502.1, MFT 86504.1, PSY 86508.1, and PSY 86506.1**

This course covers the essential concepts related to the research process including qualitative and quantitative designs, program evaluation, sampling issues and data analysis. Emphasis is on training Learners to become informed consumers of research and preparing them to conduct research in their respective practices. Learners develop a research proposal consistent with a counseling and family therapy perspective in consideration of multiculturalism, advocacy, leadership, and social justice. Legal and ethical implications of research are explored.

PSY 86502.1 Counseling Theories and Strategies**3 Credits**

This course focuses on the historical and current evidence-based theories and models of counseling. Emphasis is on the application of these techniques to a variety of clinical situations to improve, restore, or maintain healthy individual, couple and family relationships. It provides an opportunity to analyze case studies through a theoretical lens. Special consideration is given to the development of personal qualities intimately related to the counseling situation including integrity, sensitivity, flexibility, insight, compassion and personal presence.

PSY 86505.1 Lifespan Development**3 Credits**

This course analyzes the nature of human growth and development across the life span. The major theories of development, essential concepts, issues related to each developmental stage, and implications for wellness and resiliency are addressed. Normal and abnormal development are explored in the context of socio-economic factors, race, ethnicity, culture, gender, and a variety of challenges and traumas.

PSY 86506.1 Psychopathology**3 Credits**

This course provides an integrated approach to the diagnosis, assessment and treatment of mental disorders. The emphasis is on building clinical skills in problem formulation and crisis intervention consistent with the DSM-5. This course also covers psychopathology from a neuroscientific, biological and sociocultural perspective. Evidence-based interventions will be explored from psychodynamic, cognitive, behavioral, humanistic and other current modalities.

PSY 86508.1 Culture and Diversity in Counseling**3 Credits**

This course explores diversity and social justice advocacy issues with marginalized and special populations. The focus of study is to foster awareness, compassion and understanding for effective counseling practice. Populations considered include African-Americans, Latinos, Asian/Pacific Islanders, Native-Americans, and LGBTQI individuals. This course guides Learners to explore their own values, beliefs and cultural identities and connect how these personal aspects influence the therapeutic alliance.

PSY 86509.1 Systems of Family Therapy**3 Credits**

This course covers the history and development of family systems therapy. It focuses on the evolving viewpoints, perspectives, values, evidence-based interventions and resiliency models of family counseling. The Learner is encouraged to foster personal qualities such as self-awareness, sensitivity, flexibility, insight and compassion in working effectively with families.

PSY 86510.1 Child and Adolescent Therapy**3 Credits**

This course focuses on the psychopathological disorders associated with children and adolescents. It explores the research on etiology, complex diagnostic presentations in childhood and adolescence, and the development of comprehensive evidence-based treatments. Consideration is given to the importance of collaboration in formulating treatment plans. The impact of diversity issues including socioeconomic and multicultural factors in working with children and adolescents are addressed.

PSY 86511.1 Substance Use and Related Disorders**3 Credits**

This course focuses on the etiology, assessment, diagnosis and treatment of substance use and co-occurring disorders. Evidence-based counseling approaches that facilitate ethical intervention and treatment are explored. Special consideration is given to culture, diversity, stigmatization and special populations as related to substance use recovery. Consultation, community outreach, referral and preventative interventions are addressed.

PSY 86512.1 Group Counseling**3 Credits**

This course focuses on the theory, functions and techniques of group processes including decision-making, problem solving and conflict resolution. Group leadership styles and approaches are analyzed and preferential characteristics for group leaders are identified. Emphasis is on group strategies for working with and advocating for diverse populations. Legal and ethical issues in the group context are addressed.

PSY 86514.1 Couples and Sex Therapy**3 Credits**

This course covers theoretical and applied foundations for the practice of couple counseling. A systemic framework is utilized to explore the assessment and evidence-based treatment of couple problems including sexual dysfunction. Cultural aspects, diversity issues, and legal and ethical factors are addressed in the context of couple therapy.

PSY 86517 Psychology of Aging**3 Credits**

This course will examine the aging population from a psychological perspective, concentrating on theory, research, and developmental effects associated with the various stages of aging, especially older adulthood. The focus will be on the biological, psychological, cognitive, perceptual, sociological, and personality issues that the older population encounters. Emphasis will be placed on understanding and describing the optimization of the latter stages of the human lifespan.

PSY 86520.1 Advanced Counseling Techniques**3 Credits**

This advanced course provides a comprehensive analysis and in-depth application of counseling techniques from a competency-based approach. Learners are required to demonstrate proficiency in counseling concepts as well as interviewing and intervention methods with consideration of culture, diversity, special populations and legal/ethical issues. The course structure guides Learners to identify and explore their own personal model of counseling.

PSY 86523 Psychology of Learning**3 Credits**

This course examines and evaluates experimental and other literature on classical conditioning and types of instrumental learning as well as evaluation of concepts relevant to these types of learning.

PSY 86532 Family Systems Theory**3 Credits****Prerequisite: PSY 86502 / MFT 86504**

This course explores the history and development of family therapy. The focus of study provides an overview of the evolving viewpoints, perspectives, values, intervention techniques, and goals of family therapy, and includes both clinical and research developments. The course content is intended to create a personal awareness and learning experience that encourages the development of sensitivity, flexibility, insight, and compassion.

PSY 86801 Therapeutic Boundaries**3 Credits**

This course addresses the legal and ethical dilemmas related to professional boundaries and dual relationships. Identification of boundary crossing and boundary violation in office practices and policies, personal disclosure, gift exchange and other potential boundary infringements, will be addressed. Dual relationships between therapist and client will focus on areas of sexual and non-sexual intimacy and other relationships where multiple roles may occur.

PSY 86899 Master's Thesis**6 Credits**

This course prepares the graduate Learner for the development of a master's thesis. A review is given to research design, modes of observation, and techniques of analysis, the social and ethical context of research, and the uses of research. The main focus of study for this course is placed on the delineation of a problem in the field of psychology and a plan for conducting a literature review of the subject that will lead to its resolution. The course will integrate and demonstrate theoretical and practical knowledge gained in the degree course work and will include an emphasis on the statement of the problem, the purpose, the scope of the study, and a literature review in respect to the proposed problem. The project is intended to make a significant contribution to the field and/or the Learner's discipline.

PSY 87100 Applied Sport Psychology I**3 Credits**

This course is the first of a two-part course that provides an overview of the foundations and applications of sport psychology and examines human behavior in sport and exercise settings. It examines personality, motivation, competition, group and team dynamics, and communication. This course also explores the basic concepts and principles of sport psychology and how they can be applied to counseling, teaching, coaching, and fitness instruction. In addition, it investigates the latest research and practice in sport and exercise psychology.

PSY 87101 Applied Sport Psychology II**3 Credits****Prerequisite: PSY 87100**

This course is the second of a two-part course that provides an overview of the foundations and applications of sport psychology. The focus of study examines performance enhancement through psychological skills training, and imaging and goal setting. It also explores enhancing health and well-being by avoiding or responding effectively to athletic injuries, addictive behavior, and burnout. This course explores the basic concepts and principles of sport psychology and how they can be applied to counseling, teaching, coaching, and fitness instruction. It also investigates the latest research and practice in sport and exercise psychology.

PSY 87110 Current Issues in Sport Psychology**3 Credits**

This course explores the sociology of sport, as well as the ethical issues surrounding sport. It includes an examination of good sportsmanship, fair play and cheating, performance-enhancing drugs, a review of gender equity and identity in modern-day sports, animal rights in sports, violence in sports, and the negative aspects of competitive youth sports.

PSY 87115 Psychology of Coaching**3 Credits**

This course provides a theoretical and practical understanding of coaching strategies, methods, and techniques that are critical for anyone working with an athlete or a team. It also reviews the latest sports science research and the hands-on experience and best practices of highly experienced coaches.

PSY 87120 Enhancing Performance: Preparation/Motivation**3 Credits**

This course explores the improvement of performance through mental strategies such as visualization, meditation, hypnosis, autogenic training, biofeedback, and progressive relaxation.

PSY 87125 Research in Sport Psychology**3 Credits**

This course provides a broad perspective of the research process as it relates to physical activity. The curriculum investigates descriptive, quantitative (experimental and quasi experimental), and qualitative research methods as they pertain to individual and team sports and physical activity so as to evaluate data and reach valid conclusions. It explores the definition and development of a research problem, culminating in a research proposal.

PSY 87126 Doctoral Seminar**3 Credits**

This course prepares Learners for success in the Doctor of Psychology program at California Southern University. Learners will be introduced to the knowledge and skills necessary for successful participation in the online curriculum. They will obtain information and insights relevant to academic communities, professional standards, and doctoral expectations. Learners will explore various resources used throughout the doctoral program, including CalSouthern's online library. They will engage in assignments that are focused on the practical application of critical thinking, as well as professional and scholarly writing skills. Learners will also explore potential research topics for use in their doctoral project, and complete the course with a solid foundation for academic and professional success.

PSY 87127 Research Methods in Psychology**3 Credits**

This course is designed to prepare Learners to critically review and evaluate current research literature and equip Learners with the necessary skills to perform research. This course focuses on the basic inquiry and statistical methods used to collect and interpret data. An understanding of basic research methods and design are included for research purposes, as well as for publication in the field of practice. A variety of approaches will be explored, including qualitative, quantitative, and mixed-method approaches. The emphasis is on the critical engagement of Learners with various approaches to research design, and the application of current research in support of research in an area of the Learner's choosing.

PSY 87500 Advanced Theories of Personality**3 Credits**

This course is designed as an advanced examination of the major psychological theories of personality, both historic and current, the application of each theory, and the major figures associated with each. The focus of study is to explore the advanced application of therapeutic modalities, including psychodynamic, biological, behavioral, phenomenological, trait, cognitive, and social-cognitive theories.

PSY 87503 History and Systems of Psychology**3 Credits**

This course presents a history of psychology beginning with its roots in early Greece. The focus of study is how philosophy, combined with developments in natural science and experimental physiology, forms the major schools of psychological thought today.

PSY 87504 Ethical and Professional Issues**3 Credits**

This course will familiarize Learners with the essential concepts, theories, and applications relevant to ethical issues in psychology. Professional ethical issues will be examined in accordance with the most recent code of ethics of the American Psychological Association. Learners will heighten their awareness of ethical issues as they may arise in the practice of psychology and learn methods of developing coherent, defensible, reasoned strategies for dealing with such situations. All areas of psychology practice will be addressed, including psychotherapy, assessment, research, teaching, and consultation.

PSY 87506 Advanced Psychopathology**3 Credits**

This course provides an advanced and integrated study of psychopathology, emphasizing the current Diagnostic and Statistical Manual of Mental Disorders. The course focuses on the assessment of differential diagnosis, etiology, prognosis, and treatment of mental illness from psychodynamic, cognitive, behavioral, humanistic-existential, biological, and sociocultural perspectives. Culture and human diversity as well as legal and ethical factors will be considered.

PSY 87507 Human Sexuality**3 Credits**

This course provides a foundation in human sexuality, focusing on the physiological, psychological, and sociocultural variables associated with sexual identity, sexual behavior, and sexual disorders. Using a biopsychosocial perspective, this course introduces concepts which support the philosophy that human sexual behavior is an interaction of physiological, psychological, and sociocultural processes.

PSY 87508A Cultural Diversity**3 Credits**

This course explores a multicultural basis of behavior with an emphasis on social cognition, social interaction processes, and organizational dynamics. The focus of study aims to heighten Learners' perception and understanding of effective therapeutic practice, including familiarity with the implications associated with the wide range of racial and ethnic backgrounds, gender issues, age, sexual orientation, and disabilities. This course guides Learners to focus on one's culture of origin to increase awareness of one's own heritage and to increase appreciation of the impact of cultural diversity upon individuals.

PSY 87509 Advanced Psychology of Marriage and Family Systems**3 Credits**

This course prepares Learners to conduct psychotherapy with individuals, couples, and families from a family-systems approach that utilizes a depth of awareness model to change behavior. Learners explore general principles of family functioning and learn specific applications of systems theory and therapy through the analysis of case material and case reports.

PSY 87513.1 Assessment Techniques in Therapy**3 Credits**

This course provides an overview of psychological tests and assessment procedures utilized in a therapeutic context. Focus is on basic psychometric properties of tests, methods of gathering and interpreting data, and the development and use of assessment tools. Emphasis is placed on how to choose, administer and interpret individual and group tests within a culturally-appropriate framework.

PSY 87514 Brief Therapy**3 Credits**

This course provides an overview of brief therapy's roots and demonstrates techniques common to all brief therapy models. The focus of study is on client problem resolution as the solution to the psychological complaint, consistent with current requirements of managed health care providers. Audio or videotape assignments may be required.

PSY 87515 Social Psychology**3 Credits**

This course provides an overview of social psychology. Areas covered include the foundations of social psychology, social beliefs and judgments, group influence, aggression, and social psychology applications. Specifically, the focus of this course is the exploration of how others affect our perception, thoughts, emotions, and behaviors. This course examines current research, as well as historical, social, and psychological concepts. Learners will gain an understanding of how social psychological constructs impact the world.

PSY 87518 Hypnosis: Theory and Practice**3 Credits**

This course provides an overview of hypnosis theory. The focus of study includes techniques for induction, suggestion, post-hypnotic suggestion, and self-hypnosis, as well as a review of the practical uses and limitations of hypnosis.

PSY 87519.1 Crisis and Trauma Counseling**3 Credits**

Prerequisite: PSY 86502.1, MFT 86504.1 or PSY 86801, PSY 86508.1, PSY 86506.1

The focus of this course is on the assessment, intervention and treatment of individuals, families, and communities that have experienced crisis, disaster and/or trauma. Major theoretical models of situational crises are demonstrated across a variety of service delivery systems. Crisis intervention theory and models are applied to a variety of problems including suicide, sexual assault, violent behavior, domestic violence/intimate partner violence, substance abuse, grief and loss, and mass tragedies. The emphasis of this course is on recovery and resilience.

PSY 87521 Industrial/Organizational Psychology**3 Credits**

This course focuses on how successful managers and employees apply psychological concepts to resolve organizational and interpersonal issues. In addition, it will explore personality and group dynamics that affect attitudes and behaviors.

PSY 87522 Consulting in Business, Education and Mental Health**3 Credits**

This course is an overview of consultation theory and practice for mental health professionals who perform duties in the roles of consultants and collaborators. Mental health, expert, collaborative, behavioral, and organizational models will be discussed and applied to a variety of settings. Course content includes the history, definition, fundamentals of consultation, models of consultation, consultation stages, effective consultant skills and characteristics, consultee variables, consultation with parents and teachers, and legal and ethical issues regarding consultation.

PSY 87524 Cognition, Emotion and Motivation**3 Credits**

This course focuses on the motivation, needs, cognitions, and emotions that underlie thought and behavior. It explores theories representative of biological, behavioral, cognitive, psychological, and sociocultural perspectives. The course also examines the historical backgrounds of motivation and emotion research, as well as other current applied motivational approaches.

PSY 87527 Psychology of Stress and Stress Related Disorders**3 Credits**

This course explores multiple causes of stress and stress-related psychopathologies. The focus of study emphasizes the emotional and physiological manifestation of differential diagnostic symptoms.

PSY 87528 The Psychology of Violence and Domestic Abuse Reporting**3 Credits**

This course addresses domestic violence from an interdisciplinary standpoint. The focus of study examines the cycle of violence, dominance, and control from sociological and psychological perspectives. The course also outlines research and legal issues surrounding violence in such areas as global violence, partner and family violence, stalking, and homicide. It also addresses issues of culture and diversity.

PSY 87529 Myers-Briggs Type Indicator**3 Credits**

This course addresses the development of the MBTI, its administration, scoring, and interpretation, as well as its use in therapeutic, business, and/or educational settings. Professional ethics, current research, and multicultural perspectives will be examined.

PSY 87530 Dream Analysis**3 Credits**

This course demonstrates a practical approach to working with dreams, both in groups and with individuals. Post-traumatic stress disorder (PTSD) nightmares are also addressed. The focus of study is the exploration of both the purpose and function of dreams in everyday life, highlighting psychological connections between waking and dreaming life. A variety of different psychological approaches to dreams are examined.

PSY 87533 Psychology of Death and Dying**3 Credits**

This course explores all aspects of the process of loss and death. The focus of study includes attitudes toward death, both historical and current, incorporated into theory and practice, as well as integrated into the human experience. Learners will explore multicultural beliefs and rituals surrounding dying, death, and bereavement.

PSY 87534 Dual Diagnosis**3 Credits**

This course explores the addiction and co-occurring disorders of the current Diagnostic and Statistical Manual of Mental Disorders. The focus of the study is on primary and secondary differential analysis, assessment, intervention, and treatment. Behavioral addictions (e.g., gambling, food, pornography, shopping, and sex) are compared and contrasted with substance-related addiction. Learners will gain an understanding of how active participation in both negatively impacts the lives of individual and families. Previous graduate coursework in substance-related disorders and behavioral addiction is recommended.

PSY 87536 Cognitive-Behavioral Psychotherapy**3 Credits**

This course analyzes the evidence-based practice of cognitive therapy and cognitive behavioral therapy (CBT) utilizing the traditional cognitive and behavioral models as well as the mindfulness-based cognitive modalities (MiCBT). The focus is on assessment, treatment formulation, and intervention of the clinical and personality disorders in the Diagnostic and Statistical Manual of Mental Disorders, from the CBT and MiCBT perspectives.

PSY 87537 Psychology of Chronic Illness**3 Credits**

This course examines medical, psychological, and sociocultural factors related to various types of physical, neurological, sensory, psychiatric, and pain-related disabilities. The focus is on the etiology of chronic illness, evidence-based treatment interventions, and the psychological impact on both the patient and their significant others. Psychosocial assessment, treatment planning, and the use of various resources to assist the patient and their families are also explored.

PSY 87538**Advanced Psychology of Addiction and Compulsive Behaviors****3 Credits**

This course focuses on the assessment, diagnosis and treatment of the Diagnostic and Statistical Manual of Mental Disorders' substance-related disorders (drugs, alcohol), addictive behavioral disorders (gambling, sex, internet), eating disorders, and co-occurring clinical and personality disorders. The biological, psychological, and social aspects of addiction, as well as cultural and legal-ethical issues, are highlighted. Previous coursework in graduate-level addiction studies and abnormal psychology is strongly recommended.

PSY 87539 Attention-Deficit/Hyperactivity, Autistic Spectrum and Neurodevelopmental Disorders
3 Credits

This course will look at the diagnosis, assessment, and treatment of ADHD, autism, intellectual disabilities, and the other neurodevelopmental disorders of the Diagnostic and Statistical Manual of Mental Disorders. Co-occurring and co-morbid disorders will be addressed in context with psychological, physiological, sociocultural, environmental, familial, and genetic factors. While emphasis will be on children and adolescents, a lifespan approach will be considered.

PSY 87540 Statistical Methods and Analysis
3 Credits

This course provides instruction on the calculation, use, and interpretation of descriptive and inferential statistics. The focus of study emphasizes the application and interpretation of statistical tests in conducting research at the graduate level. Inferential statistics and their application to research design are introduced. Both parametric and non-parametric approaches to the analysis of data are discussed.

PSY 87541 Psychology of Religion
3 Credits

The Psychology of Religion explores the characteristics and ethical issues associated with spirituality and its integration into psychotherapy. The roles of culture and health are also investigated. This course provides an introductory examination of how spirituality and therapy are intimately related. It reviews models for healing through understanding the role of religion, ritual, and spirituality. Spiritual assessment of the individual is also discussed. Learners will be able to determine the relationship between healing and spirituality, focusing on specific therapeutic interventions. Learners are also encouraged to develop a personal model of spiritual development and to understand the integration of spirituality for self and clients, offering an active role for clients in the development of their healing process.

PSY 87542 Eating Disorders
3 Credits

This course examines the history, concepts, diagnosis, and treatment of eating disorders and multi-diagnostic presentations, using the Diagnostic and Statistical Manual of Mental Disorders' criteria. The focus of study is on the social, cultural, familial, gender-related, developmental, and legal-ethical context of eating disorders. Assessment and intervention from evidence-based psychotherapy and family models will also be explored.

PSY 87543.1 Systems of Care in Community Mental Health
3 Credits

This course provides comprehensive overview of community mental health and services delivery systems from a recovery and resiliency perspective. Focus is on the needs of individuals, families, children and older adults with emphasis on special populations including those with severe mental illness, addiction and co-occurring disorders, military veterans, the homelessness and poor, victims of abuse and trauma, and the disabled. Issues of culture and diversity, legal and ethical contingencies, community collaboration and coordination of care, as well as consumer advocacy are considered.

PSY 87545 Interpersonal Neurobiology and Attachment
3 Credits

This course investigates the emergence of a new sub-discipline within psychology and psychotherapy: interpersonal neurobiology. Pioneers in this rapidly growing field, such as Daniel Siegel, Allan Schore, and Stephen Porges, all maintain that our brains are wired to the interpersonal domain. This course introduces key concepts from the field of interpersonal neurobiology, examining basic aspects of the mind and interpersonal relationships. It will also explore, with research support, the practical applications of interpersonal neurobiology using such core concepts as integration and attachment theory.

PSY 87547 Career Counseling
3 Credits

This course provides Learners with an understanding of career development and career counseling. Theories of career development, sources of occupational information, and methods of career counseling are explored. Consideration is given to ethical and legal issues, culture, diversity, special populations, and contemporary trends. Learners are given the opportunity to develop an individual curriculum vitae (CV), cover letter, and career counseling position statement in preparation for practicum placement interviews. .

PSY 87550 Positive Psychology
3 Credits **Prerequisites: PSY 87500, PSY 87504, PSY 87506**

Positive psychology has recently been established to promote the scientific study of human strengths and virtues. This course will examine human behavior that is effective, valuable, and that contributes positively to personal growth and global enrichment. Topics covered include theoretical approaches to personality growth and self-actualization, the biology of positive emotions, and subjective well-being. The course will also explore peak performance, love and intimacy, mindfulness, creativity, and interventions for enhanced wellness, among other topics.

PSY 87552 Diagnosis and Treatment of Individuals with Intellectual Disability and Borderline Intellectual Functioning
3 Credits

This course examines general concepts relative to mental retardation and borderline intellectual functioning. It provides an integrated program of study that emphasizes the assessment, diagnosis, and counseling of persons with intellectual disability or borderline intellectual functioning. The focus of study is on building practical clinical skills which will increase the Learner's ability to deliver counseling services in an effective, socially appropriate, culturally sensitive, and ethical fashion to persons with mild intellectual impairment and borderline intellectual functioning.

PSY 87560 Media Psychology: Writing, Publishing and Promoting a Self-Help Book
3 Credits

This course guides Learners in the creation of a self-help book proposal, suitable for submission to a book publisher. Learners who take this course will become informed about the process of writing, publishing, and promoting a book.

PSY 87561 Interpersonal Conflict in the Workplace
3 Credits

This course investigates work relationships and interpersonal conflict. The focus of study includes an exploration of personality traits and disorders, and the development of strategies to effectively treat these disorders.

PSY 87700 Psychopharmacology

3 Credits **Prerequisite: PSY 87704**

This course explores the neuroanatomy, neurophysiology, and biologic actions of psychopharmacological agents which are currently in use, as well as the indications for prescribing the agents, the side effects which may occur, and the clinical considerations for the psychologist in referring the patient for medication evaluation. The course serves as a foundation for further study for those Learners who plan to practice psychology in the event that psychologists are granted prescription privileges. Multicultural and ethical components are also considered.

PSY 87701 Physiological Psychology

3 Credits **Prerequisite: PSY 87506**

This course explains how the human organism behaves from a physiological perspective, including neural functions, the effects of drugs, sensory motor systems, biological rhythms, attention, and motivation.

PSY 87702 Psychological Assessment I

3 Credits

This course provides an introduction to the use of intelligence and personality assessment. The focus of study reviews widely used tests and how those tests are constructed, administered, and scored. Learners will learn the fundamentals of understanding and interpreting test results.

PSY 87703 Psychological Assessment II

3 Credits

Prerequisite: PSY 87702

This course introduces the use of projective measures of assessment, and their integration with other psychological tests. Learners will learn how to administer, score and interpret the Beck Depression Inventory, 2nd Edition (BDI-II), the Thematic Apperception Test (TAT), and the House-Tree-Person test. Learners will interpret a WAIS-IV protocol. Learners will also interview and test a volunteer client. Throughout this class, Learners will build a test report, adding to it and revising it in response to feedback from the mentor.

PSY 87704 Practicum I*

3 Credits

Prerequisite: PSY 87500 / PSY 87504 / PSY 87506

This course is designed for those Learners who have completed the majority of both didactic and skill based training in the degree program. Placement of Learners is in settings comprised of the following: Practitioners who are clearly committed to training; Supervision of Learners provide with an adequate number of appropriate professionals; and the setting itself provides a wide range of training and educational experiences through applications of empirically supported intervention procedures. The focus of study will include assessment and treatment of individuals, couples, families, and groups. This practicum class is the first of two that Learners may take wherein Learners are responsible for finding their own outside supervised clinical experience. The focus of this course provides Learners with an opportunity to engage in on-going therapeutic practice with an emphasis on case management and therapeutic integration as the cases develop over time. *Must be taken as part of a degree program.

PSY 87705 Practicum II*

3 Credits

Prerequisite: PSY 87704

This course is designed for those who have completed Practicum I. This course is a continuation of the skills learned in Practicum I and is designed for those Learners who have completed the majority of both didactic and skill based training in the degree program. Placement of Learners is in settings comprised of the following: Practitioners who are clearly committed to training; Supervision of Learners is provided with an adequate number of appropriate professionals; and the setting itself provides a wide range of training and educational experiences through applications of empirically supported intervention procedures. The focus of study is to enhance the Learner's skill development and to provide additional skill training on a variety of topics in the same or a different setting. Learners are responsible for finding their own supervised experience. The course provides Learners with an opportunity to engage in on-going therapeutic practice within the designated therapeutic setting. *Must be taken as part of a degree program.

PSY 87706 Practicum III***3 Credits****Prerequisite: PSY 87705**

This course is designed for those Learners who have completed the majority of both didactic and skill based training in the degree program. Placement of Learners is in settings comprised of the following: Practitioners who are clearly committed to training; Supervision of Learners provide with an adequate number of appropriate professionals; and the setting itself provides a wide range of training and educational experiences through applications of empirically supported intervention procedures. The focus of study will include assessment and treatment of individuals, couples, families, and groups. This practicum class is the first of two that Learners may take wherein Learners are responsible for finding their own outside supervised clinical experience. The focus of this course provides Learners with an opportunity to engage in on-going therapeutic practice with an emphasis on case management and therapeutic integration as the cases develop over time. *Must be taken as part of a degree program.

PSY 87707 Psychology of the Mind: The Mind-Body Connection**3 Credits**

This course provides the Learner with an exploration of the interrelatedness of mind and body to healing and health. Mind-body theories promote resiliency practices through lifestyle behaviors for disease prevention and treatment. The mind-body interaction has important implications for the way we view health and wellness, and the way we prevent illness and treat disease. The course examines scientific advances in the fields of neuroscience, psychoneuroimmunology, and consciousness, and their impact on mind-body healing. Learners will be encouraged to develop a personal model of mental health care and to understand complementary methods for self and client, offering an active role for clients in the development of their healing process.

PSY 87709 Foundations of Humanistic Psychology**3 Credits****Prerequisite: PSY 87500**

This course provides an examination of the origins, history, theories, and methods of humanistic psychology. Influenced by humanism, existentialism, and phenomenology, humanistic psychology is fundamentally interested in human capacities and potentials. The course examines the impact of humanistic psychology on the field of psychology and popular culture, and explores its contributions to psychotherapy. Learners will review humanistic approaches in clinical settings, humanistic research, and how humanistic psychology has influenced and been influenced by various postmodern approaches. Learners will be able to determine various approaches in humanistic psychotherapy and will gain a solid understanding of the philosophical underpinnings of humanistic psychology.

PSY 87800 Doctoral Comprehensive Exam**1 Credit****Prerequisite: PSY 87540, PSY 87700, PSY 87701 / PSY 87702**

The Comprehensive Examination provides an opportunity to assess comprehensive academic competence in psychology. Preparing for and taking the examination encourages the integration of all facets of doctoral education completed during the first two years of the program. The examination is considered in evaluating Learners' readiness to take on the increased professional responsibilities of the practicum placements. Accordingly, a grade of "Satisfactory" is required to accept Practicum placements. The examination is offered prior to registration in Practicum. Learners are given three opportunities to pass the examination.

PSY 88000 Internship**0 Credits**

This course is designed for those Learners who have completed all academic requirements for the PsyD program and who wish to participate in a pre-doctoral internship for one year (1500 hours). The Internship provides continued structured clinical training experience under the supervision of a Licensed Clinical Psychologist beyond the Practicum.

PSY 88002 Applied Concepts**6 Credits**

This course is designed for those Learners who have completed all academic requirements for the MS Degree Program, with the exception of the Master's Thesis. In this course the learner will be required to apply concepts of psychopathological constructs, counseling theories, multicultural aspects and cultural, legal and ethical issues in mental health.

PSY 87991 Doctoral Project I**3 Credits**

Prerequisite: Successful completion of required graduate level courses, graduate level elective courses, and the comprehensive examinations. Completion of all Core courses and electives as indicated on the Degree Plan and a Grade Point Average of 3.0 or higher. Letter grade A-F.

This course prepares the doctoral learner for the development of a final project. It is the first of five courses to accomplish the final project. A review is given to theoretical and qualitative research designs, related modes of observation and techniques of analysis, the social and ethical context of research, and the clinical applications of research. The main focus of study for this course is placed on the delineation of a problem in the field of psychology and a plan for conducting either a literature review or qualitative analysis of the subject that will lead to its resolution. The course will integrate and demonstrate theoretical and practical knowledge gained in the degree course work and will include an emphasis on the statement of the problem, the purpose, and the scope of the study in respect to the proposed problem. The project is intended to make a significant contribution to the field and/or the Learner's discipline. The grade for the course is either a Satisfactory or an Unsatisfactory grade only.

PSY 87992 Doctoral Project II**3 Credits****Prerequisite: PSY 87991**

This course is a continuation of Doctoral Project I. It is the second of five courses to accomplish completing the final project. The main focus of study for this course is placed on conducting a literature review of the subject in preparation for either a theoretical or qualitative analysis. Attention is given to understanding the differences between literature reviews for theoretical vs. qualitative research designs, analyzing the literature in addressing each Learner's specific, newly formulated research questions, and evaluating research literature for validity and reliability. The course will integrate and demonstrate theoretical and practical knowledge gained in the degree course work and will include the written submission of a thorough literature review in respect to the proposed problem. The project is intended to make a significant contribution to the field and/or the Learner's discipline. The grade for the course is either a Satisfactory or an Unsatisfactory grade only.

PSY 87993 Doctoral Project III**3 Credits****Prerequisite: PSY 87992**

This course is a continuation of PSY 89997B. It is the third of five courses to accomplish the final project. The main focus of study for this course is placed on detailing and critically evaluating the specific methodology (theoretical or qualitative) which the doctoral learner plans to implement for his or her study. Priority is given to comparing and contrasting the various applicable research methods, then narrowing down by articulating the Learner's specific research design and methodology, as well as fully identifying the ethical dimension of all research methods. The course integrates and demonstrates theoretical and practical knowledge gained in the degree course work. The project is intended to make a significant contribution to the field and/or the Learner's discipline. The grade for the course is either a Satisfactory or an Unsatisfactory grade only.

PSY 87994 Doctoral Project IV**3 Credits****Prerequisite: PSY 89993**

This course is a continuation of PSY 89998A. It is the fourth of five courses to accomplish the final project. The main focus of study for this course is placed on completing the results section (chapter 4) and the discussion of findings (chapter 5) for the research study. Emphasis is given to clearly reporting research results, truthfulness and integrity with unbiased reporting of results, and creating a relevant, creative discussion of findings, including recommendations for future research. The course integrates and demonstrates theoretical and practical knowledge gained in the degree course work. The project is intended to make a significant contribution to the field and/or the Learner's discipline. The grade for the course is either a Satisfactory or an Unsatisfactory grade only.

PSY 87995 Doctoral Project V**2 Credits Prerequisite: PSY 87994**

This course is a continuation of PSY 89998B. It is the final course to accomplish the final project. Within this course, the Learner works closely with his or her Chair in refining Chapter 1 through Chapter 5. After receiving approval of the written manuscript, the Learner prepares to orally defend his or her Doctoral Project. The project is intended to make a significant contribution to the field and/or the Learner's discipline. The grade for the course is either a Satisfactory or an Unsatisfactory grade only.

School of Law

LLM COURSE DESCRIPTIONS

LAW 85120A Legal Writing I

3 Credits

This course teaches the classic elements of a legal decision: Issue, Rule, Application and Conclusion and demonstrates the importance and use of each element. Students move from recognizing these elements in cases they read to identifying them in fact patterns and developing their own case analysis relying on these elements. This course guides the student to the development of clear, precise, well-organized written communication, integrated with substantive law.

LAW 85215 Negotiations, Theory and Practice

3 Credits

This course is designed to provide theoretical knowledge and practical skills essential to being effective negotiators. The focus of this course is on theories of negotiation, including conventional, positional and interest based bargaining. The use of power in negotiation and game theoretic approaches to bargaining is addressed. Through simulated exercises, students develop skills and confidence as negotiators, including an awareness of the psychological encouragements and barriers to consensus.

LAW 85216 Group Leadership, Process and Facilitation

3 Credits

This course explores group dynamics, group theories, and group work as an element of effective leadership. It requires the effective leader to be cognizant of how their group interacts and functions both individually and collectively. A good leader recognizes that many team problems are not the results of individual faults, but instead, unfilled necessary functions within their team framework. Being able to recognize and maintain these necessary functions is a learned skill developed through formal training and education.

LAW 85210 Contract Drafting

3 Credits

Legal drafting is the process of preparing legal documents governing the future behavior of your clients and other parties. This program provides practical training in the contractual aspects of agreements and transactions both written and oral. Topics include: interviewing clients, avoiding ambiguity, using common style and usage, working with definitions, considering legal consequences, understanding document typography and layout, and reviewing and revising based on negotiations. The focus of this course is on drafting contracts and enhancing the skills necessary for effectively writing and organizing these contracts.

LAW 85199 Research Paper

3 Credits

This course allows students to design a graduate research project in law to facilitate focused learning on a topic of interest to the student. The project must be approved by the Faculty Mentor.

LAW 85221 Arbitration

3 Credits

This course is an introduction to arbitration. The course will provide an overview of arbitration and the role of an arbitrator. It will also examine the law, policy, and practice of arbitration. This course will also examine private and court-ordered arbitration. This course will help learners to understand the approach of resolving legal disputes through arbitration and to encourage them to view litigation, not as the norm, but simply as another means of resolving disputes.

MSD 86730- Mediation

3 Credits

This course focuses on fundamental approaches of the mediation process by exploring the various forms and stages of mediation - regardless of style, as well as the communication and strategic skills of effective mediators. Topics include barriers to conflict resolution integrative negotiation, impact of cultural differences on conflict resolution and ethical challenges in mediation.

LAW 85167- Alternative Dispute Resolution

3 Credits

This course surveys the variety of methods for dispute resolution including mediation, negotiation, mini trials, panel evaluations, voluntary arbitration, and the use of special masters. This course will help learners understand a variety of approaches to resolving legal disputes and to encourage them to view litigation, not as the norm, but simply as another means of resolving disputes.

MSD 86715- Communication in Conflict Resolution

3 Credits

This course uses a process view to examine principles and skills of effective communication for managing everyday conflict in interpersonal relationships and a variety of social settings rife with political, economic, gender, cultural and power divides that impair the communication process during conflict resolution or reconciliation. Emphasis is placed on behavioral changes and expression skills necessary for getting through difficult conversations and reaching an agreement.

LAW 85223 Pre-Trial Practice

3 Credits

The objective of this course is to expose students to the entire pre-trial phase of a civil lawsuit beginning with an initial client interview and concluding with a pre-trial settlement. The course focuses on the practical application of the civil rules, decision making and judgment. This will provide students with an opportunity to exercise and test their judgment in a mentored setting and to reflect on and receive feedback about the strategy decisions they make.

MSD 86735 Cultural Diversity**3 Credits**

This course explores a multicultural basis of behavior with an emphasis on social cognitions, social interaction processes and organizational dynamics. The focus of study aims to heighten perception and understanding of effective therapeutic practice including familiarity with the wide range of racial and ethnic backgrounds, gender issues, age, sexual orientation and disabilities. This course guides Learners to focus on one's culture of origin to increase awareness of one's own heritage and to increase one's appreciation of the impact of cultural diversity upon individuals.

LAW 85220 International Commercial Arbitration**3 Credits**

This course will explore the field of international commercial arbitration, which has become the principal method of resolving disputes between individuals, companies, and countries in connection with international trade and investment. The primary focus of this course is to provide students with the necessary analytical tools to develop policy, legal strategy, and practical legal solutions in the resolution of complex disputes within an international commercial arena.

LAW 85225 International Law: Policy and Conflict Resolution**3 Credits**

The central goal of the course is to familiarize students with a broad range of analytical and policy tools to enable them to think and act critically when drafting and implementing policies related to international law. This course will focus on the rules, procedures, institutions and actors that are involved in the development, enforcement and adjudication of public international law. Throughout the course we will pay special attention to evaluating both the logic and evidence supporting various theories on the causes and consequences of international law in the area of policy and conflict resolution.

IB 87517 International Business Law**3 Credits**

This course covers the principles underlying the legal environment of global business identifying the current legal rules and regulations affecting businesses. The approach is patterned after the basic market-entry strategies of most firms as they expand into international markets: trade in goods and services, the protection and licensing of intellectual property rights, and foreign direct investments. It presents insights into new developments and trends that will greatly affect future transactions on a global scale.

LAW 85143 Uniform Commercial Code**3 Credits**

The study of Articles I and II of the Uniform Commercial Code (UCC) related to the sale of goods. Analysis of the law relating to contract formation, enforced and breached when there is a transaction in goods; includes buyers and sellers' remedies and the law of warranty.

LAW 85144 Corporate Taxation**3 Credits**

This course provides an introduction to the taxation of corporations and shareholders, including the tax aspects of corporation formation, distributions, partial and complete liquidations, and divisive and acquisitive reorganizations.

IB 87512 International Economics**3 Credits**

This course covers the principles underlying the legal environment of global business. It also identifies the most critical laws and regulations impacting international businesses. The course will outline the basic market-entry strategies most firms follow as they expand into international markets, with special emphasis on trade in goods and services, the protection and licensing of intellectual property rights, and foreign direct investments. It presents insights into new developments and trends that will affect future global transactions.

IB 87518 International Financial Management**3 Credits**

This course provides a comparative study of the institutional characteristics and internal efficiency of developed and undeveloped capital markets. The role of multilateral institutions, multinational corporations, states, and the structure of trade in the international short and long-term capital flow. It provides the information resources to make intelligent investment decisions.

IB 87516 Global Business Strategic Management**3 Credits**

This course presents a global perspective in dealing with dynamic management issues in both foreign and diverse host environments. Cross-cultural management and competitive strategy are evaluated in the context of global changes—the expanding European Union (EU), the North American Free Trade Agreement (NAFTA), and the rapidly growing economies in Asia—that require new management applications. Real life business cases are used to present course material and provide Learners with decisions that managers of multinational corporations face each day.

LAW 85248 Internet Law**3 Credits**

As the Internet has come to be a communications network for the masses and for commercial activities, legal authorities have gotten more interested in asserting authority over it and the activities of those who use it. This course will provide students exposure to the key legal and policy issues related to cybersecurity, including the legal authorities and obligations of both the government and the private sector with respect to protecting computer systems and networks, as well as the national security aspects of the cyber domain including authorities related to offensive activities in cyberspace. Furthermore, as information technology rapidly shapes our private, public and commercial lives, it also creates some interesting new challenges for the law and its enforcement. In short, cyberspace has the potential to be a legal nightmare.

LAW 85134 Professional Responsibility**3 Credits**

Presents the organization of the legal profession and professional responsibility in practice, forming the attorney-client relationship, advertising, solicitation, group legal plans and services, fiduciary duties and avoiding conflicts of interests.

NS 1107 Environmental Science**3 Credits**

This course provides an overview of earth environments (physical, geological, hydrologic, atmospheric, and biological) and their interactions; modifications (use and misuse) of the physical environment; current environmental issues. Learners will gain an awareness of the importance of Earth's systems in sustaining our daily lives, plus the scientific foundation and tools needed to apply critical thought to contemporary environmental issues.

LAW 85157 Environmental Law**3 Credits**

This course will examine broad themes in several distinct areas of federal environmental law. The course will emphasize the legal framework for environmental protection as it has evolved in the United States, including a study of administrative law.

LAW 85126 Property Law: Land Use**3 Credits**

This course emphasizes the control of land use through private and public means, private land-use arrangements, a comparative study of servitudes, judicial zoning, legislative zoning, and the problem of regulatory takings.

MSDR COURSE DESCRIPTIONS**CAP 86700 MSL and MS DR Capstone****3 Credits**

The graduate capstone course is designed to be a culminating educational experience. It is an integrated learning opportunity that allows the learner to demonstrate they have achieved a level of academic and practical knowledge relative to the skills and discipline required of an effective and efficient professional. The project is individualized based on the Learner's specific concentration and interest and provides an opportunity to demonstrate achievement of the program learning outcomes.

MSD 86705 American Legal Process and Writing**3 Credits**

Learners will gain an appreciation for the legal method of writing and advocacy through an examination of the court system, substantive law as well as techniques for briefing, synthesizing analyzing cases, and of advocacy. This course provides a basis for the development of clear, precise, wellorganized legal writing and basic research skills.

MSD 86715 Communication in Conflict Resolution**3 Credits**

This course uses a process view to examine principles and skills of effective communication for managing everyday conflict in interpersonal relationships and a variety of social settings rife with political, economic, gender, cultural and power divides that impair the communication process during conflict resolution or reconciliation. Emphasis is placed on behavioral changes and expression skills necessary for getting through difficult conversations and reaching an agreement.

MSD 86720 Purposeful Interviewing**3 Credits**

This course introduces the learner to the basic skills of solution-building and problem-solving during interviewing including models for interviewing in various situations and the effect of professional values and human diversity during the interviewing process. Topics such as determining and amplifying client goals, formulating feedback to clients, exploring for exceptions, while measuring client progress will be covered.

MSD 86725 Strategies and Ethics in Negotiations**3 Credits**

This course will cover theories and models of effective negotiation practices that cover the four stages of negotiating process, bargaining skills and the influence of culture and gender. It will include how to gain leverage and form a strategy that leads to successful negotiation.

MSD 86730 Mediation**3 Credits**

This course focuses on fundamental approaches of the mediation process by exploring the various forms and stages of mediation - regardless of style, as well as the communication and strategic skills of effective mediators. Topics include barriers to conflict resolution integrative negotiation, impact of cultural differences on conflict resolution and ethical challenges in mediation.

MSD 86735 Cultural Diversity**3 Credits**

This course explores a multicultural basis of behavior with an emphasis on social cognitions, social interaction processes and organizational dynamics. The focus of study aims to heighten perception and understanding of effective therapeutic practice including familiarity with the wide range of racial and ethnic backgrounds, gender issues, age, sexual orientation and disabilities. This course guides Learners to focus on one's culture of origin to increase awareness of one's own heritage and to increase one's appreciation of the impact of cultural diversity upon individuals.

LAW 85216 Group Leadership, Process and Facilitation**3 Credits**

This course explores group dynamics, group theories, and group work as an element of effective leadership. It requires the effective leader to be cognizant of how their group interacts and functions both individually and collectively. A good leader recognizes that many team problems are not the results of individual faults, but instead, unfilled necessary functions within their team framework. Being able to recognize and maintain these necessary functions is a learned skill developed through formal training and education.

LAW 85167 Alternative Dispute Resolution**3 Credits**

This course surveys the variety of methods for dispute resolution including mediation, negotiation, mini trials, panel evaluations, voluntary arbitration, and the use of special masters. This course will help learners understand a variety of approaches to resolving legal disputes and to encourage them to view litigation, not as the norm, but simply as another means of resolving disputes.

LAW 85221 Arbitration**3 Credits**

This course is an introduction to arbitration. The course will provide an overview of arbitration and the role of an arbitrator. It will also examine the law, policy, and practice of arbitration. This course will also examine private and court-ordered arbitration. This course will help learners to understand the approach of resolving legal disputes through arbitration and to encourage them to view litigation, not as the norm, but simply as another means of resolving disputes.

MSD 86750 Family Law Disputes**3 Credits**

This course examines the laws relating to marriage and the creation of a family, separation, and the dissolution of marriage. Disputes relating to community property and parental rights, child custody, dependency and neglect actions, among other miscellaneous family law issues will be addressed.

MSD 86760 Managing Workplace Conflict**3 Credits**

This course focuses on the development of practical skills for managing and resolving conflict in the workplace. Emphasis is placed on interpersonal communication skills for managers and employees, barriers to integrative negotiation in organizations, and the impact of cultural differences on conflict resolution at the workplace.

LAW 85225 International Law: Policy and Conflict Resolution**3 Credits**

The central goal of the course is to familiarize students with a broad range of analytical and policy tools to enable them to think and act critically when drafting and implementing policies related to international law. This course will focus on the rules, procedures, institutions and actors that are involved in the development, enforcement and adjudication of public international law. Throughout the course we will pay special attention to evaluating both the logic and evidence supporting various theories on the causes and consequences of international law in the area of policy and conflict resolution.

LAW 85171 Real Estate Transactions**3 Credits**

This course covers the basic elements of real estate transactions, using the residential transaction as a vehicle for exposing the fundamentals of and disputes inherent in real estate conveyancing, title assurance, and secured financing. Also addressed are the basics of commercial real estate transactions.

MSD 86755 Immigration Law**3 Credits**

Policy and Disputes: This course surveys major topics in U.S. immigration law to include the statutory, historical, and procedural foundations of U.S. immigration law and policy. It explores the process for enforcing U.S. immigration policies including the role of the judiciary and federal power, admissions, citizenship, removal, refugees, political asylum and issues of national security.

MSL 86350 Business Associations**3 Credits**

Introduces the learner to the principles of business associations, including partnerships, limited liability companies, and corporations, legal issues surrounding formation, financing, and control of corporations. Consideration is given to corporate powers, the powers and duties of directors, officers, and shareholder rights; problems relating to consolidation, merger, and dissolution.

LAW 85121 Civil Procedure**3 Credits**

A study of common law civil procedure and its modern development including an overview of procedure. Emphasis is on jurisdiction and remedies.

MSD 86755 Immigration Law: Policy and Disputes**3 Credits**

This course surveys major topics in U.S. immigration law to include the statutory, historical, and procedural foundations of U.S. immigration law and policy. It explores the process for enforcing U.S. immigration policies including the role of the judiciary and federal power, admissions, citizenship, removal, refugees, political asylum and issues of national security.

LAW 85220 International Commercial Arbitration**3 Credits**

This course will explore the field of international commercial arbitration, which has become the principal method of resolving disputes between individuals, companies, and countries in connection with international trade and investment. The primary focus of this course is to provide students with the necessary analytical tools to develop policy, legal strategy, and practical legal solutions in the resolution of complex disputes within an international commercial arena.

MSL COURSE DESCRIPTIONS**CAP 86700 MSL and MS DR Capstone****3 Credits**

The graduate capstone course is designed to be a culminating educational experience. It is an integrated learning opportunity that allows the learner to demonstrate they have achieved a level of academic and practical knowledge relative to the skills and discipline required of an effective and efficient professional. The project is individualized based on the Learner's specific concentration and interest and provides an opportunity to demonstrate achievement of the program learning outcomes.

MSL 86100 Criminal Law and Procedure**3 Credits**

This course examines the structure and function of criminal law and criminal procedure. Focus is placed on crimes against the person and property including homicide, battery, assault, theft crimes, inchoate crimes and their ensuing defenses. The procedural portion of the course surveys the criminal justice system with emphasis on the Fourth, Fifth, and Sixth Amendments to the United States Constitution including topics such as searches, seizures, interrogation, line-ups, and double jeopardy.

MSL 86150 Contracts**3 Credits**

This course surveys the basic principles of contracts. It includes elements of a contract and enforceability issues, such as consideration, reliance, restitution, and reformation. Issues related to bargaining, including capacity, unfairness, and unconscionability are considered, as is the need for a writing. Remedies are studied, including specific performance, limitations on damages, and liquidated damages.

MSL 86200 Torts**3 Credits**

This course examines laws relating to civil liability for intentional and negligent wrongs. Emphasis will be placed on the development of liability, intentional interference with person or property, privileges, negligence, causation in fact, proximate or legal cause, joint tortfeasors, strict and vicarious liability, product liability, nuisance, defamation, privacy, and civil rights.

MSL 86250 Property**3 Credits**

This course surveys the law of property, including first and subsequent possession, the system of estates, leaseholds, transfers of land, control of land use through private and public means, private land use arrangements, a comparative study of servitudes, judicial zoning, legislative zoning, and the problem of regulatory takings.

MSL 86300 Constitutional Law**3 Credits**

This course examines the United States Constitution with an emphasis on the role of the Supreme Court, the powers of Congress, the distribution of national powers, equal protection, implied fundamental rights, freedom of expression, religion, economic liberties, the contracts and taking clauses, and the problem of private power.

MSL 86350 Business Associations**3 Credits**

This course introduces the Learner to the principles of business organizations, including partnerships, limited liability companies, and corporations, legal issues surrounding formation, financing, and control of corporations. Consideration is given to corporate powers, the powers and duties of directors, officers, and shareholder rights; problems relating to consolidation, merger, and dissolution.

MSL 86400 Legal Ethics**3 Credits**

This course presents fundamental ethical issues encountered in business and legal working environments. It examines legal ethics and business ethics in theory and practice with a focus on topics such as the unauthorized practice of law, the attorney-client relationship, fiduciary duties, disclosure of information, conflicts of interest, fees, workforce discrimination and corporate responsibility.

MSL 86450 Wills, Trusts, and Estates**3 Credits**

This course surveys the law relating to the creation of wills and trusts, creation of the trust relationship, charitable trusts, resulting trusts, constructive trusts, the power and duties of the trustee, alteration and termination of the trust, probate of wills, and administration of estates.

MSL 86500 Domestic Relations**3 Credits**

This course examines the laws relating to marriage and the creation of a family, separation, and the dissolution of marriage. Community property and other miscellaneous family law issues will be addressed at the end of the course.

MSL 86550 Immigration Law**3 Credits**

This course surveys major topics in U.S. immigration law to include the statutory, historical, and procedural foundations of U.S. immigration law and policy. It explores the process for enforcing U.S. immigration policies including the role of the judiciary and federal power, admissions, citizenship, removal, refugees, political asylum and issues of national security.

MSL 86600 International Law**3 Credits**

This course provides a comprehensive and up-to-date survey of public international law with emphasis on the fundamental history and structure of international law and the interface of international law and national law. Special attention is paid to human rights, the law of the sea, and international environmental law.

MSL 86650 Intellectual Property**3 Credits**

This course surveys intellectual property law, including the law of patents, copyright, and trademark. The course explains and examines the often complicated law which protects and preserves new ideas and outlines how intellectual property rights allow rights owners to prevent others from misappropriating their creations.

JD COURSE DESCRIPTIONS**LAW 5101 Introduction to Law****1 Credit**

This course presents the beginning law student with an overview of the structure and operation of the United States' legal system and provides him or her with the opportunity to examine the methodology and reasoning utilized by the courts. The student is introduced to legal reasoning and analysis and to "thinking like a lawyer."

LAW 5110A Torts I**3 Credits**

This course examines the laws relating to civil liability for intentional and negligent wrongs. Emphasis will be placed on the development of liability, intentional interference with person or property, privileges, negligence, causation in fact, proximate or legal cause, joint tortfeasors, and legal duty.

LAW 5110B Torts II**5 Credits****Prerequisite: LAW 5113A**

This course examines the laws relating to civil liability for intentional and negligent wrongs. Emphasis will be placed on the defenses which can be raised, strict and vicarious liability, product liability, nuisance, defamation, privacy, and civil rights.

LAW 5111A Contracts I**3 Credits**

This course covers the basic principles of contracts. It includes elements of a contract, and enforceability issues including consideration, reliance, restitution and reformation. Issues related to bargaining, including capacity, unfairness, and unconscionability are considered, as are the need for a writing. Remedies are studied, including specific performance, limitations on damages, and liquidated damages.

LAW 5111B Contracts II**4 Credits****Prerequisite: LAW 5111A**

This course continues the study of the common law of contracts. Because of the importance of the Uniform Commercial Code to commercial enterprise and because of its complexity, California Southern University dedicates an entire course to it, LAW 5143 Uniform Commercial Code. The contracts courses refer to the UCC where appropriate, but it is not a primary focus of these courses.

LAW 5115 Criminal Law**4 Credits**

This course examines the structure and function of criminal law. Emphasis is placed on crimes against the person, against the habitation, and against property, including such crimes as homicide, assault, battery, abduction, rape, kidnapping, burglary, arson, larceny, robbery, embezzlement, forgery, and counterfeiting. Also considered are imputability, responsibility and special defenses.

LAW 5116 Criminal Procedure**4 Credits**

This course emphasizes the application of the Fourth, Fifth, and Sixth Amendments to the United States Constitution to state criminal proceedings as developed through the due process clause of the Fourteenth Amendment. Also covered are the exclusionary rules, arrest, search and seizure, identification of suspects, bail, the right to counsel, and the right to a jury trial.

LAW 5117 Legal Research**4 Credits****Prerequisites: LAW 5101 / LAW 5120A/B**

This course introduces the theory and practice of legal research through library exercises and writing assignments. Emphasis is placed on the development of practical research skills through the use of all major types of research materials available to the legal practitioner.

LAW 5120A Legal Writing I**2 Credits****Prerequisite: LAW 5101**

This course teaches the classic elements of a legal decision: Issue, Rule, Application and Conclusion and demonstrates the importance and use of each element. Learners move from recognizing these elements in cases they read to identifying them in fact patterns and developing their own case analysis relying on these elements. Clear, articulate written communication is a key to successful communication in a legal setting. Clear thinking is only effective when it is accompanied by clear writing; a thought or idea is meaningful only when it is communicated clearly and directly to another. Thus, this course guides the student to the development of clear, precise, well-organized written communication, integrated with substantive law.

LAW 5120B Legal Writing II**2 Credits****Prerequisite: LAW 5120A**

This course continues Legal Writing I and is designed to provide the practical guidance and experience in applying law to facts, needed both in writing essay exams for school substantive courses, for bar exams, and for the practice of law. Emphasis will be placed on creating a workable law-fact outline and on integrating law and facts into an analytical sentence. This course strives to provide the Learner with specific techniques and strategies for accomplishing these goals.

LAW 5121 Civil Procedure**4 Credits**

This course studies common law civil procedure and its modern development including federal and California rules of civil procedure. Emphasis is on jurisdiction and remedies.

LAW 5123 Constitutional Law**4 Credits**

This course examines the United States Constitution with an emphasis on the role of the Supreme Court, the powers of Congress, the distribution of national powers, economic rights and state action.

LAW 5124 Constitutional Law II**4 Credits****Prerequisite: LAW 5123**

This course continues the examination of the Constitution of the United States of America. Emphasis is placed on equal protection and substantive due process, implied fundamental rights, and the first amendment.

LAW 5125 Property I**4 Credits**

This course analyzes the law of real property, including first and subsequent possession, the system of estates, leaseholds, and transfers of land.

LAW 5126 Property II**4 Credits****Prerequisite: LAW 5125**

This course emphasizes the control of land use through private and public means, private land-use arrangements, a comparative study of servitudes, judicial zoning, legislative zoning, and the problem of regulatory takings.

LAW 5131 Wills, Trusts, and Estates**4 Credits**

This course relates to the creation of wills and trusts, creation of the trust relationship, charitable trusts, resulting trusts constructive trusts, the power and duties of the trustee, alteration and termination of the trust, probate of wills, and administration of estates.

LAW 5132 Community Property**4 Credits**

This course classifies property with the differentiation of separate and community property, the management and control of the community, debt and tort liability, and distribution upon dissolution of the community.

EDU 87805 Doctoral Comprehensive Examination**1 Credit**

The course provides an opportunity to evaluate the academic and professional competencies of Learners. At the end of your coursework and prior to beginning your doctoral project you must successfully complete a comprehensive exam. Learners are given three opportunities to pass the examination in order to continue in the program.

LAW 5133 Business Associations**4 Credits**

This course introduces the principles of business organizations, including partnerships, limited liability companies, and corporations. Agency is addressed, as well as legal issues surrounding formation, financing, and control of corporations. Detailed consideration is given to the fiduciary obligations of partners, rights of partners in management, corporate powers, the powers and duties of directors and officers, shareholder rights, and problems relating to consolidation, merger and dissolution.

LAW 5134 Professional Responsibility**4 Credits**

This course covers the organization of the legal profession and professional responsibility in practice, forming the attorney-client relationship, advertising, solicitation, group legal plans and services, fiduciary duties, and avoiding conflicts of interest.

LAW 5135 Evidence**4 Credits**

This course covers the common law, federal rules of evidence, and California law as it relates to the admission and the exclusion of evidence and its reliability on the basis of logic and policy. Special attention is paid to relevancy, real proof, testimonial proof, and hearsay.

LAW 5141 Remedies**4 Credits**

This course offers a study of legal and equitable remedies, including general principles and the historical background of modern remedies, law of damages, unjust enrichment, restitutionary remedies, and remedies in context.

LAW 5142 Federal Income Taxation**4 Credits**

This course introduces the fundamentals of federal income taxation. The materials covered will include the constitutional bases of income taxation, sources of federal tax law and use of tax research materials, identification of income subject to taxation, identification of the taxpayer liable for the tax, and deductions in determining taxable income. Learners will become familiar with the Internal Revenue Code as the fundamental source of federal tax law and develop the skills necessary for work with the Internal Revenue Code.

LAW 5143 Uniform Commercial Code**4 Credits**

This course studies Articles I and II of the Uniform Commercial Code (UCC) related to the sale of goods. The course analyzes the law relating to contract formation, enforcement, and breach when there is a transaction in goods, including buyer's and seller's remedies and the law of warranty.

LAW 5144 Corporate Taxation**4 Credits****Prerequisite: LAW 5142**

This course provides an introduction to the taxation of corporations and shareholders, including the tax aspects of corporate formation, distributions, partial and complete liquidations, and divisive and acquisitive reorganizations.

LAW 5157 Environmental Law**4 Credits**

This course focuses on the law of toxic and hazardous waste disposal and cleanup, and private causes of action for injuries suffered through environmental exposures through case analysis. The course will also cover current legal problems surrounding the vast areas of environmental law.

LAW 5158 Domestic Relations**4 Credits**

This course studies the laws relating to marriage and the creation of a family, separation and the dissolution of marriage. This course is recommended for Learners who would like to specialize in family law.

LAW 5167 Alternative Dispute Resolution**4 Credits**

This course surveys the variety of methods for dispute resolution including mediation, negotiation, mini trials, panel evaluations, voluntary arbitration, and the use of special masters. The course will help Learners understand a variety of approaches to resolving legal disputes and to encourage them to view litigation, not as the norm, but simply as another means of resolving disputes.

LAW 5171 Real Estate Transactions**4 Credits**

This course covers the basic elements of real estate transactions, using the residential transaction as a vehicle for exposing the fundamentals of real estate conveyancing, title assurance, secured financing and federal income taxation. Also addressed are commercial real estate transactions, financing and leasing techniques and current issues related to distressed properties and environmental regulation.

LAW 5198 Legal Externship**3-4 Credits Prerequisites: LAW 5120A/B, LAW 5117 and LAW 5121**

This course offers the Learner the opportunity to obtain practical experience in a legal setting (e.g., judicial clerkship, law office, public interest organization, government entity). The Learner is responsible for arranging his/her externship, subject to approval by the Externship Coordinator. Course can be repeated once.

LAW 5199 Research Project**1-4 Credits**

This course allows Learners to design a graduate research project in law to facilitate focused learning on a topic of interest to the Learner. The project must be approved by the dean.

School of Nursing

UNDERGRADUATE COURSE DESCRIPTIONS

NS 1106 Health and Nutrition**3 Credits****Prerequisite: None**

This course gives an overview of the personal responsibility of health for a lifetime of physical, psychological, emotional and social well-being. An important theme is prevention. It discusses the necessary skills you need, the habits you form, the choices you make, the ways you live day by day to shape your health and your future.

MATH 1305 Statistics for the Behavioral Sciences**3 Credits****Prerequisite: None**

This course introduces the Learner to the basic design methodologies and statistical techniques used in behavioral sciences. Some of the topics considered are mixed and correlation designs, analysis of variance and data collection procedures. These topics are divided into two parts: descriptive statistics and inferential statistics.

ENG 1406 Professional and Technical Writing**3 Credits****Prerequisite: ENG 1102**

The course prepares Learners for their professional lives in scientific, technical, or public service fields by helping them organize their knowledge while exploring ways of applying it, thus developing their professional expertise. A variety of media and formats will be studied, including websites, emails, proposals, memos, and instructions.

NUR 2300 Professional Nursing Role Transition**3 Credits**

This course examines the professional aspects of nursing.

The historical, current practice and future trends in nursing are examined as well as the professional, philosophical, educational, ethical and legal aspects of nursing.

Evidencebased practice, critical thinking and nursing informatics are also aspects that are examined. Nursing knowledge and the developing professional practice are investigated and compared to the student's current practice.

NUR 2302**Theoretical Foundations and Professional Values in Nursing****3 Credits**

This course introduces learners to nursing theory as a foundation for nursing practice and research. Theory development and utilization in all areas of nursing is examined as well as the importance of theory in professional nursing. The role of professional values in nursing practice is also reviewed.

NUR 2304 Collaborative Strategies for Nursing**3 Credits**

The course examines collaborative strategies and working with interdisciplinary teams in nursing within the healthcare arena. Various areas of healthcare are explored for the importance of interdisciplinary practice and ways to enhance the team approach for patient and family care.

Learners will apply strategies to improve interdisciplinary practice as well as address practice issues in ancillary services, marketing, legal and management areas.

NUR 2306 Informatics for Nursing and Healthcare**3 Credits**

This course provides the Learner with the fundamentals of informatics in nursing and health care. The course will emphasize the history of healthcare informatics, current issues, basic informatics concepts, and health information management applications. Topics such as data mining, bioinformatics, and system development will also be explored. Learners will be able to apply principles to use of the electronic medical record and informatics principles in their practice situations.

NUR 2308 Lifespan Health Promotion in Nursing**3 Credits**

This course explores the needs of individuals, families and the community for healthcare through the lifespan. The course addresses health problems over the lifespan and the impact of illness on the family and community. Learners correlate normal growth and development with care of individuals and families throughout the lifespan while promoting healthy lifestyle strategies.

There is a focus on current issues in the health care system as they relate to health promotion in populations and the need for an emphasis on health promotion, maintenance, and restoration. The need for nurses to provide care to individuals in a variety of settings throughout the lifespan is explored.

NUR 2310 Pathopharmacology**3 Credits**

This course focuses on principles of normal and abnormal physiology with integrated pharmacological principles applied to health care and nursing practice. The course will emphasize the pathophysiology of selected body systems and will include pharmacological interventions used to treat those conditions. Medication safety and anticipated and unanticipated side effects of medications will also be reviewed.

Learners will be able to apply the pathopharmacologic principles as they care for more complex patients in their practice.

NUR 2400 Introduction to Nursing Leadership and Management**3 Credits**

This course provides an introduction to the concepts of nursing leadership, management and professional development as a nurse leader. In this course, students will explore and analyze the role of the nurse as leader and manager with a focus on improving patient and overall health care outcomes. This course will provide beginning nurse leaders with the tools to transition into a leadership role within a healthcare organization.

NUR 2402 Policy, Law and Ethics in Healthcare**3 Credits**

This course presents an overview of the legal, policy and ethical issues facing nurses and other healthcare providers. It provides Learners with an understanding of professional standards and issues that may arise in healthcare. The emphasis will be on the ability to analyze policy, legal and ethical issues through timely discussions and informative research along with application of these principles in practice situations.

NUR 2404 Physical Assessment**3 Credits**

This course focuses on the application of critical thinking and reasoning in the assessment of the health status of individuals. The emphasis is on the systematic approach to a comprehensive health history and physical examination for differentiating normal from abnormal states. A holistic approach which includes the assessment of the physical, developmental, psychosocial, cultural and spiritual dimensions will be used as well as inclusion of health promotion and the evaluation of special populations. Learners will also have the ability to practice documentation of the assessment findings.

NUR 2406 Community and Population Health Nursing (practicum)**3 Credits**

This course focuses on the conceptualization of family, groups and community as units of care. Emphasis is placed on the community assessment process and the development of strategies to assist populations throughout the life-span. This course will look at the strategic issues underlying community and population health including utilization of community agencies and complex organizations. Learners will also explore variables such as culture and the environment as influences in providing interventions. Learners will have a practicum to apply learned community health principles during this course.

NUR 2408 Nursing Research and Evidence Based Practice**3 Credits**

This course introduces evidence based research in nursing. The focus is on results from valid studies, which are reviewed for applicable implementation into practice. Research concepts, ethical issues, methods needed for systematic investigation, introduction to data collection, analysis and interpretation and expansion of nursing knowledge are examined. Critical appraisal of research is emphasized with a focus on analyzing the integration of research findings into the practice setting and planning for the final capstone project.

NUR 2312 Cultural Care in Nursing Practice**3 Credits**

This course focuses on how diversity plays a central role in healthcare and how cultural values and public policy influence interactions with patients and families. A review of cultural diversity in this course will be based on the categories of religion, age, geography, language, class, race, ethnicity, gender, and sexual orientation. Learners will be able to analyze and review situations involving cultural diversity and how they can better respond to such situations in their own practice.

NUR 2314 Teaching and Learning in Nursing**3 Credits**

This course provides an overview of important educational concepts for health professionals when teaching individuals or programs in nursing. The course reviews teaching and learning strategies and techniques, learner characteristics, learning styles, and the evaluation of teaching and learning of students, patients and families. Learners will be able to apply concepts of teaching and learning to situations in their practice setting or to teaching a subject to fellow Learners.

NUR 2410 Quality Management in Nursing and Healthcare**3 Credits**

This course examines the importance of quality patientcentered care and the importance of quality in nursing education and for professional development. The critical role that nurses play in health care delivery is reviewed and the five core competencies for health professions as determined by the Institute of Medicine (IOM) are analyzed. Learners will apply the concepts that are examined within written assignments that examine applications in the clinical setting.

NUR 2412 Gerontology Nursing**3 Credits**

This course provides the student with the foundation for nursing practice with the older adult client. The physical and psychosocial changes associated with aging will be examined including adaptive behaviors in the normal aging person. Health, socialization and financial and legal considerations of the aging client, as well as cultural needs and interaction with the healthcare system will be discussed. The need for multidisciplinary interaction with the aging client will be evaluated. Learners will examine the common concerns of an aging population that they may encounter and analyze ways to address these concerns within a practice situation.

NUR 2414 Complementary and Alternative Therapies in Healthcare**3 Credits**

This course examines the use of complementary and alternative medicine (CAM) by patients and families, including the social, political and cultural issues that influence use. Learners will examine use of CAM therapies in health and illness and various practitioners that advocate or reject their use. Information on the efficacy of these methods will also be examined. Learners will also discuss the cultural basis for these therapies and a cultural approach to utilize with these patients and families.

BUS 2414 Business Communications**3 Credits**

This course is a detailed study and application of various types of oral and written communication used in business. The goal of this course is to teach Learners to communicate in a clear, courteous, concise, and correct manner on both a personal and professional levels. It examines the role of communication in the organization. Topics include: technologies that enhance communication effectiveness, international considerations, presentation and written skills, and written forms of communication.

LDR 2125 Leadership Communications**3 Credits**

The ability to communicate effectively is probably the single most important trait a leader, supervisor, or manager can possess. This course is organized around the characteristics and concepts for developing the communication capabilities needed to be a transformational leader. The student investigates the core communication capabilities in strategy, speaking, media, and writing skills. Plus, the student learns how to communicate effectively with diverse audiences, understand cultural differences, conduct productive meetings, manage global teams, create and communicate visions, lead change initiatives, and foster external relationships.

LDR 2490 Nonverbal Communications in Leadership**3 Credits**

Research studies have shown that between sixty-five and ninety-three percent of in-person communication involves nonverbal messages. It is paramount that good leaders understand how to both interpret and send the proper nonverbal cues to their listening audience. This course focuses on the important characteristics of nonverbal communications, such as the basics of nonverbal communications, how to properly send and receive nonverbal information, the impact of personal territory and space, projecting the proper physical characteristics, effective vocal cues, and the use of nonverbal communications on a daily basis.

CAP 2402 BSN Capstone**3 Credits****Prerequisite: Successful completion of all BSN coursework**

This capstone project is the culminating endeavor of Learners who earn an undergraduate degree from California Southern University. The project provides Learners with the opportunity to explore a problem or issue of particular personal or professional interest in their field. It allows Learners to demonstrate their ability to synthesize and apply the theoretical and evidence-based knowledge and skills acquired to clinical or nursing situations or problems. The final project should affirm Learners' ability to think critically and creatively, to influence or solve practice problems, to make reasoned and ethical decisions, to communicate effectively and to demonstrate mastery and application of learned concepts.

PSY 2306 Foundations of Addictions**3 Credits**

This core course is designed to provide an introduction to the fundamentals of the addictions field. Emphasis is placed on the roles and responsibilities of the addictions counselor, history and theories of addiction, current interventions techniques, an overview of various drug groups and the exploration of the prevention and treatment continuum.

PSY 2307 Physiology and Pharmacology of Substance Abuse**3 Credits**

This course explores the physiology and pharmacology of substances of abuse and dependency and further examines the effects of psychopharmacological chemicals on human physiology.

Emphasis in the course is on the identification and management of substances of abuse and dependency. Interactive work is stressed throughout the course.

PSY 2308 Counseling and Treatment of the Chemically Dependent**3 Credits**

This course provides a summary of addiction counseling based on practical application of both theory and research. Exploration of the techniques and approaches to addiction counseling that are grounded in research will be investigated.

PSY 2409 Marriage and Family**3 Credits**

This course examines the historical development and changing trends facing families and marriages. The focus of study is on the exploration of families and marriages as dynamic systems, social organizations, and as social institutions. Areas of study will include the family life course, socialization within families, gender roles, parent-child relations, multicultural factors, sexual orientation and non-traditional families. The various schools of family therapy and the legal/ethical aspects of counseling will be explored.

PSY 2312 Group Treatment of Addiction**3 Credits**

This course explores the practical and theoretical concepts of group dynamics and group counseling. Examination of groups used in various components of substance abuse treatment. Interactive work is stressed throughout the course.

PSY 2313 Families and Addiction**3 Credits**

This course will examine the major schools, techniques and principles of family therapy. Exploration of the impact of addiction on the entire family and integration of family therapy models in the treatment of addiction and the family. Interactive work is stressed throughout the course.

PSY 2314 AIDS and Chemical Dependency**3 Credits**

This course explores the history and origins of HIV/AIDS and examines the health and behavioral issues related to the treatment of addiction including the transmission and prevention of HIV/AIDS and other infectious diseases. Interactive work is stressed throughout the course.

LDR 2125 Leadership Communications**3 Credits**

The ability to communicate effectively is probably the single most important trait a leader, supervisor, or manager can possess. This course is organized around the characteristics and concepts for developing the communication capabilities needed to be a transformational leader. The student investigates the core communication capabilities in strategy, speaking, media, and writing skills. Plus, the student learns how to communicate effectively with diverse audiences, understand cultural differences, conduct productive meetings, manage global teams, create and communicate visions, lead change initiatives, and foster external relationships.

PSY 2309 Ethical and Professional Issues in Chemical Dependency**3 Credits**

This course will provide the ethical foundations needed to assist the counselor in exploring complex ethical dilemmas in the field of counseling, and in particular, addiction counseling. Exploration of common ethical dilemmas will be examined and guidelines for addressing these dilemmas will also be addressed.

GRADUATE COURSE DESCRIPTIONS

NUR 86500 Theoretical Foundations and Current Trends in Advanced Nursing Practice **3 Credits**

This course explores nursing theory as a foundation for nursing practice for the nurse engaged in more advanced practice. Theory development and utilization in all areas of nursing is examined as well as the importance of various theories in professional nursing practice.

Current trends in professional nursing will also be examined regarding various aspects of the nursing role.

NUR 86502 Advanced Pathopharmacology **3 Credits**

This course focuses on the application of critical thinking and clinical reasoning in the administration of medications based on patient's pathophysiology. The emphasis of the course is on distinguishing the actions and side effects of medications that are both anticipated and unanticipated applied to the pathophysiology of the disease being treated. Topics to be covered include the pathophysiology of disease, medications that affect these conditions and how lifestyle, age and culture influence medication use and the disease process. Learners will apply these concepts to patients with pathophysiologic conditions and their need for various medications for their conditions.

NUR 86504 Advanced Health Assessment **3 Credits**

This course examines systematic history taking, interviewing, and other core assessment skills, as well as correct performance of the physical examination needed by Learners moving into a more advanced practice nursing role. A holistic approach is used that includes the assessment of the physical, developmental, psychosocial, cultural and spiritual dimensions and includes health promotion and disease prevention. There is a review of relevant anatomy and physiology along with examples of examination techniques and corresponding written documentation of the assessment. Learners will be able to practice history and exam techniques with virtual patients and will show mastery of skills via a video demonstration at the end of the course.

NUR 86506 Population Health and Health Promotion across Cultures **3 Credits**

This course explores the sociocultural, environmental and economic health needs of various populations, including assessment of epidemiology, worldview and health literacy. Various aspects of health and health promotion are analyzed including the impact of infectious disease, nutrition, reproductive issues, communication, unintentional injury, disease and aging. A review of planning and managing health promotion programs and health systems that meet global populations and cultural needs will be examined.

NUR 86508 Ethics, Policy, and Finance in the Healthcare System **3 Credits**

This course presents an overview of the financial, policy and ethical issues that advanced practice nurses and other health care providers may face during their practice in the healthcare arena. It provides Learners with a review of professional standards and issues that may arise in healthcare including ethical dilemmas in care, financial considerations and policy decisions that may influence the provision of healthcare across populations. The ability to analyze policy, financial and ethical decisions through timely discussions and informative research along with application of relevant policy, finance, and ethical decisions in practice situations is emphasized.

NUR 86510 Research and Analytic Approaches to Advanced Evidence-Based Practice **3 Credits**

This course examines the research process and demonstrate how this systematic framework relates to evidence-based practice. Learners will develop skills in studying and critically appraising published research as well as developing quantitative or qualitative research including the research question, review of literature, methodology and evaluation of the applicability of research findings to clinical practice. Statistical methods, including rationales for use and procedures to analyze research findings are covered. Included in the course is management of data, how to "clean" data, and how to work around missing data.

NUR 86520 Advanced Nursing Leadership **3 Credits**

This course focuses on responsibilities of nurses in the leadership and management roles in the practice of professional nursing in a more advanced role. Topics covered includes clinical decision-making, technology to improve patient outcomes, and leadership and management practice in inter-professional healthcare delivery. Learners will be able to analyze various role requirements in management situations through discussion and case studies. Learners will also examine principles of leadership change, health organizations and systems, technology to improve population-based care, critical thinking principles to improve patient outcomes, clinical decision-making using evidence-based practice, and interprofessional healthcare delivery.

Telehealth and the impacts of the Affordable Care Act will also be included as they impact the leadership role.

NUR 86525 Management of Issues in Healthcare **3 Credits**

This course addresses the key topics in health care policy and management, presenting evidence-based views of current issues by integrating evidence to explain the current conditions and present support for needed change. The Learners will be able to analyze various settings and evaluate implementation of health policy, including the impact of the Affordable Care Act, particularly on Medicare, Medicaid, and large and small group insurance markets. Topics covered will also include nursing, disease management, mental health, women's health, children's health, and care for the homeless.

NUR 86530 Healthcare Policy**3 Credits**

This course explores the health policy process from agenda setting through policy and program evaluation. The course will include the impact of social media, economics, theory, finance and active participation on current health policy, political action and policy making. Topics covered include inter-professional practice, education, and research and the Affordable Care Act and other laws that affect the health care of consumers and the organization of the health care system.

NUR 85535 Healthcare Finance and Financial Management**3 Credits**

This course explores the financial topics all nurse managers need to know and use including how financial management fits into the healthcare organization. Topics include accounting principles, cost analysis, planning and control management of the organization's financial resources, and the use of management tools as well as current issues including healthcare reform, quality financing, budgeting for performance, benchmarking and costing of nursing services.

NUR 86536 Organizational Behavior in Healthcare**3 Credits**

This course provides advanced theories and techniques of organizational development focusing on information regarding the design, management and control of organizational development programs in business. The public sector and social services organizations are summarized.

NUR 86540 Roles and Responsibilities of the Nursing Educator**3 Credits**

Today's healthcare environment demands that practice be based on evidence, so the educational process should also be based on best practice and evidence. This course is designed to provide potential and current nursing faculty with the tools and knowledge they need to achieve highly successful outcomes for teaching nursing students and staff. The role of nursing faculty and not just the educational process will be discussed, including examples of best practices within nursing education. Topics included in the course cover the role of the nurse educator when using social media and informatics, different types of classroom and student involvement, new innovations in online education and simulation education. Nurse educator competencies will also be discussed.

NUR 86542**Innovative Teaching and Learning Strategies in Nursing****3 Credits**

This course explores innovative instructional methods and teaching strategies that can be utilized in nursing education. In this course, students will develop theoretically-based, teaching/learning strategies focused on individual learner needs within classroom and clinical learning environments. Different styles of learning, diversity in the classroom and critical thinking are covered as well as creative and innovative strategies and techniques with discussion on simulation in the classroom. Specific examples and suggestions for how to implement teaching strategies, how to identify types of learners as well as how to predict potential issues or challenges with each strategy are also identified. Learners discuss specific teaching-learning strategies for traditional classroom settings, the clinical arena, and through the use of technology for both web-based and virtual simulation.

NUR 86544 Foundations of Nursing Education**3 Credits**

This course explores teaching and learning in nursing education including assessment and evaluation, curriculum development, using technology, teaching in simulation, learning lab and online courses, models for clinical teaching, scholarship and evidence-based education, and other components of the educator role. Relevant research to provide evidence for the concepts is presented, incorporating practical examples of the methods and strategies and theoretical and practical knowledge essential for effective teaching in nursing with a focus on technology in education.

NUR 86546 Integrating Technology into Nursing Education**3 Credits**

This course examines a variety of innovative computer technologies that support the teaching-learning process in the classroom and clinical settings. Course content includes application of information technology in nursing practice and education. This course allows nurses to understand current and future trends and how to integrate technology into nursing education in order to effectively prepare students for a new, technologically-driven healthcare environment. Topics include learning theories, the instructional design process, changes in higher education, and variations in learning environment while allowing Learners to formulate new teaching strategies and apply information while utilizing critical thinking.

NUR 86548**Curriculum Theory, Framework, and Design in Nursing Education****3 Credits**

This course explores the theory and ideas necessary to develop an evidence-based, context-relevant, unified curriculum with a focus on the concepts of faculty development, ongoing appraisal, and scholarship. The development of evidence-based curriculum with implementation, and evaluation as well as execution are discussed along with the development, implementation, and evaluation of a curriculum offered via distance learning. Exploration of ideas around readiness for curriculum implementation, the role of faculty development, ongoing appraisal, and scholarship as core processes of curriculum work, instruction for how to design courses and brain-based learning are also explored.

NUR 86550**Evaluation Strategies and Methods for Nursing Education****3 Credits**

This course examines how nursing educators can measure and evaluate the level of learning that their students have achieved and covers fundamental concepts of what constitutes reliable tools and rubrics for measuring students' classroom and clinical performance. Learners will learn how to develop a test blueprint and to assemble, administer, write, and score all types of tests and test questions, and analyze tests and test performance for both classroom and clinical evaluation. Guidelines for preventing cheating, and for conducting productive posttest discussions are also presented. Other topics covered include strategies for evaluating higher cognitive levels of learning and for evaluating written assignments with sample scoring rubrics and important social, ethical, and legal issues associated with testing and evaluation.

MGT 86507 Strategic Management**3 Credits**

This course reviews the latest strategies in the theory and practice of strategic management. It discusses how to think in an integrated way about strategic management. Features include core concepts and analytical tools and cases that showcase the important kinds of strategic challenges managers face.

MGT 86535 Management of Change**3 Credits**

This course provides a current 21st Century snapshot of the world of leadership development and organizational change. It examines social systems that begin to reduce resistance to change and development through more employee and customer-centered programs. Organizations studied are widely recognized as among the best in organizational change and leadership development today.

HCA 86800 Healthcare Administration**3 Credits**

This course focuses on providing the student with a systematic understanding of 21st century healthcare leadership and administrative skills. Learners review new healthcare leadership skills relative to complex systems, the inter-relationships among key stakeholders in the industry, cultural diversity, creative and intuitive problem solving techniques, and corporate governance. Administrative topics concerning healing spaces and environments, culturally driven designs, "going green," and innovative facility layouts are also covered.

HCA 86802 Healthcare Compliance, Law, and Ethics**3 Credits**

This course focuses on providing the student with the skills relative to healthcare compliance, the law, and ethics. Students will learn how to develop, promote, and adhere to compliance, regulations, and policies. They will also learn how to assist healthcare information professionals to guide their departments and organizations to ethically and legally obtain optimal reimbursement, plus, develop systems for all aspects in protecting their patients, facilities, professional staff, and employees.

HCA 86804 Healthcare Economics**3 Credits**

This course explores the healthcare profession from an economic and decision making perspective as this industry continues to grow in size; both in dollars and relative to overall economic activity in the United States. Students will explore areas of cost-effectiveness analysis, game theory, supply and demand factors impacting medical care, and staffing issues. In addition, the impacts of medical malpractice, regulations, technologies, HMOs, Medicaid, insurance providers, and types of intervention are also discussed relative to improving the student's skills in the medical profession.

HCA 86806 Managing Epidemiology**3 Credits**

This course focuses on providing the student with a challenging and focused understanding of epidemiology. The student is introduced to both descriptive and analytic epidemiology. Relative to descriptive epidemiology the student will explore the characteristics and concepts that impact public health issues, states, and events. Concerning analytic epidemiology, students will discover and quantify health associated diseases, learn to test hypotheses, and identify the causes of health related diseases and illnesses.

HCA 86810 Healthcare Informatics**3 Credits**

This course provides the student with the fundamentals of healthcare delivery systems, health information management, and health information systems based on the core competencies as defined by the American Health Information Management Association, or AHIMA, relative to what students need to know to be knowledgeable in healthcare informatics. The student explores delivery fundamentals, accreditation, regulations, electronic records, coding, and reimbursement. They also learn the importance of healthcare transactions, billing, health statistics, research, and decision-making processes.

HCA 86812 Quality Control in Healthcare**3 Credits**

This course explores the healthcare industry's need to reduce costs and improve quality. Healthcare delivery systems face a similar crisis, as did the U.S. automobile industry many years ago; as healthcare consumers become more knowledgeable about healthcare costs and quality measurements associated with their products and services. Students will examine performance improvement methods, process control, medical informatics, six sigma, and statistical analysis for improving healthcare services.

HCA 86814 Cultural Diversity in Healthcare**3 Credits**

This purpose of this course is to increase the student's awareness of the dimensions and complexities involved in caring for people from diverse cultural backgrounds. The student is exposed to effective cultural diversity skills and tools, plus, they will exam healthcare issues and perceptions from a broad social viewpoint. Students will investigate cultural health and illness traditions from multiple perspectives, to include: American Indian, Alaska Natives, Asian, Black, Hispanic, and White populations.

CAP 89002A MSN Capstone Project I**2 Credits****Prerequisite: None**

The MSN capstone project is designed to provide Learners with the opportunity to develop a capstone project that demonstrates measurable proficiencies related to the program outcomes. Learners will develop a project that requires application of learning about nursing theory, population health and culture, statistics, leadership, nursing research and experiential learning from their professional experiences. During this course, Learners will select a capstone topic and begin their project planning. Projects will be implemented during the elective courses and the final capstone paper and oral presentation will occur at the end of their learning in Capstone 89002B.

CAP 89002B MSN Capstone Project II**3 Credits****Prerequisite: CAP 89002A**

This is the second part of the MSN capstone project and the final course in the Master's degree course of study. Learners will have completed their capstone project and will complete and submit their capstone project paper and present an oral presentation of their capstone project in this course.



10. ACADEMIC AND ADMINISTRATIVE POLICIES AND PROCEDURES



ACADEMIC CALENDAR

California Southern University has a fixed academic calendar with starting and ending dates. Learners enroll in courses beginning on the first day of each month. Each academic semester is 16 weeks in duration. Individual courses vary in length. Specific information is listed with each program description.

2016 School of Behavioral Sciences, School of Business, Nursing and Graduate School of Education, and School of Law LLM, MSL and MS DR Program Calendar

8 Week Courses	Start Date	End Date
January	1/1/17	2/26/17
February	2/1/17	3/29/17
March	3/1/17	4/26/17
April	4/1/17	5/27/17
May	5/1/17	6/26/17
June	6/1/17	7/27/17
July	7/1/17	8/26/17
August	8/1/17	9/26/17
September	9/1/17	10/27/17
October	10/1/17	11/26/17
November	11/1/17	12/27/17
December	12/1/17	1/26/18

2016 School of Law Calendar (JD Program)

16 Week Courses	Start Date	End Date
January	1/1/17	4/23/17
February	2/1/17	5/24/17
March	3/1/17	6/21/17
April	4/1/17	7/22/17
May	5/1/17	8/21/17
June	6/1/17	9/21/17
July	7/1/17	10/21/17
August	8/1/17	11/21/17
September	9/1/17	12/22/17
October	10/1/17	1/21/18
November	11/1/17	2/21/18
December	12/1/17	3/23/18

ACADEMIC STANDARDS, POLICIES AND PROCEDURES

Academic Integrity

Academic freedom is a fundamental right. Honesty and integrity are the preconditions of this right. Essential to the mission of California Southern University is the commitment to the principles of academic honesty and integrity. In order to maintain an academic climate that is conducive to effective learning and the success of each Learner, the university has established a set of policies and standards for all to adhere to.

Learners, faculty, and administrative staff are responsible to uphold the institutional standards of integrity. The university's intellectual reputation is dependent upon Learners assuming responsibility for maintaining honesty and integrity in their work and faculty appropriately applying the standards of academic integrity.

California Southern University is committed to supporting Learners in understanding and applying standards of Academic Integrity. The University is also committed to taking appropriate steps to ensure these standards are met, including:

1. Using an industry-recognized text matching service, such as TurnItInR, to screen Learner assignments;
2. Requiring all Learners to complete an Academic Integrity Questionnaire preferably within 30 days of starting their first course and no later than the end of their first course.

In order to ensure effective learning the University has established standards that demonstrate concern with academic dishonesty and a responsibility to Learners to maintain its reputation. Integral to these standards is a fair procedure for resolving violations of academic integrity.

Violations of this policy generally fall into the following broad areas, however, they are not limited to these areas.

1. Plagiarism: All work submitted in a course must be the Learner's own work. The knowing submission of another's work represented as that of the Learner such as copying and pasting to piece together work of other individuals; purchasing papers for submission; duplication – manual or electronic; or paraphrasing with only minor word changes without citing the source.
2. Academic deceit: Fabrication of data or information; falsifying data or information; submission of the same work to multiple courses to include discussion forums.
3. Dishonesty in taking exams: Cheating; using sources not allowed on exams; copying from another individual; having another individual take the exam.
4. Assisting, or attempting to assist, with academic dishonesty.

Academic integrity violation charges may be brought by anyone to include the faculty mentor, administrators, staff, and Learner's peers.

When a violation of academic integrity is discovered the following procedures shall apply:

1. The details will be presented to the faculty mentor.
2. If the faculty mentor determines the violation is credible they will contact the Learner and request an explanation.
3. After receiving a response, or absence a response, from the Learner the faculty mentor may do one of the following:
 - a. Accept the Learner's explanation and close the matter.
 - b. Assign a score of 0 for the assignment and allow the Learner to resubmit the assignment correcting the alleged violation.
 - c. Assign a score of 0 for the assignments and not allow the Learner to resubmit the assignment.
 - d. Assign a failing grade for the course based on the violation.
 - e. Refer the matter to the Dean for appropriate action up to and including dismissal from the University.

Withdrawing or dropping from a course does not excuse the Learner from violations of this policy and any of the above listed sanctions may still apply.

If a Learner is found in violation of this policy California Southern University reserves the right to review all previously submitted coursework for all courses taken. If violations of this policy are identified in previous coursework the school Dean will take appropriate action up to and including dismissal of the Learner from the University.

The Learner who is accused of violating this policy can accept the accusation made by the mentor and accept the subsequent consequences or appeal to the Chief Academic Officer. If the Learner appeals to the Chief Academic Officer they must submit their appeal in writing to the Chair of the committee, or their designee, clearly stating the reasons the appeal is based on. When their appeal is received a thorough investigation into the allegation will be conducted and all evidence of the violation and in support of the Learners appeal will be presented to the Academic Committee at its next meeting. The decision from the Academic Committee following the Learner's appeal will be considered final.

Note: JD learners in the School of Law should also refer to the section titled "Law Learner Conduct and Discipline" in the School of Law Policies and Procedures area of the catalog.

Attendance Policy

California Southern University requires that, once enrolled in a term or semester, a Learner must make satisfactory progress (see Satisfactory Academic Progress section) toward completion of the term or semester. The Learner is responsible for maintaining contact with the faculty mentor and academic advisor. Learners in the JD program, studying for the California Bar examination, are personally responsible for completing course work in the time required by the CBE of the State Bar of California and for spending the required number of hours in preparation and study for each course. This may differ somewhat from California Southern University's time requirements.

Standards of Progress

The number of semester credits required for full-time and part-time / half-time status are as follows:

Undergraduate Level:

Full-time: Six semester credits per 8-week term.

Part-time / One-half time: Three credits per 8-week term.

Graduate Level:

Full-time: Three credits or one course per 8-week term

School of Law – Juris Doctor

Full-time: A minimum of 15 credits for each year to be completed in three 16-week terms.

In order to qualify to sit for the General Bar Examination in California, the Committee of Bar Examiners requires that a learner studying law through distance learning complete four years of law study. Each year must be completed in not less than 48 nor more than 52 weeks of law study, with a minimum of 864 hours of study.

Note: For Learners using VA benefits, extensions may affect Standards of Progress for Veterans Training Time and may impact VA benefit: For example, an 8-week 3 credit graduate course is equal to full-time training. The same course with one or two 30-day extensions count as 3/4 or 1/2 training time respectively.

Change of Academic Program Policy

Learners who wish to change their academic program of study must fill out and submit to their academic advisor the Change of Academic Program form. Learners are allowed to change their academic program of study one time at no charge. After a Learner has changed their academic program of study once, the Learner will be charged a Change of Academic Program fee.

Non-Start/Cancellation Policy

Learners who do not start their first course within three consecutive start dates after they enroll are classified as non-starts. Their enrollments are cancelled and their Learner accounts are closed. A reapplication fee is due from Learners classified as non-starts who reapply within three months of the cancellation date. The full application fee is due from Learners classified as non-starts who reapply up to three months after the cancellation date.

Satisfactory Academic Progress

A Learner's academic progress is reviewed at the end of each course or at the end of an approved scheduled leave of absence to ensure the Learner is meeting the satisfactory academic standards as indicated below. In order to maintain satisfactory academic progress, a Learner must maintain the following academic standards:

- Continuous enrollment;
- Successful completion of a minimum of one course every 6 months, except for the JD program; and
- Cumulative Grade Point Average (CGPA) as designated in the following chart:

Undergraduate Programs	LLM Program	Juris Doctor Program	Graduate Programs
2.0 on a 4.0 Scale	2.5 on a 4.0 Scale	2.0 on a 4.0 Scale	3.0 on a 4.0 Scale

Failure to maintain the satisfactory academic progress will result in the Learner being placed on academic probation. Once placed on academic probation the Learner has two semesters to show progress towards meeting the academic standards. If the Learner does not make progress in meeting these standards they may be subject to dismissal from the University based on academic disqualification.

Continuous Enrollment

Learners are required to maintain continuous enrollment by being enrolled in at least one course at all times unless they are on an approved Leave of Absence. It is recommended that Learners register in a new course at least one week prior to the end date of their current course.

Example 1: Term end date March 23. Learner must register in a course to begin on April 1 or May 1.

Example 2: Term end date March 23 with a 30-day extension. Learner requests and receives an extension of 30 days. Learner must register in the next course to begin May 1 or June 1.

Example 3: Term end date March 23 with a two-month Leave of Absence. Learner requests a Leave of Absence for two months. Learner must register in the next course start date following the expiration of the Leave of Absence, which in this case would be June 1 or July 1.

Learners who have not registered in a course as stated above will be placed on academic probation and given a final date to register.

Academic Probation

A Learner will be placed on academic probation for:

- Failure to make satisfactory academic progress.
- Failure to maintain a grade point average required for graduation.
- Failure to maintain continuous enrollment.
- Conduct in violation of the university's code of conduct or academic integrity/falsification of any work or records submitted for review or academic credit (plagiarism).

The conditions of the academic probation (listed below) will be specified to the Learner in writing as not all conditions may apply. The probation period is also specified in the written communication received by the Learner. The Learner will need to show progress in meeting the conditions that apply to them in order to be removed from probation or face dismissal. Learners who fail to make satisfactory progress within 2 consecutive semesters will be dismissed.

A record of academic probation is maintained in the Learner's official file.

- Enroll in a new course or re-register in your previous incomplete course within 30 days.
- Make appropriate payment for additional tuition.
- Maintain the required GPA for your degree program. Improvement in your GPA must occur each semester in order to be removed from probation and to meet the minimum GPA requirements for your degree program.

This policy does not apply to Learners in the JD program, which should refer to the School of Law Policies and Procedures section of the university catalog.

Recipients of VA benefits risk termination of benefits if they do not meet the terms of their probation. Learners who are unable to reestablish satisfactory academic progress as stated in their written notification of academic probation will have their VA benefits terminated and the VA will be notified. Learners have a right to submit a statement of mitigating circumstances with the VA notification.

Academic Dismissal

A Learner will be subject to academic dismissal from California Southern University for failure to meet the conditions of academic probation which are listed below. A Learner will be subject to dismissal without prior probation for violations of academic integrity or for conduct in violation of the university's code of conduct.

- Failure to make satisfactory academic progress.

- Failure to maintain a grade point average required for graduation.
- Failure to maintain continuous enrollment.
- Conduct in violation of the university's code of conduct or academic integrity/falsification of any work or records submitted for review or academic credit (plagiarism).

Learners who are academically dismissed may gain readmission into California Southern University. See the reinstatement policy.

Academic Freedom

It is the policy of California Southern University to support an academic climate that protects academic freedom, academic responsibility, and the pursuit of excellence in teaching, research, learning, and scholarship through free exchange and critique of ideas among all members of this community. As a community of scholars dedicated to providing a rich and dynamic educational experience and being committed to cultivating an environment of academic integrity while stimulating intellectual curiosity through a respectful exchange of ideas, Academic Freedom is essential and necessary to the mission of the university.

Specifically, California Southern University endorses the following principles of academic freedom.

Faculty Mentors:

- Are entitled to full freedom of expression subject to the adequate performance of their academic duties.
- Are entitled to freedom in discussing their subject, but should avoid interjecting controversial material unrelated to the subject matter.
- Are responsible for conducting themselves professionally and in ways that promote the achievement of the purposes for which academic freedom exists.
- Must be cognizant that the public may judge their profession and institution by their spoken word; hence, they should at all times be accurate, exercise appropriate restraint, show respect for the opinion of others, and make every effort to indicate that they are not an institutional spokesperson.

Learners, as a part of California Southern University's academic community, have a right to the same principles of Academic Freedom. It is the responsibility of the deans to protect the academic freedom of Learners by ensuring that Learners:

- Have individual freedom of expression in meeting course outcomes.
- Receive timely and appropriate feedback.
- Are provided multiple channels to express opinions within their academic program about all aspects of their educational experience.
- Are given the opportunity to provide input on academic policies, administration, and support services.

- Are entitled to an atmosphere conducive to learning and to fair treatment in all aspects of the faculty mentor-Learner relationship.

Participation in California Southern University's academic community obligates Learners, faculty mentors, staff, and administration to respect the dignity of others, to acknowledge their right to express differing opinions, and to foster and defend intellectual honesty. Additionally, faculty mentors are responsible for following university board policies and procedures, administrative regulations, and the contract between the university and its Learners.

Any faculty mentor or Learner who believes that they have been denied academic freedom should contact the Chief Academic Officer who monitors all instances of perceived infringements and takes appropriate action to ensure academic freedom.

Learner's Rights to Appeal Academic Probation or Dismissal

Within 15 days of receiving notification of academic probation or dismissal from California Southern University, the Learner may file a written appeal to the academic advisor. If, at this time, the appeal is denied or if the academic advisor does not respond within 15 days after receiving the appeal, the Learner may appeal directly to the dean or higher-level administrator. If this appeal is denied or if there is no response within 15 days after receiving the appeal, the Learner may appeal directly to the President. The President shall render a final decision within 15 days of the receipt of the appeal.

(This policy only applies to JD Learners with respect to probation and dismissal for academic reasons. JD Learners should refer to the School of Law section of the university catalog for policies regarding non-academic probation and dismissal).

Reinstatement

A Learner who has withdrawn from California Southern University or who has been dismissed or suspended must reapply to California Southern University with a new application, pay the application fee, and go through the admissions evaluation process to enroll. The requirements for the program in effect at the time of the new enrollment will apply.

The Academic Evaluation Team will consider past academic records, remedial work done subsequently, and other extenuating circumstances when evaluating re-admission. Any applicant who was previously academically dismissed may, at the discretion of the Enrollment Services Committee, be conditionally re-admitted, contingent on successful completion of at least two courses selected by the dean.

ADA POLICY

California Southern University recognizes and accepts its responsibilities under the Americans with Disabilities Act of 1990 (ADA) and the ADA Amendments Act of 2008, prohibiting discrimination on the basis of disability and requiring the university to provide reasonable accommodations to learners with documented disabilities in all university programs and activities. To receive any reasonable accommodation(s) for a learner's disability, learners must complete the California Southern University accommodation process at least two weeks in advance of their course start date. In order to complete the process in time, they will need to begin gathering the required documentation as soon as possible.

Learners must self-disclose their disability, request accommodation, and request a meeting with the university Disability Services Coordinator (DSC). Learners will need to acquire the necessary documentation in order to receive disability accommodations. Accommodations are provided only after the process has been completed and do not apply to courses previously taken. Courses begun at California Southern University prior to a request for an accommodation will not be considered for re-evaluation of grades. For more information, please contact the university Disability Services Coordinator at 800.477.2254 x4249.

ADVISING

Mission Statement:

Academic advising at California Southern University is an integral part of the educational experience. Academic Advisors enhance the academic experience through personalized support and facilitate a collaborative environment for Learners to achieve their academic and professional goals. Advisors promote a standard of academic integrity and an appreciation of diversity.

California Southern University assigns an academic advisor to each Learner to provide guidance in planning the Learner's educational program, to facilitate course registration, and to help the Learner understand and navigate university policies and procedures. Academic advisors encourage and support Learners as they progress through their academic programs.

AGREEMENT TO ARBITRATE

The following language is contained in the Enrollment Agreement that each Learner signs when enrolling at California Southern University:

"Any controversy or claim arising out of or relating to this Agreement, or breach thereof, no matter how pleaded or styled, shall be settled by arbitration in accordance with the Commercial Rules of the American Arbitration Association in effect at the time such arbitration is initiated. The Arbitrator shall not consolidate more than one person's claims or otherwise preside over any form of a class or representative proceeding. The Arbitration hearing shall be conducted in Orange County, California, unless both parties consent to a different location. Each party shall pay exactly one half of the cost of the arbitration proceeding. The decision of the Arbitrator shall be final and binding upon all parties and judgment upon the award rendered by the Arbitrator may be entered in any court having jurisdiction. I agree that by entering into this Agreement, I am waiving the right to a trial by jury and agree to only bring claims in my individual capacity and not as a plaintiff or class member in any purported class or representative proceeding."

ALUMNI SERVICES

The mission of CalSouthern's alumni association is to engage and involve alumni participation through service and leadership; promote the welfare of the university and alumni while guiding and encouraging current and future Learners.

Alumni are invited to all CalSouthern Lectures—several have been featured speakers. Their achievements are recognized with the annual The CalSouthern Difference Award which is presented at the university's annual commencement ceremony. This ceremony has evolved into a wonderful celebration of all things CalSouthern, honoring alumni, faculty and, of course, the graduates themselves. More and more alumni attend each year to network and to connect with colleagues and friends old and new.

CalSouthern's alumni engage with one another and with the university on CalSouthern's social networks and they are regularly featured in—and contribute to—the CalSouthern Sun online magazine. There's even a special CalSouthern credit card offered through a partnership with Pen Air Federal Credit Union—the university invites alumni to take advantage of its benefits. For more information contact alumni@calsouthern.edu

ARTICULATION AGREEMENTS

California Southern University has articulation agreements for credit transfer with the following institution:

- Saddleback College

BANKRUPTCY

If a tuition balance or any other amount owed to California Southern University is discharged through bankruptcy or if the learner has an open bankruptcy proceeding, the university, upon receiving the notice of such bankruptcy, will provide the Learner access to their related academic records, including applicable academic transcripts and/or diplomas subject to the normal fees and costs applicable to all Learners.

The Learner will be permitted to register for future semesters; however, it may be necessary to sign a new enrollment agreement, or an amendment to an existing enrollment agreement, and prior to registration for any new course(s), the Learner may be required to pay in full any future tuition and/or fee balance on an as-incurred basis. If the Learner is using an education benefit that will not pay the tuition in full, the Learner must pay in full the remaining balance by the payment deadline.

CODE OF CONDUCT

The Learner Code of Conduct sets forth the standards of conduct expected of Learners who choose to join the university community. This code is not exhaustive and Learners may be subject to disciplinary action for other behavior and/or activities deemed unacceptable or disruptive to the goals and mission of the university; including actions while at an approved off-campus placement for Practicum and Internship.

Learners who violate these standards will be subject to disciplinary sanctions including, but not limited to, issuance of a warning, probation, dismissal or permanent expulsion. Disciplinary action may be recorded permanently on a student's academic record and/or transcript.

Prohibited Conduct

- All forms of student academic dishonesty, including but not limited to cheating, fabrication, facilitating academic dishonesty, and plagiarism.
- Endangering, threatening, or causing physical harm to any member of the university community or to oneself, causing reasonable apprehension of such harm or engaging in conduct or communications that a reasonable person would interpret as a serious expression of intent to harm.
- Impersonation of another, using another person's identity, or furnishing materially false information, including manufacturing or possession of false identification.
- Forgery, falsification, fabrication, unauthorized alteration, or misuse of university documents, records, or identification.
- Unauthorized presence in or unauthorized use of university property, resources, or facilities.
- Unauthorized access to, disclosure of, or use of any university document, record, or identification, including but not limited to, electronic software, data, and records.
- Interfering with or disrupting university or university-sponsored activities.

- Misuse, theft, misappropriation, destruction, damage, or unauthorized use, access, or reproduction of property, data, records, equipment or services belonging to the university or belonging to another person or entity.
- Engaging in harassment or repeated contact that a reasonable person would understand to be unwanted, including, but not limited to, stalking. (See also *Sexual Harassment*)
- Engaging in discriminatory activities as prohibited by applicable law or university policy.
- Interfering with any university disciplinary process.
- Engaging in any illegal sexual offense, including but not limited to, sexual assault, public sexual indecency, or indecent exposure.
- Violation of any other university policy.
- Inappropriate and/or unethical conduct with clients at approved off-campus Practicum and Internship placements.
- Conduct which is illegal under federal, state or local law.

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

California Southern University recognizes the College Level Examination Program of the College Board. A Learner who has achieved a score of 500 or above on the General Examination (except English) can be awarded credit for each examination. A score of 630 on the 1978 scale or 520 on the 1986 scale is required in the English Composition, essay version examination. A maximum of 30 credits may be granted for CLEP.

CONTACT INFORMATION

Learners are required to provide current contact information so that the university can communicate with them regarding their academic program. If a Learner's contact information, including email, phone number and address, changes, the Learner is to immediately notify the university by either updating their records through CalSouthern Learning Center or contacting the Registrar. The university will send all written communication to the last known address.

COURSE LENGTH AND COMPLETION

Academic semesters at California Southern University are 16 weeks in duration. Term lengths are eight weeks for the School of Business, School of Nursing, Graduate School of Education, School of Behavioral Sciences and Master of Science in Law program and 16 weeks for the Juris Doctor program. Each Learner is expected to complete the degree program within the number of terms and length of time specified on the Enrollment Agreement. If additional course(s), terms or semesters are needed to complete the degree program, additional tuition will be charged.

COURSE NUMBERING SYSTEM

The letters denote the area in which the course is offered. For example, 'PSY' is the abbreviation for 'psychology'. The numbers denote the level of study. For example: PSY 2409; the course is an undergraduate, upper division psychology course.

010 - 099	A preparatory course in which no credit is granted toward degree requirements.
1100 – 1199	An undergraduate, lower division general education course, designated as a freshman or sophomore level course.
1200 – 1999	An undergraduate, upper division general education course, designated as a junior or senior level course.
2100 – 2399	An undergraduate, lower division course, designated as a freshman or sophomore level course.
2400 – 2999	An undergraduate, upper division course, designated as a junior or senior level course.
5000 – 89999	A graduate level course.

COURSE REQUEST AND START DATES

A semester officially begins on the published semester start date. This occurs on the first day of each month. In order to avoid delays and minimize the chance of violating the continuous enrollment policy, it is recommended that Learners request the next semester's courses by the 15th of the month prior to the previous course end date. This is particularly important for Learners studying for the California Bar Examination and subject to the CBE's time requirements.

CREDITS / SEMESTER SYSTEM

Credits for a course are a means of measuring a Learner's progress in an academic program and represent the standards for the amount and quality of work required in a course. California Southern University awards credit based on a semester system. Most courses are 3 semester credits unless otherwise specified.

CUMULATIVE GRADE POINT AVERAGE (CGPA)

The academic standing of a Learner is expressed in terms of a cumulative grade point average (CGPA). A CGPA is computed by dividing the total number of grade points earned at California Southern University by the total number of credits completed at California Southern University.

Transfer credit may be accepted subject to the provisions listed under Evaluation of Transfer Credit. However, due to considerable differences in course content of work done at other colleges or universities, California Southern University does not consider grade points or hours attempted for work completed at other schools in the calculation of the California Southern University's cumulative grade point average.

DANTES SUBJECT STANDARDIZED TEST PROGRAM (DSST)

The nationally recognized DSST Program helps students receive credit for learning outside the traditional classroom through 38 exams in college subject areas such as Social Sciences, Math, Applied Technology, Business, Physical Sciences and Humanities. Visit: www.getcollegetcredit.com

DIVERSITY POLICY

California Southern University defines diversity in terms of 1) representation; 2) the university community; and 3) the curriculum and academic scholarship. The University provides high quality undergraduate and graduate degrees and educational programs to adult Learners with diverse backgrounds such as race, ethnicity, nationality, age, gender, sexual-orientation, disability, socio-economic background, and many others throughout the world using distance learning methodologies. The university is dedicated to providing a rich and dynamic educational experience without regard to race, color, national origin, religion, disability, gender, or sexual orientation.

Representation

A benefit of offering online programs is the ability to attract Learners, staff, and faculty mentors from varied backgrounds throughout the world. As a result, the university has a population that is represented by a diverse community of individuals of varied race, color, ancestry, age, marital status, political affiliation, sexual orientation, veteran status, national origin, religion, disability or gender.

University Community

The university embraces an appreciation of diversity and is committed to maintaining a cultural community that allows for open communication and trust among all stakeholders. California Southern University welcomes people of all ages, backgrounds, and sexual-orientation and is committed to addressing issues of intolerance, discriminatory practices, and bias. The university is dedicated to educational quality by developing a more profound understanding of each other, the world, resulting in education of greater relevance to participants in a multicultural society.

Curriculum and Academic Scholarship

The university welcomes a diverse population of Learners, faculty mentors, staff, and administration and fosters a multicultural environment offering various perspectives which, in turn, adds richness and depth to the educational experience through the curriculum and co-curricular activities. Curriculum at all levels reflects a social and cultural understanding with specific outcomes of multi-cultural awareness of human diversity.

To cultivate an appreciation of diversity the university:

- Recruits faculty and staff who are equally diverse and sensitive to the needs of our diverse student population.
- Utilizes courses to develop cross-cultural awareness among Learners.
- Supports events that promote cultural awareness through community outreach.
- Fosters an awareness and appreciation of the interconnectedness of the social and cultural dimension within and across local, regional, state, national, and global communities.
- Adheres to the published nondiscrimination policy.
- Provides accommodations to Learners with documented disabilities.

The university recognizes that diversity's positive effects do not automatically accrue from a simple focus on numerical representations of various populations within the university community. Rather, diversity produces benefits through thoughtfully structured policies and programs designed to support and facilitate interaction among students as part of the academic and co-curricular experience. These include outreach and enrichment; recruitment; financial aid; scholarships; general education diversity course requirements; programs designed to improve retention; and to cultivate a learning environment, in and out of the classroom, which enhance the individual and collective experiences of the campus community.

ENROLLMENT DATE

The date of enrollment is the date on the Enrollment Agreement when both California Southern University and the Learner have officially accepted conditions of enrollment.

EXTENSIONS

An extension adds an increment of 30 days to the end date of a course enabling more time in a course. A Learner may request up to two 30-day extensions per course from his or her academic advisor. In order for a course extension to be granted, the following steps must be taken by the Learner:

First 30-Day Extension

- The Learner must request the extension from his or her academic advisor by the original course end date.
- The Learner must pay the extension fee in full by the original course end date in order for the extension to be approved.

Second 30-Day Extension

- The Learner must request the extension from his or her academic advisor no later than the end date of the first extension.
- The Learner must pay the extension fee in full by the first extension end date in order for the extension to be approved.

If an extension is not requested by the original course end date or first extension end date, the Learner may be required to re-register in the course and will be responsible for full tuition. Additionally, the Learner must maintain continuous enrollment as described in the Continuous Enrollment Policy.

Learners using VA or Tuition Assistance benefits are to contact the Military Programs Administrator or the School Certifying Official to discuss how the extension affects their benefits.

GRADING POLICIES AND PROCEDURES

Learner grades for each course are due from the faculty usually between four to seven days after the end date for a course. Grades are submitted through the *CalSouthern Learning Center*.

GRADING SYSTEM

Letter grades are awarded in accordance with each Learner's demonstration of the prescribed learning objectives and outcomes of each course as follows:

A	4.00 grade points
A-	3.66 grade points
B+	3.33 grade points
B	3.00 grade points
B-	2.66 grade points
C+	2.33 grade points
C	2.00 grade points
C-	1.66 grade points
D+	1.33 grade points
D	1.00 grade points
D-	0.66 grade points
F	0.00 grade points
R	0.00 grade points
S	0.00 grade points
U	0.00 grade points
CR	0.00 grade points
NC	0.00 grade points
I	0.00 grade points
W	0.00 grade points

W **Withdrawal** – Learners may withdraw from a course between day 15 and up to and including day 84 for a 16 week semester and between day 15 and up to and including day 42 for an 8 week term.

- TR Transfer Credit** – Semester credit granted for semester credits accepted in transfer from other institutions.
- CX Cancelled Course** – CX is recorded when a course is dropped up to and including the 14th day after the course start date.
- R Repeated Course** – A Learner has the option of retaking a course if he or she wants to improve an unsatisfactory grade. (Learners in the School of Law may only repeat courses for which they received a grade lower than 'C-'). Tuition must be paid for the repeated course at the current rate. Once a letter grade is recorded for the repeated course, the original grade will be replaced by an "R" grade. The grade points earned from the later grade will be used in computing the cumulative grade point average.
- S Satisfactory** – Full credit is given for course. S is equivalent to B or above for graduate work and C or above for undergraduate or JD level work.
- U Unsatisfactory** – No credit is given for the course.
- CR Credit** – Full credit is given for the course. CR is equivalent to B or above for graduate work and C or above for undergraduate or JD level work.
- NC No Credit** – No credit is given for the course.
- I Incomplete** – An incomplete is a temporary grade indicating additional course work is required to fulfill the requirement of a given course.

HOUSING

As an online distance learning institution, California Southern University does not have dormitory or housing facilities.

IDENTIFICATION CARD

The CalSouthern Learner Identification Card identifies Learners as current members of the CalSouthern online community. Learners who register and pay for their first course are eligible to receive an ID card. Learners must submit a photo to the Media Department to receive their CalSouthern ID Card. The first card is issued free of charge to all Learners. There is a \$20 fee for card replacement.

IDENTITY VERIFICATION PROCESS

The CalSouthern Learner identity verification process ensures that Learners who earn the credit or completion credentials are the same Learners who completed the course assignments and assessments. CalSouthern requires that Learners upload a government-issued photo identification as part of the enrollment process. This identification becomes part of the Learner's record.

Every final examination at CalSouthern is proctored using the services of ProctorU, which involves the Learner being monitored via a web cam throughout the examination. ProctorU requires the presentation of a driver's license or government-issued photo identification prior to the start of each

examination. The proctor verifies that the exam taker is the same person pictured on the photo identification. In addition, ProctorU utilizes Acxiom, an identity verification service which uses unique, data-generated questions to authenticate an individual. Identity Authentication verifies individual responses against extensive, high-quality databases—ensuring greater security and reducing the risk of fraud. Their identification platform utilizes demographic and geographic data in challenge questions where the exam taker answers a series of personal questions that only they could answer.

INTELLECTUAL PROPERTY

Intellectual property refers to creative ideas, knowledge, expression or creations of the mind. All student work created for the purposes of course completion at California Southern University is the intellectual property of the student who created the work.

All intellectual property created by faculty, staff or administrators such as course curricula, are considered sole property of the university.

INTERACTION

California Southern University provides for "electronic interaction" between Learners and their faculty mentors, through phone, email, discussion board, video conferencing, and an internal messaging system to facilitate and encourage ongoing communication and interaction. By utilizing the variety of communication mediums provided, Learners are able to communicate and exchange ideas directly with each other, with their faculty mentors, and with their academic advisors and enhance their learning experience.

INTERNATIONAL LEARNERS

Since all instruction at California Southern University is offered in English, it is important that international Learners be able to converse and understand spoken and written English. See the admission requirements for English Language Proficiency requirements. International Learners are cautioned that surface mail may take several weeks for delivery. If a Learner's address does not have a United States zip code designation, California Southern University recommends the Learner request and pay for expedited shipping in order to have timely delivery and to enable satisfactory academic progress.

JOB PLACEMENT ASSISTANCE

California Southern University does not provide job placement assistance or guarantee jobs upon graduation.

LEAVE OF ABSENCE

In situations where personal, professional or military commitments inhibit continuous enrollment, the Learner may obtain up to 3 one-month Leaves of Absence per calendar year upon approval by the academic advisor. The request must be submitted in writing to the academic advisor. The Leave of Absence must be taken between semester course enrollments and may not interrupt an ongoing course. In the case of a need to interrupt an ongoing semester, the Learner should withdraw from the course to avoid receiving a failing grade.

An extended leave of absence for up to one year may be granted for grave hardship. The same procedure for requesting a standard leave of absence must be followed for this leave and additional documentation or verification may be required.

While on a leave of absence, all tuition commitments remain in force. Additionally, the Learner must maintain continuous enrollment as described in the Continuous Enrollment Policy.

LIBRARY

The mission of the CalSouthern Library is to render library support to California Southern University's programs of study by providing traditional library service in a nontraditional environment, thereby facilitating the research activities and needs of Learners, faculty, and staff.

The CalSouthern Library provides electronic access to subscription databases, which combined offer over a million items; scholarly journal articles, e-books, handbooks, dictionaries, encyclopedias, dissertations, the DSM-IV, LexisNexis, Westlaw, CALI, reviews of psychological tests and measurements, conference papers, economic forecasts, company reports, newspapers and others.

The virtual library maintains cutting edge academic research support. Research assistance is supported through database tutorials, APA Style guides, the Writing Center and support may be requested from the ALA-Accredited university research librarian.

Benefits of the university virtual library:

- Electronic subscription databases
- Library reference support
- Database technical support
- Interlibrary loan
- Pre-approved academic websites
- APA Style resources and guides
- Writing Center

SCHOOL OF BEHAVIORAL SCIENCES

- PsycBOOKS American Psychological Association (APA) - 3,000+ ebooks
- PsycARTICLES American Psychological Association (APA) journal database
- PsycEXTRA American Psychological Association (APA) database
- ProQuest Psychology Journals database
- PsychiatryOnline Full text access to DSM-IV, American Psychiatric Publishing Inc. journals and textbooks
- Psychology and Behavioral Sciences Collection journal database
- ProQuest Nursing & Allied Health Source journal database
- ProQuest Family Health journal database
- ProQuest Health and Medical Complete journal database
- ProQuest Social Science Journals database
- Salem Health Psychology and Mental Health An electronic encyclopedia
- ProQuest Dissertations and Theses - Over 1 million full text dissertations
- Counseling and Therapy in Video - 400+ hours of video

SCHOOL OF BUSINESS

- Books24x7 BusinessPro - 6,000+ ebooks
- ABI/INFORM Dateline - Local and regional business news coverage
- ABI/INFORM Trade & Industry - 1,200+ business periodicals
- ABI/INFORM Global - Nearly 3000 worldwide business periodicals
- GreenFILE - Environmental and green technology articles
- Accounting and Tax
- Asian Business and Reference
- Banking Information Source
- Canadian Business and Current Affairs Complete
- Criminal Justice Periodicals
- Hoover's Company Records
- ProQuest Dissertations and Theses - Over 1 million full text dissertations
- ProQuest Newsstand - 900+ U.S. and international newspapers

SCHOOL OF NURSING

- ProQuest Health Management
- ProQuest Nursing & Allied Health Source
- ProQuest Family Health
- ProQuest Health & Medical Complete
- ProQuest CBCA Complete: Health & Medicine
- ProQuest Career and Technical Education: Health & Medicine
- ProQuest Pharmaceutical News Index
- PubMed Central
- ERIC
- Directory of Open Access Journals
- FreeMedicalJournals.com
- Public Library of Science
- CINAHL with Full Text
- Nursing Reference Center

SCHOOL OF LAW

- LexisNexis
- WestLaw
- CALI Center for Computer Assisted Legal Instruction
- Criminal Justice Periodicals database
- ProQuest Dissertations and Theses - Access to over 1 million full text dissertations
- Plus access to all university library subscription databases

SCHOOL OF CRIMINAL JUSTICE AND LAW ENFORCEMENT

- Criminal Justice Periodicals

GRADUATE SCHOOL OF EDUCATION

- ProQuest Education Journals
- ERIC
- Digest of Education Statistics
- World Bank Open Knowledge Repository
- Pro Quest Dissertations and Theses Open
- Pro Quest Dissertations and Theses
- Theses Canada

Learners may access the CalSouthern Library by logging into the CalSouthern Learning Center and clicking on the Library Services tab.

LICENSING AND CREDENTIALS

Most professional organizations, societies, states and licensing jurisdictions have specific requirements for licensure, membership or certification. If licensing or credentialing is an objective, Learners are advised to first check the standards of their particular states, school districts, professional associations and agencies for specific license requirements.

MARYLAND STUDENT COMPLAINT PROCESS

In addition to the above process, the State of Maryland provides an additional avenue for students who have exhausted the university complaint/grievance procedures, up to and including being subject to investigation of complaints by the Office of the Attorney General or the Maryland Higher Education Commission. Maryland Learner complaints should be directed to:

Maryland Attorney General
Consumer Protection Division
200 St. Paul St., Baltimore, MD 21202
Phone: 410.528.8662 / 888.743.0823

MILITARY DEPLOYMENT

California Southern University understands and acts upon the needs of its military Learners. Learners need to notify California Southern University when military deployment prohibits satisfactory academic progress. With sufficient documentation of military duty that prohibits academic progress, a Learner may be placed in inactive status and be subsequently reinstated in their program of study upon returning from military duty.

MINIMUM PASSING GRADE AND REPEATED COURSES

Learners at California Southern University must earn a minimum grade in their courses in order to progress in the program. The below table lists the minimum acceptable passing grade for a course in each program in each school. A Learner who earns a grade below the minimum passing grade must either repeat the course or, if an elective course, enroll in an alternate course of equal credit that will meet the degree program requirements. A Learner (except JD Learners) may also repeat a course to improve a grade previously earned. Any Learner who withdraws from a course may repeat that course, or (if approved by the academic advisor) take an alternate course.

Note: In order for a Learner to graduate from a program they must meet the minimum GPA requirements for that program which may differ from the minimum passing grades listed below.

Minimum Passing Grades**Schools of Behavioral Sciences, Business, Criminal Justice, and Education**

Undergraduate Programs (AALS, BA, BBA, BAS, BSCJ) D

Master's Programs (MA, MS, MBA, MEd, MSLEEL) C-

Doctoral Programs (DBA, PsyD) B-

School of Nursing

Bachelor of Science in Nursing (BSN) C

Master of Science in Nursing (MSN) C

School of Law

Master's Programs (LLM, MS DR, MSL) C-

Juris Doctor (JD) C

Whether the course is repeated or an alternate course is taken, the Learner is required to pay tuition for the course and to complete all course requirements. When a course is repeated, the previous grade earned for that course is replaced with an "R" once the repeated course is completed. Upon completion of the repeated course, the grade points earned from the subsequent grade are used in computing the cumulative grade point average (CGPA).

If the repeated course is not completed, the original grade will be recorded as the final grade.

Learners using VA benefits are to contact the School Certifying Official to discuss how repeating a course affects their veterans benefits.

NONDISCRIMINATION POLICY

California Southern University welcomes all adult Learners and does not discriminate on the basis of race, ethnicity, color, ancestry, sex, gender identity, age, marital or relationship status, political affiliation, sexual orientation, veteran status, national origin, religion, spiritual beliefs and/or affiliation, socioeconomic status, disability and/or health status in any of its policies, practices, or procedures involving applicants, Learners, faculty, employees, and the public, including with regard to recruitment, admission, codes of conduct, hiring, retention, or dismissal of learners, faculty or other staff. Please note however, California Southern University reserves the right to refuse admission to anyone the university believes does not meet the academic standards for admission. California Southern University is committed to equal opportunity and challenge for all academically qualified Learners and does not discriminate on the basis of disability. Accommodations are available to encourage Learners with disabilities to take full advantage of the university's educational opportunities (See ADA Policy). To file a complaint, contact the university's Chief Operating Officer by email or phone.

ORIENTATION

A Learner Orientation is required of all Learners prior to starting courses at California Southern University. During orientation, Learners receive training on the university's online platform, register for courses, and review library resources, academic integrity lab, writing center, etc. The online orientation program is a very important component of the education process and ensures the smooth transition and positive adjustment of Learners into the CalSouthern community. Once the Learner is enrolled, the orientation is scheduled at the Learner's earliest convenience and may be done individually or in a group.

PRIVACY

California Southern University respects and seeks to protect the privacy of its Learners. California Southern University does not disclose personally identifiable information contained in a Learner's education records to persons outside the university without the consent of the Learner in question, unless the disclosure is made to a person or entity with whom California Southern University has contracted (such as an attorney, auditor, or accreditor), or unless the disclosure is required by law or legal process.

PROCEDURE FOR ONLINE DISTANCE LEARNING

California Southern University's degree programs are textbook based. For each course, the Learner receives notification through California Southern University's messaging system. A syllabus that includes all assignments and a schedule for completing the course is provided. After the assignments are submitted, the faculty mentor, in most cases, finalizes the evaluation of the work and posts it to the *CalSouthern Learning Center* for review within seven days of its receipt.

PROCTORED EXAMS

California Southern University requires that all final exams in the program of study be proctored. *Please note for the School of Law, all JD Learners should refer to the Examinations and Proctor Designation policies in the School of Law section.

Online exams are proctored remotely utilizing ProctorU. Learners need only to make an appointment at their convenience with ProctorU to schedule to take their upcoming exam utilizing a webcam. Ideally, Learners should schedule their appointment a week in advance. There is no fee charged for this service.

Regarding all exams not administered in an online format, a proctor may be chosen by the Learner based upon the following guidelines: A proctor may include a librarian, clergy, peace officer, or other people approved by the dean of the school that are not relatives of the Learner. The proctor must be pre-approved by the dean.

PROGRAM LENGTH

The associate degree, which can be completed in 5 semesters, is a 60-semester credit program of study consisting of 20 three-credit courses.

The bachelor's degree, which can be completed in 10 semesters, is a 120-semester credit program of study consisting of 40-three credit courses.

The MBA, MSLEEL, MSL, MS DR, M.Ed and MSN degrees, which can be completed in 6 semesters, consist of 36-semester credits beyond a bachelor's degree or its equivalent.

The MS degree, which can be completed in 6 semesters, consists of 42-semester credits beyond a bachelor's degree or its equivalent.

The LLM which can be completed in 4 semesters, consists of 24-semester credits beyond a bachelor's degree or its equivalent.

The MA in Psychology degree, which can be completed in 8 semesters, consists of 60-semester credits beyond a bachelor's degree or its equivalent.

The PsyD degree, which can be completed in 11 semesters consists of 66-semester credits beyond the master's degree or its equivalent. The DBA degree, which can be completed in 10 semesters consists of 60-semester credits beyond the master's degree or its equivalent. The PsyD and DBA must be completed in no less than 2 years nor more than 10 years from the start date.

The Juris Doctor degree requires a minimum of 88 semester credits completed in 4 years.

Minimum enrollment requirements to be completed at California Southern University to earn a degree are as follows:

Associate	15 semester credits
Bachelor's	30 semester credits
MBA, MSLEEL, MSL, MS DR, M.Ed and MSN	30 semester credits
LLM	21 semester credits
MS in Psychology	36 semester credits
MA in Psychology	48 semester credits
PsyD	36 semester credits
DBA	30 semester credits
Juris Doctor	Subject to Evaluation from CBE (No more than two years)

RECORDS

California Southern University maintains transcripts for fifty years and Learner records for five years. California Southern University recommends that a Learner obtain an official copy of his/her transcript and file it in a safe place.

Learners have certain rights with respect to their educational records. They are:

1. The right to inspect and review the Learner's educational records within 45 days of the day California Southern University receives a request for access. Learners should submit a written request to the Registrar that identifies the record(s) they wish to inspect. The Registrar will make arrangements for access and notify the Learner of the time and place where the record(s) may be inspected. In place of inspecting the record(s), the Learner may request that they be copied and mailed to the Learner. In this case, the Learner will pay a per copy fee of 20 cents per page in addition to postal costs.
2. The right to request the amendment of the Learner's education records that the Learner believes are inaccurate or misleading. Learners may ask California Southern University to amend a record that they believe is inaccurate or misleading. They should write to the Registrar, clearly identifying the part of the record they want changed, and specify why it is inaccurate or misleading. If California Southern University decides not to amend the record as requested by the Learner, California Southern University will notify the Learner of the decision and advise the Learner of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the Learner when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the Learner's education records. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interest. A school official is a person employed by California Southern University in an administrative, supervisory, academic or support staff position; a person or company with whom California Southern University has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a Learner serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

RIGHTS TO APPEAL A GRADE

A Learner has the right to appeal a grade received in a course to the faculty mentor from whom the grade was received. The appeal must be in writing and must be postmarked no later than 15 days after the Learner received notification of the grade. If the appeal is denied, or if the faculty mentor does not respond within 15 days after receiving the appeal, the Learner may appeal directly to the dean within an additional 15-day period. The dean will render a final decision on the grade within 15 days after receiving the Learner's appeal. (This policy does not apply to JD Learners, who should refer to the School of Law section of the catalog.)

RIGHT TO DROP A COURSE

Learners may drop a course up to and including the 14th day after the course start date with no academic or financial penalty. See procedures for Withdrawal and Cancelled Course under the Grading System section. For Learners using military benefits, dropping a course affects benefits.

RIGHTS AND GRIEVANCE PROCEDURE

(Does not apply to appeals of grades.)

A grievance is a serious complaint that demonstrates that the student has been or is being adversely affected by 1) inappropriate interpretation of university policies or 2) inappropriate response, lack of response, or decision by any person with administrative control and responsibility. A grievance is directed toward the university, not a specific person, and should be in writing per the grievance procedure published in the university catalog. Learner grievances are typically items such as administrative issues, financial issues, technical issues, faculty performance, program content, program effectiveness/expectations or library services that were not able to be resolved in an informal manner.

In the event that a Learner has a complaint, grievance or dispute with California Southern University regarding university procedures, decisions, or judgments, the Learner has a right to seek a satisfactory resolution through the formal avenues of appeal and redress as follows:

Step 1: Notification. The Learner must notify the relevant faculty mentor, staff or administrator in writing, by certified or registered mail postmarked no later than 15 days after the occurrence, stating the basis for the grievance, the details of the matter, and the remedy requested. The individual so notified shall respond with a decision in writing within 15 days of receipt of the grievance.

Step 2: Appeal. If the remedy requested is denied, or if the relevant university administrator does not respond within 15 days after the notification of Step 1 has been mailed, the Learner may appeal in writing, sent by certified or registered mail, directly to the dean or higher-level administrator within an additional 15 day period. The recipient of the appeal will review the grievance and render a decision within 15 days of receipt of the Learner's appeal. However, failure to initiate a Step 2 appeal within the 15-day time frame indicates that the Learner accepts the Step 1 decision as final and that the matter is closed.

Step 3: Final Decision. If the remedy requested is denied or the university does not respond within 15 days after the Step 2 notice has been mailed, the Learner may appeal in writing, sent by certified or registered mail, directly to the Academic Committee within an additional 15 day period. The Committee will meet with the individuals involved to investigate the matter and will render a decision within 15 days of receipt of the Learner's appeal.

The Committee's decision shall be final. However, failure to initiate a Step 3 appeal within the 15-day period indicates that the Learner accepts the Step 2 decision as final and that the matter is closed.

Learner's Rights: A Learner or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education at 2535 Capital Oaks Drive, Suite 400, Sacramento, CA 95833, by calling 888-370-7589, or by completing a complaint form, which can be obtained on the bureau's website: www.bppe.ca.gov.

SEXUAL HARASSMENT

California Southern University is committed to providing an educational environment free of sexual harassment. University policy prohibits sexual harassment and harassment based on pregnancy, childbirth or related medical conditions, race, religious creed, color, gender, national origin or ancestry, physical or mental disability, medical condition, marital status, registered domestic partner status, age, sexual orientation or any other basis protected by federal, state or local law or ordinance or regulation.

The university's anti-harassment policy applies to all Learners, as well as to all faculty, staff, and administrators involved in the operation of CalSouthern. It also prohibits harassment based on the perception that anyone has any of the above described characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

Prohibited harassment includes, but is not limited to, the following behavior:

- Verbal or written conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;
- Visual displays such as derogatory and/or sexually-oriented posters, photography, cartoons, drawings or gestures;

- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race or any other protected basis;
- Retaliation for reporting or threatening to report harassment.

TEXTBOOKS AND INSTRUCTIONAL MATERIAL

Appropriate textbooks and course syllabi are used for each course. Textbooks are purchased separately, and the cost of textbooks is not included in the cost of tuition. Required texts as well as recommended texts are indicated in the course syllabus by title, author, and publisher. Learners can obtain textbooks from any source of their choice; however, California Southern University has an agreement with an online book supplier to assist Learners in acquiring text material in a timely manner.

The average cost of textbooks for the Juris Doctor program is approximately \$900 to \$1,200 per year. For other programs, the estimated average textbook costs per course is \$145. Consult the California Southern University website for information on obtaining textbooks.

TRANSCRIPTS

A complete set of the Learner's records, including a transcript of grades, is kept in a permanent file. One copy of the transcript is provided free of charge upon graduation. Additional copies of a transcript may be ordered from the Registrar at a cost of \$10 each.

ADDITIONAL DISCLOSURES

California Southern University does not participate in federal or state financial aid programs. Nonetheless, for consumer protection, the university is required to include the following statements. If the Learner obtains a loan to pay for an educational program, the Learner will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and, if the Learner has received federal student financial aid funds, the Learner is entitled to a refund of the moneys not paid from federal student financial aid program funds.

Requests for transcripts must be made in writing, using the university transcript request form, must bear the signature of the individual whose records are sought, and must include payment of the required transcript fee. The Registrar will process the transcript showing courses that do not have a tuition balance due. Any California Southern University courses with an outstanding tuition balance will not appear on the transcripts, even if successfully completed.

Learners in the School of Law who are preparing to take the California Bar Examination are required to have California Southern University submit a transcript when applying to take the baby bar and again for the general bar examination.

TRANSFERABILITY OF CREDITS AND DEGREES EARNED

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION:

The transferability of credits you earn at California Southern University is at the complete discretion of an institution to which you may seek to transfer. Acceptance of credits, degree or certificate you earn at California Southern University is also at the complete discretion of the institution to which you may seek to transfer. If the credits, degree or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution.

For this reason you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending California Southern University to determine if your credits or degree will transfer.

The university has no pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years, or has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).

11. FINANCIAL POLICIES AND PROCEDURES



FINANCIAL RESPONSIBILITY

A Learner may be suspended from California Southern University for failure to pay the tuition and fees as agreed to in the enrollment agreement. Upon completion of the degree program, any outstanding financial balance is due and payable immediately.

A Learner may not graduate, nor receive a degree, diploma or transcript, until all financial obligations have been satisfied.

Returned Check/Declined Charge Policy

A \$25 returned check fee will be charged to the Learner’s account when a check is returned by the bank as unpaid or when an electronic payment is declined. An electronic notification will be sent to the email address on file with CalSouthern for the Learner whose account is affected. It is the Learner’s responsibility to immediately replace the payment.

Should CalSouthern be notified of a returned check or otherwise declined payment, CalSouthern may put a hold on the Learner account affected, suspend the Learner from the program, deny the Learner new course registration, and restrict the issuing of transcripts and/or diplomas.

REFUND, CANCELLATION AND WITHDRAWAL POLICIES

Refund Policy

A new Learner who cancels within 7 days after enrolling or through the first scheduled day of class will receive a refund of all money paid to the university, less the \$75.00 application fee. Thereafter, the university will retain any additional non-refundable fees, as applicable, and will calculate refunds as set forth below.

Course Length	Refundable Tuition		Amount Owed
	8 weeks	During Weeks 1 and 2 (Days 1 to 14)	100%
8 weeks	Refundable Tuition Due After		Amount Owed After
	2nd week (Days 15 to 21)	60%	40%
	3rd week (Days 22 to 28)	40%	60%
	4th week (Days 29 to 35)	20%	80%
	5th week (Days 36 and after)	0%	100%

Course Length	Refundable Tuition		Amount Owed
	16 weeks	During Weeks 1 and 2 (Days 1 to 14)	100%
16 weeks	Refundable Tuition Due After		Amount Owed After
	2nd week (Days 15 to 21)	70%	30%
	3rd week (Days 22 to 28)	60%	40%
	4th week (Days 29 to 35)	50%	50%
	5th week (Days 36 to 42)	40%	60%
	6th week (Days 43 to 49)	30%	70%
	7th week (Days 50 to 56)	20%	80%
	8th week (Days 57 to 63)	10%	90%
9th week (Days 64 and after)	0%	100%	

For Maryland residents enrolled in 16-week courses, see *School of Law Maryland Resident Refund Calculation*.

All refunds are based on the amount due for the current courses and previous courses attempted. There are no refunds when the Learner completes courses or the entire program within a shorter time period. There are no refunds for the application fee and other non-refundable fees.

The same tuition refund policy applies to a Learner who is dismissed or whose enrollment is otherwise terminated by the university. The date of the dismissal or termination will impact the refund policy in the same way as does the date of the cancellation and withdrawal.

Cancellation and Withdrawal Policy

Important: The Learner is responsible for notifying the university of cancellation or withdrawal in writing.

Learners who wish to cancel or withdraw from their program of study should send a written notice. Written notice can be sent via email to registrar@calsouthern.edu or via regular mail to:

The Registrar - California Southern University
3330 Harbor Blvd., Costa Mesa, CA 92626

The notice of cancellation and withdrawal is effective when sent. The university will pay any refund due under the terms of the refund policy within 30 days of the written cancellation and withdrawal. The Learner is responsible for paying any amount due the university as a result of an underpayment.

UNDERGRADUATE DEGREES (AALS, BBA, BA, BAS, BSCJ) and Pre-Baccalaureate Certificates

Eight Week Refund Examples

A Learner paid tuition of \$2,250 for six credits and sent an email notice of cancellation and withdrawal to the Registrar.

The only variant is the timing of the Learner’s notice.

Example 1: The Learner withdraws on or before the 14th day after the course start date.

Example 2: The Learner withdraws on day 18 after the course start date.

Example 3: The Learner withdraws on day 29 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$2,250	\$2,250	\$2,250
Tuition amount owed by Learner	\$0 (0%)	\$900 (40%)	\$1,800 (80%)
Total due Learner	\$2,250 (100%)	\$1,350 (60%)	\$450 (20%)

UNDERGRADUATE DEGREE (BSN)

Eight Week Refund Examples

A Learner paid tuition of \$900 for six credits and sent an email notice of cancellation and withdrawal to the Registrar.

The only variant is the timing of the Learner’s notice.

Example 1: The Learner withdraws on or before the 14th day after the course start date.

Example 2: The Learner withdraws on day 18 after the course start date.

Example 3: The learner withdraws on day 29 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$900	\$900	\$900
Tuition amount owed by Learner	\$0 (0%)	\$360 (40%)	\$720 (80%)
Total due Learner	\$900 (100%)	\$540 (60%)	\$180 (20%)

GRADUATE DEGREE (MSN)

Eight Week Refund Examples

A Learner paid tuition of \$1,275 for three credits and sent an email notice of cancellation and withdrawal to the Registrar. The only variant is the timing of the Learner’s notice.

Example 1: The Learner withdraws on or before the 14th day after the course start date.

Example 2: The Learner withdraws on day 18 after the course start date.

Example 3: The Learner withdraws on day 29 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$1,275	\$1,275	\$1,275
Tuition amount owed by Learner	\$0 (0%)	\$510 (40%)	\$1,020 (80%)
Total due Learner	\$1,275 (100%)	\$765 (60%)	\$255 (20%)

GRADUATE DEGREES

(MBA, MSLEEL, MA, MS, MSL, MSDR, LLM, M.Ed., DBA, PsyD), Leveling Courses and Post-Baccalaureate Certificates

Eight Week Refund Examples

A Learner paid tuition of \$1,485 for three credits and sent an email notice of cancellation and withdrawal to the Registrar. The only variant is the timing of the Learner’s notice.

Example 1: The Learner withdraws on or before the 14th day after the course start date.

Example 2: The Learner withdraws on day 18 after the course start date.

Example 3: The Learner withdraws on day 29 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$1,485	\$1,485	\$1,485
Tuition amount owed by Learner	\$0 (0%)	\$594 (40%)	\$1,188 (80%)
Total due Learner	\$1,485 (100%)	\$891 (60%)	\$297 (20%)

GRADUATE DEGREE (JD)

Sixteen Week Refund Examples

A Learner paid tuition of \$3,000 for eight credits and sent an email notice of cancellation and withdrawal to the Registrar. The only variant is the timing of the Learner’s notice.

Example 1: The Learner withdraws on or before the 14th day after the course start date.

Example 2: The Learner withdraws on day 28 after the course start date.

Example 3: The Learner withdraws on day 55 after the course start date.

	Example 1	Example 2	Example 3
Tuition amount paid by Learner	\$3,000	\$3,000	\$3,000
Tuition amount owed by Learner	\$0 (0%)	\$1,200 (40%)	\$2,400 (80%)
Total due Learner	\$3,000 (100%)	\$1,800 (60%)	\$600 (20%)

For Maryland residents, see *School of Law Maryland Resident Refund Calculation*.

TAX DEDUCTIONS FOR EDUCATION EXPENSES

Current United States Treasury Regulations may permit an income tax deduction for educational expenses (application fees, tuition, books and material, postage, phone, etc.) undertaken to:

- Maintain or improve skills required in one’s employment or other trade or business; or
- Meet specific requirements of an employer or a law imposed as a condition to retention of employment, job status or rate of compensation.

Learners are advised to consult with a qualified tax specialist concerning their deductions and the application of tax laws to their situation.

TUITION, FEES AND PAYMENT OPTIONS

Tuition and Fees

This schedule reflects the tuition and fees in effect at the time of publication of this Catalog. The university reserves the right to change tuition and fees as it deems necessary; however, the Learner who has enrolled in a program of study, signed an Enrollment Agreement and commenced courses, will not be subject to a tuition increase during the duration of the enrollment provided the Learner makes satisfactory academic progress and maintains continuous enrollment. Subsequent Enrollment Agreements will reflect the tuition in effect when the agreement is signed. The university does not participate in federal and state financial aid programs.

Application Fee (Non-Refundable)	\$75
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Tuition per Semester Credit (See refund policy)	
UNDERGRADUATE DEGREES AND COURSES:	
AALS, BBA, BAS, BASCJ, BA and Pre-Baccalaureate Certificates	\$375
BSN	\$150
GRADUATE DEGREES AND COURSES:	
JD	\$375
MSN	\$425
MBA, MSLEEL, MA, MS, MSL, MS DR, LLM, M.Ed., DBA, PSYD, Leveling Courses and Post-Baccalaureate Certificates	\$495

Miscellaneous Fees (Non-refundable)	
1L Capstone Seminar Fee (Optional for JD only)	\$450
Change of Academic Program Fee	\$200
Technology Fee (Renewable in 4 years)	\$100
Course Extension Fee	\$200
Certificate Fee	\$50
Diploma Replacement Fee	\$50
Doctoral Project Fee Due in three installments of \$500 each prior to enrolling in Doctoral Project I, II and III.	\$1,500
FYLSX Processing Fee (JD only)	\$75
Graduation Audit Fee	\$100
Internship Fee	\$1,500
Late Payment Fee (Per payment)	\$25
Reapplication Fee	\$50
Replacement Learner Identification Card	\$20
Return Check/Declined Charge Fee (Per item)	\$25
Thesis Fee (Due prior to enrolling in the Thesis)	\$500
Transcript Fee (Each official or unofficial)	\$10
Writing Seminar Fee	\$500
Student Tuition Recovery Fund (STRF) – The STRF assessment rate is \$0.00 per \$1,000 of institutional charges rounded to the nearest \$1,000. The STRF is not applicable to JD, LLM, MSDR and MSL learners.	

Psychological Assessment Fee

Optional – A loaner fee is assessed for psychological tests borrowed from the university for psychological assessment courses. The fee varies according to the test borrowed.

Graduation Attendance Fee

Attendance at graduation is voluntary. A separate fee may be charged for those who attend.

Shipping Fees – Domestic and International

Mailing through the United States Postal Service (first class or priority mail) is at no cost to the Learner. The cost for domestic and international expedited and other shipping means varies according to weight, method of shipping and location of the shipping address. The Learner is responsible for paying this cost plus a maximum of \$5 handling charge. For detailed information regarding actual shipping costs, contact California Southern University.

State of California Student Tuition Recovery Fund

The State of California created the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by Learners who are California residents, or are enrolled in a residency program attending certain schools regulated by the Bureau for Private Postsecondary Education.

You may be eligible for STRF if you are a California resident or are enrolled in a residency program, prepaid tuition, paid STRF assessment, and suffered an economic loss as a result of any of the following:

- The school closed before the course of instruction was completed.
- The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.
- The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.
- There was a material failure to comply with the Act or the Division within 30 days before the school closed or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.
- An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for a violation of the Act."
- However, no claim can be paid to any student without a social security number or a taxpayer identification number.

You must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:

- You are a student, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and
- Your total charges are not paid by any third-party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:

- You are not a California resident, or are not enrolled in a residency program, or
- Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.
- You are enrolled in either the JD, LLM, MSDR or MSL programs.

It is important that Learners keep a copy of any enrollment agreement, contract or application to document enrollment; tuition receipts or canceled checks to document the total amount of tuition paid; and records which will show the percentage of the course which has been completed. Such records would substantiate a claim for reimbursement from the STRF, which to be considered, must be filed within 60 days following school closure.

This fund is for California residents who are not the recipients of third party payer tuition and course costs. For further information or instructions, contact:

Bureau for Private Postsecondary Education
 Physical Address: 2535 Capitol Oaks Drive, Suite 400
 Sacramento, CA 95833
 Mailing Address: P.O. Box 980818
 West Sacramento, CA 95798-0818
 Phone: 916-431-6959 / Toll Free: 888-370-7589
 Fax: 916-263-1897
 Web: www.bppe.ca.gov

Payment Options

Tuition payment options are available. Learners must choose a tuition payment plan when enrolling with California Southern University. Payment options are specified on the Enrollment Agreement and are described as follows:

Payment Plan Details				
	Undergraduate Degrees Pre-Baccalaureate Certificates	Graduate Degrees Leveling Courses Post-Baccalaureate Certificates	JD Degree	Single Subject Undergraduate Courses Graduate Courses
OPTION 1: Payment in Full for the Year	Payment of full program tuition made in advance of all courses to be taken.	Payment of full program tuition made in advance of all courses to be taken.	Payment of full program tuition made in advance of all courses to be taken.	Payment of full program tuition made in advance of all courses to be taken.
OPTION 2: Semester-at-a-Time Payment Plan	Payment of full term or semester tuition is made before beginning term or semester.	Payment of full term or semester tuition is made before beginning term or semester.	Payment of full term or semester tuition is made before beginning term or semester.	Payment of full term or semester tuition is made before beginning term or semester.
OPTION 3: Monthly Payment Plan	First month's payment of \$295 is made at time of enrollment. Regular monthly payments of \$295 begin on the first of the month following the start date of the Learner's first course. Payments are due monthly until total charges for the entire program are paid in full.	First month's payment of \$395 is made at time of enrollment. Regular monthly payments of \$395 begin on the first of the month following the start date of the Learner's first course. Payments are due monthly until total charges for the entire program are paid in full.	Payment of 25% of the semester's tuition is made before beginning the semester plus three payments of 25% each paid the first of the month after the course is started and the first of each subsequent month until the semester is paid in full.	Payment of 50% of term or semester's tuition is made before beginning the term or semester plus a payment of 50% paid the first of the month after the course is started.
OPTION 4: 3rd Party Payer	Payment of term or semester tuition is paid by a 3rd party. Vouchers: MyCAA Financial Assistance Employer Vocational Rehabilitation (Ch. 31) VA Post 9/11 GI Bill Benefits (Ch. 33)	Payment of term or semester tuition is paid by a 3rd party. Vouchers: MyCAA Financial Assistance Employer Vocational Rehabilitation (Ch. 31) VA Post 9/11 GI Bill Benefits (Ch. 33)	Payment of term or semester tuition is paid by a 3rd party. Vouchers: MyCAA Financial Assistance Employer Vocational Rehabilitation (Ch. 31) VA Post 9/11 GI Bill Benefits (Ch. 33)	Payment of term or semester tuition is paid by a 3rd party. Vouchers: MyCAA Financial Assistance Employer Vocational Rehabilitation (Ch. 31) VA Post 9/11 GI Bill Benefits (Ch. 33)

NOTE:

- Tuition will not be increased during the program provided the Learner makes satisfactory academic progress and maintains continuous enrollment.
- Repeated courses and courses taken beyond those required on the degree plan require additional tuition.

SCHEDULE OF TOTAL CHARGES FOR THE PROGRAM

The estimated schedule of total charges for the entire educational program does not include optional fees listed under Miscellaneous Fees (Non-refundable) in the FINANCIAL POLICIES AND PROCEDURES section of the catalog.

Undergraduate Degrees													
Program of Study	Degree	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Maximum Applicable Transfer Credits	Program Tuition with Maximum Transfer Credits	Application Fee	Technology Fee	Graduation Audit Fee	Estimated Schedule of Total Charges for the Entire Program (With maximum transfer credits)	Estimated Schedule of Total Charges for the Entire Program (With no transfer credits)	
Associate of Arts in Liberal Studies	AA	60	\$375	\$4,500	\$2,250	45	\$5,625	\$75	\$100	\$100	\$5,900	\$22,775	
Bachelor of Arts in Psychology	BA	120	\$375	\$4,500	\$2,250	90	\$11,250	\$75	\$100	\$100	\$11,525	\$45,275	
Bachelor of Business Administration	BBA	120	\$375	\$4,500	\$2,250	90	\$11,250	\$75	\$100	\$100	\$11,525	\$45,275	
Bachelor of Science in Criminal Justice	BSCJ	120	\$375	\$4,500	\$2,250	90	\$11,250	\$75	\$100	\$100	\$11,525	\$45,275	
Bachelor of Applied Science	BAS	120	\$375	\$4,500	\$2,250	90	\$11,250	\$75	\$100	\$100	\$11,525	\$45,275	
Bachelor of Science in Nursing	BSN	120	\$150	\$1,800	\$900	90	\$4,500	\$75	\$100	\$100	\$4,775	\$18,275	

Undergraduate tuition is calculated at 12 credits per semester. The *Schedule of Total Charges for Period of Attendance* is based on 6 credits for the first term. Actual tuition may vary depending on number of credits.

Master's Degrees														
Program of Study	Degree	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Maximum Applicable Transfer Credits	Program Tuition with Maximum Transfer Credits	Application Fee	Technology Fee	Graduation Audit Fee	Thesis Fee	Estimated Schedule of Total Charges for the Entire Program (With maximum transfer credits)	Estimated Schedule of Total Charges for the Entire Program (No transfer credits)	
Master of Business Administration	MBA	36	\$495	\$2,970	\$1,485	6	\$14,850	\$75	\$100	\$100		\$15,125	\$18,095	
Master in Education	MEd	36	\$495	\$2,970	\$1,485	6	\$14,850	\$75	\$100	\$100		\$15,125	\$18,095	
Master of Arts in Psychology	MA	60	\$495	\$2,970	\$1,485	12	\$23,760	\$75	\$100	\$100		\$24,035	\$29,975	
Master of Science in Law	MSL	36	\$495	\$2,970	\$1,485	6	\$14,850	\$75	\$100	\$100		\$15,125	\$18,095	
Master of Science in Law Enforcement Executive Leadership	MSLEEL	36	\$495	\$2,970	\$1,485	6	\$14,850	\$75	\$100	\$100		\$15,125	\$18,095	
Master of Science in Nursing	MSN	36	\$425	\$2,550	\$1,275	6	\$12,750	\$75	\$100	\$100		\$13,025	\$15,575	
Master of Science in Psychology	MS	42	\$495	\$2,970	\$1,485	6	\$17,820	\$75	\$100	\$100	\$500	\$18,595	\$21,565	
Master of Laws	LLM	24	\$495	\$2,970	\$1,485	3	\$10,395	\$75	\$100	\$100		\$10,670	\$12,155	
Master of Science in Dispute Resolution	MSDR	36	\$495	\$2,970	\$1,485	6	\$14,850	\$75	\$100	\$100		\$15,125	\$18,095	

Juris Doctor Degree													
Program of Study	Degree	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Maximum Applicable Transfer Credits	Program Tuition with Maximum Transfer Credits	Application Fee	Technology Fee	Graduation Audit Fee	FYLSX Fee	Estimated Schedule of Total Charges for the Entire Program (With maximum transfer credits)	Estimated Schedule of Total Charges for the Entire Program (With no transfer credits)
Juris Doctor	JD	88	\$375	\$3,000	\$3,000	Two Years	Varies	\$75	\$100	\$100	\$75	Varies	\$33,350

Juris Doctor tuition is based on 8 credits per semester. The *Schedule of Total Charges for the Period of Attendance* is based on 8 credits for the first semester. Actual tuition may vary depending on the number of credits.

Doctoral Degrees													
Program of Study	Degree	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Maximum Applicable Transfer Credits	Program Tuition with Maximum Transfer Credits	Application Fee	Technology Fee	Graduation Audit Fee	Doctoral Project Fee / Internship Fee PsyD Only	Estimated Schedule of Total Charges for the Entire Program (With maximum transfer credits)	Estimated Schedule of Total Charges for the Entire Program (With no transfer credits)
Doctor of Psychology	PsyD	66	\$495	\$2,970	\$1,485	30	\$17,820	\$75	\$100	\$100	\$1,500	\$19,595	\$34,445
Doctor of Business Administration	DBA	60	\$495	\$2,970	\$1,485	30	\$14,850	\$75	\$100	\$100	\$1,500	\$16,625	\$31,475

Graduate tuition is based on 6 credits per semester. The *Schedule of Total Charges for Period of Attendance* is based on 3 credits for the first term except for the Master of Science in Law which is based on 6 credits for the semester. Actual tuition may vary depending on the number of credits.

Pre-Baccalaureate Certificate									
Program of Study	Certificate	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Application Fee	Technology Fee	Estimated Schedule of Total Charges for the Entire Program	
Certificate in Addiction Studies	CPAS	27	\$375	\$4,500	\$2,250	\$75	\$100	\$10,300	
Certificate in Leadership	CLDR	15	\$375	\$4,500	\$2,250	\$75	\$100	\$5,800	

Post-Baccalaureate Certificate									
Program of Study	Certificate	Program Length	Tuition Per Credit	Tuition Per Semester	Schedule of Total Charges for Period of Attendance	Application Fee	Technology Fee	Estimated Schedule of Total Charges for the Entire Program	
Certificate in Alcoholism and Chemical Dependency	CPACD								
Certificate in Financial Management	CBFM								
Certificate in Healthcare Services	CPHCS								
Certificate in Human Resource Management	CBHRM								
Certificate in Industrial and Organizational Psychology	CPIOP								
Certificate in International Business	CBIB	18	\$495	\$2,970	\$1,485	\$75	\$100	\$9,085	
Certificate in Management	CBM								
Certificate in Pastoral Counseling	CPPC								
Certificate in Sport Psychology	CPSP								
Certificate in Project Management	CBPM								
Certificate in Strategic Leadership	CBSL								

Graduate tuition is based on 6 credits per semester. The *Schedule of Total Charges for Period of Attendance* is based on 3 credits for the first term.

12. ADMINISTRATION AND THE FACULTY



BOARD OF DIRECTORS

The university is incorporated in the state of California as California Southern University, Inc.

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ROBBIN THOMAS	VP Operations, Project Management Institute, Orange County, CA Chapter
DAVID TUYO	EVP/CFO, Power Financial Credit Union
ED WIRTH, PhD	President, EDW Consulting, Inc., Director of Marketing and Sales, Power Service Concepts

School of Criminal Justice

JOSEPH GAMALDI	Field Training Officer, Houston Police Department
CHIEF DARIN LENYI	Placentia Police Department
CHIEF RAUL QUEZADA	Anaheim Police Department
CHRISTOPHER REVERE	Commander, Santa Ana Police Department

School of Behavioral Sciences

JEFFREY K. ZEIG, PhD	Private Practice as Marriage and Family Therapist, Founder and Director of the Milton H. Erickson Foundation
BARBARA LACKEY, PhD	(Faculty), Private Practice, Subject Matter Expert for the State of California (planning, writing, critiquing, and evaluating both MFT and LEP Licensing exams)
JOSHUA TAYLOR, PhD	Chief Quality Management Officer, Program Manager II, County of San Bernardino / Department of Behavioral Health / Quality Management Division
JULIE HAYDEN, PsyD	Clinical Psychologist, Dean, School of Behavioral Sciences, California Seminary
GRAHAM TAYLOR, PsyD	Clinical Psychologist and the Founder and President of the Taylor Study Method
SARA G. GILMAN, MA	(Student), Marriage and Family Therapist, President, Coherence Associates, Inc.
EHSAN GHARADJEDAGHI, PsyD	Founder and Owner of the Elite Care, Founder of Therapy Cable

School of Nursing

DR. LAURA WOOD, RN, DNP, CNO	Boston Children's Hospital Boston, MA
MICHELE HANLEY RN, MSN	Clinical Educator CHOC, Nursing Instructor, California Baptist University
DR. GERALD ANTOINE, MD	Caribbean Medical Providers Practicing Abroad

THE FACULTY

Faculty are available through a variety of communication mediums including telephone, email, Skype, web conference, etc. Additional information is posted in the course syllabus. The university has full-time, core and adjunct faculty. Full-time faculty members are appointed by the program dean and have learner advising responsibilities. Core faculty are part-time and in addition to teaching, take a leadership position in review and training.

Full-time and core faculty are required to perform additional administrative duties as assigned by deans.

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To learn more about the faculty, please visit the California Southern University faculty page at www.calsouthern.edu/academics/faculty.

LOCATION AND CONTACT INFORMATION

Facilities

California Southern University's main administrative and academic offices are located in beautiful Orange County, in the city of Costa Mesa, California.

Conveniently located along the 405 freeway, California Southern University is within minutes of beautiful beaches and major Southern California attractions. The local domestic airport is John Wayne (SNA) Airport, which sits on the border of Newport and Santa Ana and is a short drive from our office and graduation hall. For international Learners and graduates, Los Angeles International (LAX) Airport is approximately 40 minutes away.

If you are in Southern California and would like to stop by, or if you are in the area on holiday or to attend the annual graduation, you are welcome to visit the facilities to meet with the on-site staff during normal business hours. Please call in advance of your visit to set up an appointment. We look forward to meeting you!

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University Holidays

- New Year's Holiday
- President's Day
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving
- Winter Holiday

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