



**PARK UNIVERSITY**

**2020**

**2021**

**UNDERGRADUATE CATALOG**

# Catalog Home

## About Park University's Catalog

The purpose of the catalog is to provide information about the academic programs and degree requirements in effect for the academic year. The catalog includes information about courses, programs of study, policies, and services available to students. Park University offers a wide array of programs available on the Parkville campus, campus centers around the country, and online. Please browse the catalog to learn more about the University and its academic programs.

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 741-2000  
(800) 745-PARK  
park.edu

The information contained in this Park University undergraduate catalog may be modified at any time at the University's discretion when deemed necessary or desirable to better carry out the University's purposes and objectives. This catalog contains informational material only. Neither the provisions of this catalog, nor the acceptance of students through registration and enrollment in the University, constitute a contract or an offer to enter into a contract. Fees, deadlines, academic requirements, courses, degree programs, academic policies, and other information in this catalog may be changed without notice.

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

Certified true and correct as to content and policy.

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Greg R. Gunderson, Ph.D.  
President, Park University

# Message from the President

Dear Students,

On behalf of our faculty and staff, I am pleased to welcome you to the start of another year at Park University! Whether you are a new or returning student who takes classes in Parkville or elsewhere in our campus center network - know you are part of Park University. Our University has a rich history that reflects our core desire to be inclusive by embracing diversity and offering classes at the times, locations and in the delivery formats that best serve your education needs.

The Park University story, which began in 1875 in Parkville, Mo., now encompasses 41 locations in 21 states, but that is only part of what makes us special. Via our online learning program, our students truly can be found in every state, as well as across the globe. That same global experience can also be found on our flagship Parkville Campus, with 261 international students representing 58 nations studying in our classrooms and enriching Park's educational experience.

In the year ahead you will have many opportunities to interact with the dedicated faculty and staff that also make Park University their home. These individuals are dedicated to providing you with a personalized, quality education. In the end, the full value of your education is in your hands; I encourage all of you to become involved with your classmates and take advantage of all Park has to offer.

Both now and long after you have successfully finished your degree, Park will be here for you, your family and your community. I wish you the best in the year ahead, and if I can be of any assistance, please let me know.

Welcome to Park!

Greg R. Gunderson, Ph.D.  
President  
Park University

# Mission/Vision/History

## Core Values That Guide Our Actions

- We expect **ACCOUNTABILITY** for our actions at all levels, to each other and to Park University.
- We treat all with **CIVILITY** and **RESPECT** while being open and honest in our communication.
- We seek **EXCELLENCE** in all we do, with passionate learning as our highest priority.
- We celebrate **GLOBAL CITIZENSHIP** through our connected learning and working environment, liberal arts education and community stewardship.
- We embrace **INCLUSIVITY** that fosters diversity, teamwork and collaboration.
- We act with **INTEGRITY** through honesty, efficiency and reliability.

## Mission Statement

*Park University transforms lives through accessible, student-centered, quality higher education.*

## Vision Statement

*Park University will meet learners' needs for a lifetime.*

## History of Park University

Founded in 1875 in Parkville, Mo., a suburb of Kansas City, Park University has developed into a comprehensive, independent institution that is a national leader in higher education. In 2000, Park achieved university status and now serves 16,500 students annually at 41 campus centers in 21 states and online, including 35 campuses at military installations across the country. The University is accredited by the Higher Learning Commission, and dedicates itself to affordability, innovation and quality.

Serving an ethnically diverse student population and nontraditional adult learners has, for many years, been central to Park's educational mission. Even in its first year, the University enrolled women students as well as men, something that was unusual at the time; and two of the original 17 students were Native Americans. Park was also an early integrator when it welcomed African-American students to live in Park's residence halls in the 1950s. Park has educated generations of students from diverse backgrounds providing affordable access to a private university education.

Park University's flagship Parkville Campus is situated high on a bluff commanding an inspiring view of the Missouri River, which sweeps in a broad bend around the quiet community of Parkville. To the south and southeast, the skyline of downtown Kansas City, Mo., is visible. The 700-acre campus is a site of breathtaking natural beauty with woodlands, waterfalls and wildflowers.

Steeped in history, one can almost sense the presence of former Parkites who assisted in constructing many of the Parkville Campus buildings. Mackay Hall, on the National Register of Historic Places, houses administrative offices as well as classrooms. Construction began in 1886 with students quarrying stone from the surrounding land and carrying it to the site, building the structure as a means of earning their tuition. With its clock tower overlooking the residence halls, classrooms and other more modern facilities around it, Mackay is the symbol of Park University.

You can still work to help pay for your Park University education, and there is still a Park family atmosphere. This is the part of the University we can't put on a map or show on a tour, yet it is as much a part of Park as the buildings and the landscape. This is friendliness, helpfulness, caring and concern for one another. It transcends race, religion, gender, cultures and income bracket. It is known as the Park Spirit.

Park University is committed to being one of the finest institutions in the nation, providing quality education in a wholesome environment for all students, including traditional and nontraditional full-time students on the historic Parkville Campus, and fully employed, full-time and part-time students on campus centers across the nation. And Park prides itself in its long-standing partnership with the U.S. military, and it is recognized as one of the largest providers of online undergraduate education to the armed forces.

## **Parkville and Kansas City**

Park University calls Parkville, Mo., and the Greater Kansas City area home, offering students both small-town life and the flashing lights of a big city. With a population of more than 5,000, Parkville allows students the small-town lifestyle and tightly knit community often times associated with smaller universities. The Kansas City metropolitan area, the 29th largest in the U.S. with an estimated population just more than 2 million, provides numerous entertainment and shopping options, along with excellent opportunities for student employment in industries, businesses and agencies throughout the region.

Parkville is ideally located in the Heart of America, just 10 minutes northwest of downtown Kansas City, Mo., and 15 minutes south of Kansas City International Airport. Just minutes away are tradition-rich barbeque spots and professional sports venues, recreational activities, performing arts, museums, galleries, theaters and parks, making the Kansas City area one of the hottest tourist destinations in the country.

## **Equal Employment Opportunity Policy**

Park University is committed to equality in employment in all personnel matters, both academic and non-academic areas. Park University shall not discriminate on the basis of race, color, religion, gender, marital status, sexual orientation, pregnancy, national origin, age, disability, and veteran status. The University will follow procedures to prohibit discrimination in accordance with appropriate legal principles, including, but not limited to, Title VI of the Civil Rights Act of 1964, as amended, and Title IX of the Education Amendments of 1972. Inquiries or concerns may be directed to the Associate Vice President and Chief Human Resource Officer.

## **Diversity Statement**

Park University is committed to recruiting, developing, retaining, and promoting talented employees with diverse backgrounds, talents, skills and experiences. At Park University, diversity encompasses a variety of characteristics, lifestyles, and perspectives. The University firmly believes this diversity is essential to enhancing the quality of service to its students, to meeting the needs and goals of its learners, and to ensuring the personal satisfaction of its employees and the Park University community.

## **Physically Inaccessible Classrooms**

Park University takes seriously its commitment to removing educational barriers and providing accessible facilities to all students, employees, and visitors. Due to its historic campus, the University has a limited number of classrooms that are only accessible by staircase. These rooms include the following: Lower level of the Chapel, Alumni Hall 3rd floor, Herr House (except limited first floor access), and Dearing (except first floor). The University encourages all students to check schedules for classroom assignments as soon as possible to determine the location of their classrooms, and whether they have any concerns about the accessibility of the assigned classroom. Students who have accessibility concerns due to a documented physical or mobility-related disability

should contact Disability Services, Ms. Florenda Jarrard, Assistant Director of Academic Support Services, (816) 584-6313 or [disabilityservices@park.edu](mailto:disabilityservices@park.edu). The University encourages students to notify Disability Services as early as possible to allow the University the opportunity to provide appropriate accommodations prior to the start of classes.

## **Non-Discrimination Policy**

Park University prohibits discrimination on the basis of race, sex, color, national origin, sexual orientation, marital status, disability, religion and age in employment, and in its admission, education, programs, and activities of students under state and federal law, including Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Titles VI and VII of the Civil Rights Act of 1964, as amended. Title IX specifically prohibits discrimination and harassment on the basis of sex. Park University will not tolerate sex discrimination or harassment of applicants, students, or employees, whether by students, faculty, staff, administrators, contractors, or outside vendors. Park University recognizes not only its legal responsibilities but also its moral and ethical responsibilities to prohibit discrimination and harassment on the basis of sex and to take appropriate and timely action to ensure an environment free of such inappropriate conduct and behavior. Additionally, Park University will not tolerate retaliation in any form against an applicant, student, or employee for reporting a violation of this policy or assisting in the investigation of a complaint. Inquiries or concerns about the Non-Discrimination Policy may be directed to the Associate Vice President for Human Resources or the Dean of Students.

## **Accreditation/Memberships**

### **Accreditation**

Park University is accredited by the Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL, 60604 (800-621-7440).

The undergraduate and graduate business and public administration programs and the Master of Healthcare Administration program in the School of Business are accredited by the Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS, 66213 (913-339-9356). The B.S. in Economics degree is not considered to be a business program and is not accredited by ACBSP.

The State of Missouri Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, MO, 65102 (573-751-3469) has officially approved the academic standards of Park University for teacher education and other school professional programs.

The Bachelor of Social Work (BSW) and the Master of Social Work (MSW) are fully accredited by the Council on Social Work Education (CSWE), 1701 Duke Street, Suite 200, Alexandria, VA, 22314.

The Master of Public Administration Program is pursuing accreditation by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA), 1029 Vermont Avenue, NW, Suite 1100, Washington, DC, 200051029. Applicant status is neither a status of accreditation nor a guarantee that accreditation will be granted. Accreditation documents are available for review upon request in the Office of Academic Affairs.

Park University  
8700 NW River Park Drive, Box 5  
Parkville, MO 64152-3795  
Phone:(816) 584-6355  
Fax: (816) 741-5578  
Email: [academic\\_affairs@park.edu](mailto:academic_affairs@park.edu)

The Baccalaureate degree program in nursing at Park University is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

Licensure Disclaimer: Requirements for licensure vary from one profession to another and from state to state. If you are considering an online academic program that leads to a professional license in your state, it is highly recommended that you contact the appropriate licensing agency in your home state BEFORE beginning the academic program located outside your state. Academic programs and individual graduates must meet standards set by that state in order to be eligible for a license. Eligibility for licensure and/or certification may involve more than successful degree completion. If you are interested in professional licensure, please check with the appropriate licensing body in the state where you intend to practice.

## Higher Education Agency Information and Authorizations

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

### Arizona

Park is authorized to operate by the Arizona State Board for Private Postsecondary Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Arizona State Board for Private Postsecondary Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Keith Blanchard  
Deputy Director/Investigator  
1740 W. Adams  
Phoenix, AZ 85007  
602-542-5769  
[Keith.blanchard@azppse.gov](mailto:Keith.blanchard@azppse.gov)  
<https://ppse.az.gov/complaint>

The Arizona State Approving Agency (SAA) is the approving authority of education and training programs for Arizona. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://dvs.az.gov/services/education>.

### Arkansas

Park is exempt from certification under the rules and regulations implemented under Arkansas Code Annotated §6-61-301.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Arkansas Department of Higher Education. By doing so, the student under no

circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Arkansas Department of Higher Education  
423 Main Street, STE 400  
Little Rock, Arkansas 72201-3818  
501-371-2000  
<https://www.adhe.edu/students-parents/colleges-universities/student-grievance-form/>

The Arkansas State Approving Agency (SAA) is the approving authority of education and training programs for Arkansas. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.arcareereducation.org/>.

## **California**

Park is a private institution approved to operate by the California Bureau for Private Postsecondary Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

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. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at the address below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, a student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website, [www.bppe.ca.gov](http://www.bppe.ca.gov). By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
PO Box 980818, West Sacramento, CA 95798-0818  
Sacramento, CA 95833  
Telephone: (888) 370-7589 or (916) 431-6959  
Fax: (916) 263-1897  
[www.bppe.ca.gov](http://www.bppe.ca.gov)  
[https://www.bppe.ca.gov/about\\_us/contact.shtml](https://www.bppe.ca.gov/about_us/contact.shtml)  
<http://www.bppe.ca.gov/enforcement/complaint.shtml>

The California State Approving Agency (SAA) is the approving authority of education and training programs for California. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.calvet.ca.gov/csaave>.

## **Georgia**

Park is authorized under the Nonpublic Postsecondary Educational Institutions Act of 1990, by the Georgia Nonpublic Postsecondary Education Commission. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person



desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Georgia Nonpublic Postsecondary Education Commission. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Georgia Nonpublic Postsecondary Education Commission  
2082 East Exchange Place, Suite 220  
Tucker, GA, 30084  
770-414-3300  
[gnpec.georgia.gov/gnpec-student-complaint-rules](https://gnpec.georgia.gov/gnpec-student-complaint-rules)

The Georgia State Approving Agency (SAA) is the approving authority of education and training programs for Georgia. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://veterans.georgia.gov/>.

## **Idaho**

Park is authorized to operate by the Idaho State Board of Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Idaho State Board of Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Val Fenske  
State Coordinator for Private Colleges & Proprietary Schools Idaho State Board of Education  
650 West State Street, (PO Box 83720)  
Boise, ID 83720-0037  
Main Office: 208-334-2270  
Direct line: 208-332-1587  
[valerie.fenske@osbe.idaho.gov](mailto:valerie.fenske@osbe.idaho.gov)  
<https://boardofed.idaho.gov/higher-education-private/private-colleges-degree-granting/student-complaint-procedures/>

The Idaho State Approving Agency (SAA) is the approving authority of education and training programs for Idaho. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.veterans.idaho.gov/>.

## **Illinois**

Park is exempt from reporting to the Illinois Board of Higher Education per 23 Ill. Admin. Code 1030.10(c)(5)(A) as Park University is operating in Illinois exclusively on Air Force Base.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Illinois Board of Higher Education at <http://complaints.ibhe.org/>. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Illinois Board of Higher Education  
1 North Old State Capitol Plaza  
Suite 333  
Springfield, Illinois 62701-1377  
217-782-2551

The Illinois State Approving Agency (SAA) is the approving authority of education and training programs for Illinois. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www2.illinois.gov/veterans/Pages/default.aspx>.

## **Kansas**

Park is authorized to operate by the Kansas Board of Regents. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Kansas Board of Regents. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please see: [https://www.kansasregents.org/academic\\_affairs/private\\_out\\_of\\_state/complaint\\_process](https://www.kansasregents.org/academic_affairs/private_out_of_state/complaint_process)

OR

Private/Out-of-State Postsecondary Education  
1000 SW Jackson, Ste. 520  
Topeka, KS 66612  
(785) 430-4240

The Kansas State Approving Agency (SAA) is the approving authority of education and training programs for Kansas. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.kcva.ks.gov/>.

## **Massachusetts**

Park is authorized to operate by the Massachusetts Department of Higher Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Massachusetts Department of Higher Education complaint information. By doing so,

the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request.

One Ashburton Place, Room 1401  
Boston, MA 02108  
617-994-6950  
617-994-6963  
<https://www.mass.edu/about/staffdirectory.asp>  
<http://www.mass.edu/forstufam/complaints/complaints.asp>

The Massachusetts State Approving Agency (SAA) is the approving authority of education and training programs for Massachusetts. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.mass.edu/forstufam/veterans/home.asp>.

## **Missouri**

Park is exempt from reporting to the Missouri Department of Higher Education ("MDHE") as a private, not-for-profit institution. Regardless, Park does report the MDHE as a good-faith showing of its compliance with relevant laws and regulations. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the MDHE complaint information. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Missouri Department of Higher Education  
205 Jefferson Street  
P.O. Box 1469  
Jefferson City, MO 65102-1469  
573-751-2361  
<https://dhe.mo.gov/contactus.php>

The Missouri State Approving Agency (SAA) is the approving authority of education and training programs for Missouri. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://dese.mo.gov/adult-learning-rehabilitation-services/veterans-education>.

## **Montana**

Park is authorized to operate by the Montana University System. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Montana University System. Individuals with complaints regarding institutions that are operating in Montana, but are not part of the Montana University System, have the following options:

Utilize the internal complaint processes of the applicable institution.

Complaints concerning consumer protection violations should be directed to the Montana Department of Justice Office of Consumer Protection. <https://dojmt.gov/consumer/consumer-complaints/>

Complaints concerning proper licensure under Montana law (see Board of Regents' Policy 221), including, if applicable, complaints related to State Authorization Reciprocity Agreement standards, may be directed to

Montana University System Office of the Commissioner of Higher Education  
2500 Broadway PO Box 203201  
Helena, Montana 59620-3201  
406-444-6570  
<http://mus.edu/che/arsa/StateAuthorization/Students.asp>

Complaints concerning broad institutional academic practices, such as those that raise issues regarding the institution's ability to meet accreditation standards may be directed to the applicable institution's accrediting agency.

By filing a complaint with the state higher education board, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Montana University System  
Office of the Commissioner of Higher Education  
560 N. Park Avenue  
PO Box 203201  
Helena, MT 59620-3201  
<http://www.mus.edu>

Montana Department of Justice  
Office of Consumer Protection  
2225 11th Avenue  
PO Box 200151  
Helena, MT 59620-0151  
<http://www.doj.mt.gov/consumer/>

The Montana State Approving Agency (SAA) is the approving authority of education and training programs for Montana. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://opi.mt.gov/Families-Students/Student-Resources/Veterans-Adult-Education>.

## **New Mexico**

Park is authorized to operate by the New Mexico Higher Education Department. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the New Mexico Higher Education Department. By filing a complaint with the state higher education board, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

New Mexico Higher Education Department  
2044 Galisteo Street, Suite 4

Santa Fe, NM 87505-2100  
505-476-8400  
HigherEd.Info@state.nm.us  
<http://www.hed.state.nm.us/students/hed-student-complaint-form.aspx>

The New Mexico State Approving Agency (SAA) is the approving authority of education and training programs for New Mexico. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.hed.state.nm.us/>.

## **North Carolina**

Park is exempt from reporting to the NC Board of Governors per G.S. 116-15(e).

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the NC Board of Governors. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

North Carolina Post-Secondary Education Complaints  
c/o Student Complaints  
University of North Carolina System Office  
910 Raleigh Road, Chapel Hill, NC 27515-2688  
[studentcomplaint@northcarolina.edu](mailto:studentcomplaint@northcarolina.edu)  
<https://www.northcarolina.edu/complaints>

The North Carolina State Approving Agency (SAA) is the approving authority of education and training programs for North Carolina. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.northcarolina.edu/academic-affairs/nc-state-approving-agency-ncsaa>.

## **North Dakota**

Park is authorized to operate by the North Dakota University System. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the North Dakota University System. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Cheryl Thompson, M.S.Ed.  
Outreach Manager, Core Technology Services of the North Dakota University System  
2000 44th St. SW, Suite 301  
Fargo, ND 58103  
[stateauth@ndus.edu](mailto:stateauth@ndus.edu)  
<https://ndus.edu/state-authorization-sara/>

The North Dakota State Approving Agency (SAA) is the approving authority of education and training programs for North Dakota. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should

initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.nd.gov/veterans/benefits/state-approving-agency>.

## **Ohio**

Park holds Certificate of Authorization by the Ohio Department of Higher Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Ohio Board of Regents. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Matt Exline  
25 S Front St., Columbus, OH 43215  
[mexline@regents.state.oh.us](mailto:mexline@regents.state.oh.us)  
614-728-3095  
<https://www.ohiohighered.org/students/complaints>

The Ohio State Approving Agency (SAA) is the approving authority of education and training programs for Ohio. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://dvs.ohio.gov/main/state-approving-agency.html>.

## **Oklahoma**

Park is authorized to operate by the Oklahoma State Regents for Higher Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Oklahoma State Regents for Higher Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Oklahoma State Regents for Higher Education  
655 Research Parkway, Suite 200  
Oklahoma City, OK 73104  
405.225.9100  
[communicationsdepartment@osrhe.edu](mailto:communicationsdepartment@osrhe.edu)  
<https://www.okhighered.org/current-college-students/complaints.shtml>

The Oklahoma State Approving Agency (SAA) is the approving authority of education and training programs for Oklahoma. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.ok.gov/saa/>.

## **South Carolina**

Park is exempt from reporting to the South Carolina Commission on Higher Education.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the South Carolina Commission on Higher Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

South Carolina Commission on Higher Education

(803) 737-2260

<https://www.che.sc.gov/AboutCHE/ContactUs/StaffContactInformation.aspx>

<https://www.che.sc.gov/Students,FamiliesMilitary/LearningAboutCollege/ConsumerInformation.aspx>

The South Carolina State Approving Agency (SAA) is the approving authority of education and training programs for South Carolina. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.che.sc.gov/>.

## **Tennessee**

Park is authorized to operate by the Tennessee Higher Education Commission. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). If the complaint is not resolved at the institutional level, students may send the complaint, in writing, to Postsecondary State Authorization Staff. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Julie Woodruff

Tennessee Higher Education Commission & Student Assistance Corporation

404 James Robertson Parkway, Suite 1900

Nashville, TN 37243

[Julie.Woodruff@tn.gov](mailto:Julie.Woodruff@tn.gov)

(615) 253-8857

The Tennessee State Approving Agency (SAA) is the approving authority of education and training programs for Tennessee. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.tn.gov/thec>.

## **Texas**

Park is authorized to operate by the Texas Higher Education Coordinating Board. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Texas Higher Education Coordinating Board. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Texas Higher Education Coordinating Board College  
P.O. Box 12788  
Austin, Texas 78711-2788  
Studentcomplaints@thehb.state.tx.us  
512-427-6101  
<http://www.thehb.state.tx.us/index.cfm?objectid=989FE9A0-2213-11E8-BC500050560100A9>

The Texas State Approving Agency (SAA) is the approving authority of education and training programs for Texas. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.tvc.texas.gov/tvc/education-home.aspx>.

## **Utah**

Park is authorized to operate by the Utah Department of Commerce. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Utah Division of Consumer Protection. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Utah Division of Consumer Protection  
Attn. Complaint Processor  
160 East 300 South  
Salt Lake City, UT 84114-6704  
801-530-6601  
<http://www.dcp.utah.gov/>  
<http://consumerprotection.utah.gov/complaints/index.html>

The Utah State Approving Agency (SAA) is the approving authority of education and training programs for Utah. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://veterans.utah.gov/academic-institutions/>.

## **Virginia**

Park is certified to operate by the State Council of Higher Education for Virginia. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Virginia State Council of Higher Education. By doing so, the student under no



circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

State Council of Higher Education for Virginia

101 N. 14th St., 10th Floor

James Monroe Building

Richmond, VA 23219 - 3659

804-225-2600

<http://www.schev.edu/index/students-and-parents/resources/student-complaints/student-complaint-form>.

The Virginia State Approving Agency (SAA) is the approving authority of education and training programs for Virginia. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office via email [saa@dvs.virginia.gov](mailto:saa@dvs.virginia.gov).

## **Washington**

Park University is authorized by the Washington Student Achievement Council (the Council) and meets the requirements and minimum educational standards established for degree-granting institutions under the Degree-Granting Institutions Act. This authorization is subject to periodic review and authorizes Park University to offer specific degree programs.

The Council may be contacted for a list of currently authorized programs. Authorization by the Council does not carry with it an endorsement by the Council of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the council at P.O. Box 43430, Olympia, WA 98504-3430 or by email at [degreeauthorization@wsac.wa.gov](mailto:degreeauthorization@wsac.wa.gov).

Regarding complaints, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Washington Student Achievement Council. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Washington Student Achievement Council

917 Lakeridge Way SW

Olympia, WA 98502

[complaints@wsac.wa.gov](mailto:complaints@wsac.wa.gov)

<https://www.wsac.wa.gov/student-complaints>

For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

The Washington State Approving Agency (SAA) is the approving authority of education and training programs for Washington. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.wsac.wa.gov/saa>.

## **Wyoming**

Park is authorized to operate by the Wyoming Department of Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Wyoming Department of Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

2300 Capitol Ave.

Cheyenne, WY, 82001

307-777-6210

307-777-7673

wde-communications@wyo.gov

[https://edu.wyoming.gov/downloads/schools/student-complaint-](https://edu.wyoming.gov/downloads/schools/student-complaint-process.pdf)

[process.pdf](https://edu.wyoming.gov/blog/2018/12/06/student-complaint-form/) <https://edu.wyoming.gov/blog/2018/12/06/student-complaint-form/>

The Wyoming State Approving Agency (SAA) is the approving authority of education and training programs for Wyoming. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://edu.wyoming.gov/>.

## Memberships

- Park University is an institutional member of the following:
- Accreditation Council for Business Schools and Programs
- American Association for Adult and Continuing Education
- American Association of Colleges of Nursing
- American Association of Colleges of Teacher Education
- American Association of Collegiate Registrars and Admissions Officers
- American Midwest Conference
- American Society for Public Administration
- Association for Continuing Higher Education
- Association for Non-Traditional Students in Higher Education
- Association of American Colleges and Universities (founding member)
- Association of College and University Housing Officers International
- Association of University Programs in Health Administration
- Association of Veterans Education Certifying Officials
- Commission on Accreditation of Athletic Training Education
- Commission on Collegiate Nursing Education
- Council for Advancement and Support of Education
- Council for Higher Education Accreditation
- Council of College and Military Educators
- Council of Graduate Schools
- Council of Independent Colleges
- Council on Social Work Education
- Higher Learning Commission
- Hispanic Association of Colleges and Universities
- Independent Colleges and Universities of Missouri
- International Association of Schools and Institutions of Administration
- Kansas City Professional Development Association

- Missouri Association of Colleges for Teacher Education
- Missouri College Relations Committee
- Missouri Colleges Fund
- Missouri League for Nursing
- Missouri Professors of Educational Administration
- NASPA- Student Affairs Administrators in Higher Education
- NASPAA-The Global Standard in Public Service Education
- National Association of Colleges and Employers
- National Association of Independent Colleges and Universities
- National Association of Institutions for Military Education Services
- National Association of Intercollegiate Athletics
- National Association of International Educators
- National Association of Veterans Program Administrators
- National College and University Business Officers
- National Hispanic Institute
- National League for Nursing
- National Society of Leadership Success
- North American Association of Summer Sessions
- Study Missouri
- Texas Association of Collegiate Veterans Program Officials

## **Corporate and Organization Partners**

For more than 140 years, Park University has remained committed to its motto, Fides et Labor (Faith and Work). By fostering partnerships with companies and organizations across the United States, Park not only expands the scope of internships available to its students and job opportunities to its alumni but also interacts with industry leaders to ensure its curriculum remains relevant in a rapidly changing, globally interconnected world.

Some of the top employers in the country hire Park University graduates. Park University offers services which prepare students for their career search and facilitate employer-student engagement including job postings, site visits and job fairs.

The Park Partners program, launched officially on July 1, 2015, is designed to create mutually beneficial relationships, which fulfill career services, corporate philanthropy, leadership and professional development, and networking objectives. As companies and organizations seek to recruit, retain and develop talent necessary to compete in today's global marketplace, they seek multifaceted partnerships with dynamic academic institutions.

Park University thanks the many organizations and industry leaders which hire our graduates, provide internships to our students, contribute volunteer service on a University board or council and/or provide major philanthropic support.

## **Admissions Policies and Procedures**

Park University seeks students with a desire to pursue academic excellence, who value accountability and integrity, and desire to engage in a global community of learners. No applicant will be denied admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status.

## How to Apply

1. Application must be made online at [www.park.edu](http://www.park.edu)
2. Submit the \$35 (USD) application fee (nonrefundable).
3. Submit official transcript(s) from previously attended secondary and/or post-secondary institution(s) to:

Office of the Registrar  
Campus Box 27  
8700 NW River Park Drive  
Parkville, MO 64152-3795

Park University also accepts electronic transcripts from approved third parties. For e-delivery options contact the previously attend high school/secondary school or post-secondary institution.

Applications may be submitted through the final registration date of the desired academic term. International Non-Immigrant Students should apply by April 1 for term(s) beginning in August and October 1 for term(s) beginning in January.

## Qualifications for Admission

**Students applying for admission to Park University must present evidence of high school graduation to complete application to the institution and be reviewed for admission.** The official transcript from the accredited public or private secondary institution from which the student graduated is the accepted form of evidence of graduation. One (1) of the following alternatives to the official transcript may be submitted as evidence of high school graduation:

- GED certificate
- A certificate or other official completion document demonstrating the student has passed a state-authorized examination considered equivalent to a high school diploma such as the Test Assessing Secondary Completion (TASC), the High School Equivalency Test (HiSet), or the California High School Proficiency Exam.
- Official transcript(s) from a regionally accredited post-secondary institution(s) from which the student has earned a minimum total of 60 credit hours or an associate's degree
- Home school transcript that demonstrates the student has met minimum criteria to earn a high school diploma as defined by state law
- Additional alternatives for active members or veterans of the United States Armed Forces:
  - Official transcript from the Community College of the Air Force (CCAF)
  - Official Joint Services Transcript (JST)
  - Leave and Earnings Statement indicating year of high school graduation (LES)
  - DD-214

Students will not be eligible for Title IV federal financial aid or access federally funded benefits such as military tuition assistance for payment until one (1) of the acceptable alternatives providing evidence of high school graduation has been submitted. For more information refer to the Financial Aid section of this undergraduate catalog.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

**Provisional admission will be granted to students who supply an unofficial copy of the secondary institution transcript or an unofficial copy of one of its alternatives.** Students submitting unofficial documents will have eight (8) weeks from the start date of the first term of enrollment to supply Park University

with the official document(s). Students will not be able to register in additional coursework after eight (8) weeks from the start date of the first term of enrollment until official documents have been submitted.

**Prior to enrolling in coursework for the first time at Park University entering students must complete an English and Math assessment.** The assessment measures English and Math skills in order to enroll students in the appropriate level of coursework. Students may submit forms of alternative evidence of readiness to be exempted from an assessment. Alternatives to the Park University assessments will be reviewed on a case-by-case basis to determine entry level coursework. These alternatives may also be submitted to satisfy liberal education requirements applicable to most Park University undergraduate degree programs. Students may submit one (1) of the following alternatives as evidence of readiness:

English Assessment Alternatives:

- Official transcript(s) from a regionally accredited post-secondary institution(s) from which the student has earned credit for an articulated Math and/or English course that satisfies the Park University general education requirement.
- College-Level Examination Program (CLEP) exam on which the score qualifies as review for credit
- DANTES or DSST exam on which the score qualifies as review for credit
- Advanced Placement (AP) coursework and exam score which qualifies as review for credit
- GED certificate with an English score report of 165 or higher
- HiSET certificate report with a English subtest score of 15 or higher and minimum essay score of 4
- ACT English sub score of 21 or higher
- SAT Evidence-based and Writing score of 310 or higher

Math Assessment Alternatives:

- Official transcript(s) from a regionally accredited post-secondary institution(s) from which the student has earned credit for an articulated Math and/or English course that satisfies the Park University general education requirement.
- College-Level Examination Program (CLEP) exam on which the score qualifies as review for credit
- DANTES or DSST exam on which the score qualifies as review for credit
- Advanced Placement (AP) coursework and exam score which qualifies as review for credit
- GED certificate with a Math score report of 165 or higher
- HiSET certificate report with a Math subtest score of 15 or higher
- ACT Math sub score of 21 or higher
- SAT Math sub score of 530 or higher

Undocumented immigrant students who have completed and are able to provide proof of having a diploma from an accredited high school in the United States, are eligible for admission to Park University, provided they meet the admission requirements stated above.

**An applicant can enroll in courses without formal admission to a degree program and in doing so will be classified as Non-Degree Seeking Student.** Students without a high school diploma or equivalent cannot enroll in Park classes unless they are part of a cooperative program between Park University and the student's current institution. A nondegree seeking student is not eligible to receive federal financial aid. A student may enroll in a total of 30 credit hours while classified as non-degree seeking. To enroll in course work which requires a pre-requisite non-degree seeking students must provide course evidence that prerequisites have been met, otherwise the academic area Program Chair must be consulted to approve course enrollment.

Park University reserves the right to deny admission to any applicant. Students who do not meet the minimum expectations for college readiness as evidenced by academic performance at other educational institutions may be offered provisional admission. Students entering coursework on provisional admission must meet minimum expectations for academic performance in the first academic term in order to continue progress towards a degree and enroll in subsequent terms.

## International Nonimmigrant Students

### How to Apply

1. Application must be made online at [www.park.edu](http://www.park.edu)
2. Submit non-refundable application fee of \$75.00 (USD).
3. Submit the following required documents:
  - Official transcript(s) from previously attended secondary and/or postsecondary institution(s).
  - Proof of English Language Proficiency.
  - Statement of Finances
  - Affidavit of Support form
  - Colored copy of passport
  - If transferring to Park University from a school within the United States, the applicant must also submit the following:
    - copy of visa
    - I-94
    - I-20/DS-2019
    - Transfer-In Form 10

Mail all required documents to:  
Office of International Students  
Park University  
Campus Box 3  
8700 NW River Park Drive  
Parkville, MO 64152-3795

The priority deadline to submit international applications for the Parkville Daytime Campus, from outside of the United States is October 1 for the spring semester, and April 1 for the fall semester.

### Qualifications for Admission

**International Non-Immigrant Students applying for admission to Park University must present evidence of high school graduation to complete application to the institution and be reviewed for admission.** The official transcript from the secondary institution from which the student graduated is the accepted form of evidence of graduation. One (1) of the following alternatives to the official secondary institution transcript may be submitted as evidence of high school graduation:

- Official transcript(s) from a non-U.S. post-secondary institution(s).
- Official transcript(s) from a regionally accredited post-secondary U.S. institution(s) from which the student has earned a minimum total of 24 credit hours.

### English Proficiency Requirements

Evidence of English language proficiency is required for admission to Park University. Applicants are exempt from providing evidence of English proficiency if one (1) of the following criteria apply:

- The applicant is a U.S. citizen from one of the fifty U.S. states or Washington, D.C.
- The applicant has permanent residency in one of the fifty US states or Washington, D.C.

If neither of those criteria apply, the applicant must provide evidence of English proficiency. Students may submit one (1) of the following as evidence of English proficiency:

1. A minimum English test score exceeding one of the following:

Minimum Scores	Undergraduate	Graduate
TOEFL IBT/ Paper based	69/525	79/550
IELTS	6.0	6.5
ITEP*	3.7	3.9

\* The ITEP test can be administered by Park's English Language and Culture Institute.

2. Successful completion of Park University's English Language & Culture Institute (ELCI Level 6).
3. Completion of an English as a Second Language program from either ELS (completion of Level 112 English for Academic Purposes Program) or The Language Company (Level 9).
4. Completion of 24 non-ESL credit hours in residence at a regionally accredited U.S. institution.
5. Diploma or degree from a regionally accredited U.S. institution.
6. Diploma from a postsecondary educational institution where English is the principal language of instruction. In this instance, the applicant must provide evidence of at least three years of full-time enrollment in the diploma granting institution.
7. SAT:
  - o Prior to March 2016: Minimum composite score of 930 on the SAT (430 in Critical Reading and 440 in Math)
  - o March 2016 & after: Minimum sub-score of 310 on the SAT Evidence-Based Reading and Writing.
8. ACT: Minimum composite score of 19 on the ACT (18 in Critical Reading and 16 in Math).
9. Proof of at least 3 years of academic coursework from a country/countries in which the official language is English. *Please see listing of TOEFL/IELTS exempted countries below.*

## TOEFL/IELTS Exempt Countries

Anguilla	Micronesia
Antigua & Barbuda	Montserrat
Australia	Namibia
Bahamas	New Zealand
Barbados	Palau
Belize	Papua New Guinea
Bermuda	Philippines
Botswana	Pitcairn
Cameroon*	Sierra Leone
Canada*	Singapore
Cayman Islands	Solomon Islands
Christmas Island	South Africa
Dominica	St. Helena

Fiji	St. Kitts & Nevis
Gambia	St. Lucia
Ghana	St. Vincent & the Grenadines
Grenada	Swaziland
Guyana	Trinidad & Tobago
Ireland	Turks & Caicos Islands
Jamaica	Uganda
Kenya	United Kingdom
Kiribati	Virgin Islands, British
Lesotho	Zambia
Liberia	Zimbabwe
Malawi	

\*Students from Quebec and Francophone educational system may be required to submit proof of English language proficiency.

**International Non-Immigrant Students applying for admission to Park University must present evidence of Financial Capacity**, i.e. a bank statement. If you hold, or intend to seek, an F-1 Student visa, you must provide financial documentation that has been issued within the last 6 months, and the funds shown must be in liquid assets (readily accessible). Bank statements may be in the country of origin's currency, but must be equal to the required U.S. Dollar amount. If a student is sponsored by the Saudi Arabian Cultural Mission (SACM), the SACM Financial Guarantee must be addressed to Park University

**International Non-Immigrant Students applying for admission to Park University must present an Affidavit of Support.** The Affidavit of Support must verify the financial sponsor's willingness to pay for tuition, registration fees, books, and living expenses (if applicable) for the duration of the student's studies in the U.S.

## Transfer Policies

### Transfer Credit Policy

Park University will accept transfer credit from regionally accredited institutions. A minimum of 60 hours will be accepted for an Associates degree (excluding AAS). A maximum of 75 hours from all two-year schools will be applied.

If a student presents documentation of a bachelor's degree **prior to the end of the first term of enrollment**, the block method is used in evaluating. If a student presents documentation of an A.A. degree **prior to the end of the first term of enrollment**, the block method is used in evaluating the liberal education component of transferring credit for students with a 2.0 cumulative GPA and with a "C" or better in each course used to meet the Liberal Education requirement at Park University. No transfer course with a USA grade equivalent less than



"C" will be used to meet any Park University course requirement. This applies only to students transferring to Park University with a transferable and non-terminal A.A. degree.

A student presenting documentation of an A.S. or A.A.S. degree will be required to meet Park's liberal education requirements. The courses from the A.S. or A.A.S. will transfer individually and will be evaluated on a course-by-course basis. No course with less than a USA grade equivalent "C" will be applied.

Credit from formal military service schools is awarded based on the recommendations of the American Council on Educations' guide to the Evaluation of Educational Experiences in the Armed Services. Credit will be awarded where it is applicable to the student's degree program and in keeping with the basic educational philosophy of Park University.

Grade points (from sources outside of Park) are not included in the cumulative grade point average.

The transferability of credits earned at Park University is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at Park University will be accepted by the receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at Park University to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at Park University will be accepted by or transferred to another institution. To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

## Prior Learning Assessment

Park University provides opportunity to accepted degree-seeking students to have their prior learning assessed for transfer into Park degree programs from a variety of methods. For more information about course equivalencies and articulation agreements, visit the Transfer Equivalency System and Articulation Agreements. Credit may be granted from the following sources:

Coursework that is vocational in nature will not be accepted. Refer to MyPark for more information.

Students can request an evaluation by declaring a major at the time of application or by completing a declaration of major form.

- 1. Transfer college credit from a regionally accredited institution. [Click Here for acceptable accreditations.](#)**  
Official transcripts from previous colleges and universities (including Community College of the Air Force)
- 2. Credit from military training/education**  
Current and former members of the Air Force are required to submit Community College of the Air Force (CCAF) transcripts, if applicable. Members of other branches are required to submit an official Joint Services Transcript (JST). Park University awards four credits of physical education for satisfactory completion of basic training. Other military training and experience are evaluated based on ACE credit recommendations. Specifics on military articulations may be found at Mmilitary Articulations page.
- 3. American Council on Education**  
The American Council on Education (ACE) provides college credit recommendation for formal courses and examinations taken outside traditional degree programs. ACE conducts formal reviews through their College Credit Recommendation Service (CREDIT). Documentation of successful completion of courses or exams is required. Documentation can be an original certificate of completion or a transcript from ACE.
- 4. College Level Examination Program (CLEP)/DSST (Formerly known as the DANTES Subject Standardized Tests)/Excelsior College Exams**

Credit hours can be earned by satisfactory completion of examinations. See the Academic Support Center (the Norrington Center) or Testing Center (Mabee 231) or your Campus Center Director for detailed information concerning CLEP or DSST examinations. Exam correlations can be found on the Registrar's Office Exams page.

- Park University will accept a maximum of 27 hours exam credit from CLEP General Exams and a maximum of 30 hours from other subject exams to include CLEP, DSST or Excelsior College Exams.
  - A maximum of 57 credit hours from the General and Subject Examinations combined will be accepted toward a bachelor's degree.
  - A maximum of 30 credit hours from the General and Subject Examinations combined will be accepted toward an associate's degree.
  - Exam credit may only be used once for a given college course, with the exception of elective credit.
  - Credits for a given exam will be based upon the correlation for the exam at the time the transcript is submitted.
  - Credit awarded from CLEP, DSST, or Excelsior College exams will not be substituted at a later date.
  - No credit is awarded for separate subtest scores.
  - To receive exam credit, a student must submit an official score transcript to Park University Registrar's Office.
5. **Validated Learning Equivalency (VLE)**  
Equivalency credit may be awarded for educational experiences based on documentation submitted by the student and with the recommendation of the appropriate Program Coordinator. VLE applications may take up to six weeks to be processed. The determination of credit will be sent directly to the student's Park email account. Rules governing VLE are:
- Application must be filed prior to taking the final 15 semester hours preceding intended graduation at Park University.
  - Petitions may be submitted no more than once per course.
  - Credit shall be awarded on a course equivalency basis based on courses commonly offered by accredited colleges and universities;
  - A maximum of 24 credit hours may be petitioned for and awarded.
6. **Advanced Placement (AP)**  
Park University will grant credit for advanced placement to high school graduates who have proven competence by their score in the Advanced Placement Tests administered by the College Entrance Examination Board. The awarding of credit, the number of credit hours awarded, and the scores required for the awarding of credit are determined by the appropriate academic discipline. Exam correlations can be found on the Registrar's Office Exams page.
7. **End-of-Course Examination**  
Upon processing an application through the Registrar's Office, and for a fee, a student may receive credit for designated, departmentally-approved courses by satisfactorily completing an end-of-course examination. Additional software charges may apply for certain examinations. Students should contact his/her advisor, Department Chair, or School/College Dean for more information.
8. **The International Baccalaureate Diploma**  
Park University recognizes the International Baccalaureate Diploma for admission. Furthermore, Park University will grant course credit and advanced placement to students who have passed both the standard and the higher level subject examinations at a satisfactory standard.
9. **Registered Nurse's License**  
A maximum of 60 credit hours is awarded for a Registered Nurse's license upon receipt of official transcripts and registered nurse licensure verification from Nursys.
10. **Dual-Credit Courses**  
Dual-credit courses completed during high school are identified on the transcript of the higher education institution through which the courses were taken. The Registrar's Office treats dual-credit courses in the same manner and by the same standards as all transfer credit when determining whether such credit satisfies graduation, degree, or elective credit.  
Park University establishes dual-credit programs with high schools in the Kansas City, Missouri, area.

All Park University dual-credit programs are managed jointly by the Registrar's Office, in collaboration with the academic departments offering the credit, to ensure the rigor of the coursework.

**11. Foreign Transcripts Evaluation**

To receive official transfer credit at Park University, all students requesting transfer credit from foreign institution must include an official Detail Report with Course Level Identification report completed by International Education Research Foundation (IERF). For more information on IERF, please visit [www.ierf.org](http://www.ierf.org).

Those that wish to complete a foreign credit evaluation by IERF must select Park University as a recipient of the report. The completed report will be transmitted electronically to Park University and applicants will receive a copy in the mail.

Students are responsible for supplying the official foreign transcript(s) in a timely manner to the appropriate Park University office, and will bear sole responsibility for enrolling in "duplicate" classes that otherwise would have been credited to the student as transferable from previous courses taken when the official evaluation was completed.

## **Transferability of Park University Credit**

Park University is a regionally accredited higher education institution. Recognition of Park University as an accredited higher education institution means that the accrediting association recommends that Park University transcripts be evaluated on the same basis as those of other accredited colleges and universities. Students should, however, consult the Office of Admissions, Registrar or department chairperson at the institution to which they wish to transfer in order to determine which credits will transfer to fulfill requirements at that institution.

The transferability of credits earned at Park University is at the discretion of the receiving college, university, or other educational institution. Students considering transferring to any institution should not assume that credits earned in any program of study at Park University will be accepted by the receiving institution. Similarly, the ability of a degree, certificate, diploma, or other academic credential earned at Park University to satisfy an admission requirement of another institution is at the discretion of the receiving institution. Accreditation does not guarantee credentials or credits earned at Park University will be accepted by or transferred to another institution. To minimize the risk of having to repeat coursework, students should contact the receiving institution in advance for evaluation and determination of transferability of credits and/or acceptability of degrees, diplomas, or certificates earned.

## **Tuition, Fees, Grants, Scholarships and Financial Aid**

### **Tuition/Fees/Charges**

(Subject to change by Park University)

#### **Undergraduate**

**Parkville** \$415/credit hour

**Gilbert, Online and Campus Center** \$415/credit hour

Students with specific documentation may qualify for one of the following special undergraduate tuition rates:

- **Military\*** (includes Active Duty, Active Duty Dependents, Reservists, National Guard and ROTC) \$250/credit hour
- **Veterans\*** (includes Veterans and Veteran Dependents using GI Bill®\*, Reservist Dependents, and National Guard Dependents) \$360/credit hour
- **Federal Employees** (includes Federal Government employees and dependents) \$360/credit hour

## Graduate

**Graduate Tuition** \$580/credit hour

Students may qualify for one of the following special graduate tuition rates:

- **Military\*** (includes Active Duty, Active Duty Dependents, Reservists, and National Guard) \$420/credit hour
- **Veterans\*** (includes Veterans and Veteran Dependents using GI Bill®\*, Reservist Dependents, and National Guard Dependents) \$510/credit hour
- **Federal Employees** (includes Federal Government employees and dependents) \$510/credit hour

## Music

**Applied Music** \$600/credit hour

## Residential Student Charges

- **Room and Laundry Fee** (per semester)
  - Chesnut Hall Single \$2,915/ Double \$1,835
  - Copley Quad Single \$4,020/ \$2,460
- **Board Fee** (per semester) All Access \$1,900/ Block Plans \$1,650
- **Guaranteed Room Deposit** (payable upon acceptance) \$100

\*For more information about obtaining Military and Veteran Student Tuition Rates, see Tuition/Readmission and Refund Policies.

## Fees and Charges

(All fees are nonrefundable after the Enrollment Adjustment Period and are subject to change)

Application/Evaluation Fee	\$35
International Student Application/Evaluation Fee (one time)	\$75
Technology Fee for undergraduate Parkville Daytime and Park KC Area (Weekend and Independence)	\$10/credit hour
Student Life Fee (Parkville)	
Student	\$50/semester
Student Life Fee (Gilbert)	
Student	\$30/course
Individual Course Fee* (varies based on course)	\$30-450
End-of-Course Exam Fee	\$200
Health Insurance**	\$414/semester
Commencement/Diploma/Certificate Fee	\$75
Diploma (2nd copy after one year of graduation)	\$75
International Student Service Orientation Fee (for new Park University F-1 visa students)	\$150
Additional I-20 Express Mailing Fee (First I-20 express mailing is free)	\$40
Transcript Request Fee	
Electronic Delivery Fee	\$10
Mailed Delivery Fee	\$12
Express Processing Fee (To be processed within 24 hours)	\$15
Dual Credit Course Tuition	\$90/credit hour
Dual Credit Matriculation Fee	\$50
Validated Learning Equivalency (VLE)	
Petition Fee	\$50
Fee for each awarded hour	\$35/credit hour
Returned Check Charge	\$30
Nursing Admissions Test (for BSN Pre-Licensure only)	\$55
BSN Pre-Licensure Assessment†	\$150/semester

BSN Pre-Licensure Simulation Technology <sup>††</sup>	\$50/semester
BSN Pre-Licensure Pinning <sup>‡</sup>	\$200
Audit	1/2 tuition and full fees

\*Some individual courses carry a course fee. These courses are designated by "\$" on schedules.

\*\* Applies to all F-1 international students. For international student athletes, the cost is \$750 per semester, as it also provides coverage for accidents and sicknesses that occur while participating in intercollegiate sports. Cost of Student Health Insurance is subject to change without notice.

† \$150 each semester after program acceptance, \$600 total

†† \$50 each semester after program acceptance, \$200 total

‡ \$200, paid once, during final semester in the program

*If a student account is sent to an agency for collection and/or legal action, the account balance plus all collection fees (up to 33.3%) and legal fees will be paid by the student.*

## Student Health Insurance

**(subject to change)**

All F-1 international students are required to purchase student health insurance each semester they are enrolled at Park. It is a comprehensive policy that also covers some international travel. For more information, please review the online brochure at: <http://info.visit-aci.com/park/>.

Park University no longer accepts waivers for other health insurance. All F-1 international students are required to purchase the Park-sponsored student health insurance, unless they are required to purchase a particular policy by their home country and can provide that documentation. Please note that international student athletes must purchase a special insurance policy that also covers accidents and sicknesses that occur while participating in intercollegiate sports.

For more information - please check with staff in the Student Success Center in Herr House.

## Payment Policies

The financial assistance award for each semester/term (excluding the lender origination fee for Subsidized, Unsubsidized, and Parent loans) may be applied toward the total charges if all required materials have been submitted to Student Financial Services. Park University will permit students to apply up to 50 percent of their work-study toward tuition charges. Any remaining balance due is payable on or before the Monday prior to the semester/term.

A student will not be allowed to re-enroll unless all debts are settled. Transcripts are not released until debts are paid.

Additional financial alternatives are available from the Student Accounts Coordinator/Campus Center Director.

If financial assistance results in a credit balance at registration, the balance will be refunded to the student approximately 30 days after the beginning of the semester/term or after the release of financial aid, whichever is later.

All credit balances will be released to students in the form of an ACH direct deposit to an account designated by the student, or to a Park University debit/stored value card. Please use MyPark to locate the ACH direct deposit form and/or the enrollment process for the Park University debit card.

**Students must sign into MyPark in order to locate the forms below.**

**1. Direct Deposit ACH Form**

A Bank account is required for this option. This form takes 3 business days to process once received by the Accounting Services.

## **Parking**

All Kansas City Area students (Parkville Daytime Campus and Park KC Area Programs-Downtown, Independence, and Parkville) are required to register any motor vehicle that is operated at the Downtown, Independence, and/or Parkville Campus Centers with the Park University Department of Campus Safety. To register a vehicle, students must complete a vehicle registration form. Forms are available at the Office of Campus Safety (1st Floor Thompson Center), the Student Success Center (1st Floor Norrington), or on line at [www.park.edu/campus-safety](http://www.park.edu/campus-safety).

## **Audit of Courses**

The designation of "*Audit*" is a registration status used when students officially register for a class without earning a grade or credit. Online courses are not eligible for audit. Students must request course audits in writing prior to end of the course add period for the session. Audits are permitted only if space is available within the course. Students are charged one-half of the regular tuition rate and full fees for audited courses. Audited courses do not apply to degree requirements and are not eligible for federal financial aid. Students may not receive credit by exam or VLE (Validated Learning Experience) credit for audited courses. Send requests to [parkvillesuccess@park.edu](mailto:parkvillesuccess@park.edu).

## **Senior Citizen**

Undergraduate students 55 years of age or older may receive a tuition discount of 10% for credit bearing Parkville Daytime Campus classes only. Undergraduate students 55 years of age or older may audit (for no credit) Parkville Daytime Campus classes without tuition cost. Individual course fees, however, will be charged in full if applicable. When enrolling, the student must send a message to [finaid@park.edu](mailto:finaid@park.edu) and [accounting@park.edu](mailto:accounting@park.edu) so the discount may be applied.

## **Refund Policy**

Students who drop or withdraw from one or more courses may be entitled to a tuition refund. To determine if a student is eligible for a refund, the student must notify Park University as described in the Academic Withdrawal policy. Refunds are prorated based on the date in which the student formally requests the drop/withdrawal. Refunds are calculated based on the Refund Schedule below.

The Return of Federal Funds formula provides for a return of Title IV aid if the student received federal financial assistance in the form of a federal loan (Unsubsidized Stafford, Subsidized Stafford, Perkins, and Parent), Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (SEOG), Teach Grant, and other Title IV programs. In addition, these students must have withdrawn on or before completing 60% of the semester/term. If funds were released to a student because of a credit balance on the student's account, the student may be required to repay some of the federal grants or loans released.

Students who have received federal financial aid and who have withdrawn from anything less than 100 percent of their courses will have tuition refunded using the refund schedule listed below. Students not receiving federal financial aid who withdraw from one or all of their courses (both officially and/or administratively), will also have tuition refunded using the refund schedule listed below.

Students with financial assistance awards who withdraw from Park University will have financial assistance refunded in compliance with federal regulations as stated in the Federal Register. Park University returns funds to federal programs in the following order: Federal Loans, (Unsubsidized Stafford, Subsidized Stafford, Perkins, and Parent Plus); PELL, FSEOG, Teach Grant, other Title IV. Institutional awards are distributed after the federal programs.

The policies of the California Student Tuition Recovery Fund, the North Dakota Refund Calculation Schedule and the Georgia Refund Policy are in the Appendix. The complete policy, explaining how financial aid to be refunded is calculated, is available in the Office of Student Financial Services or on the Park University website. Virginia residents enrolled in a Park University 16-week term will receive refunds based on 8 VAC 40-31-160 (N) (8).

<b>PARK UNIVERSITY REFUND CALCULATION SCHEDULE PERCENTAGE REFUNDED TO THE STUDENT UPON WITHDRAWAL</b>				
<b>– Effective 8/1/2018 –</b>				
	16-Week	9 or 8-Week	5 or 4-Week	2-Week
First 8 calendar days of term	100%	100%	50%	50%
Day 9 through conclusion of Week 2	75%	30%	20%	10%
Week 3	50%	20%	10%	
Week 4	25%	10%	0%	
Week 5	20%	5%	0%	
Week 6	20%	0%		
Week 7	10%	0%		
Week 8	10%	0%		
Week 9	5%			
Week 10	5%			
Weeks 11-16	0%			

All fees are non refundable. Room and Board at the Parkville Daytime Campus Center will be pro-rated on a daily basis. Students on the Parkville Daytime Campus Center wishing to cancel their housing contract must submit (and have approved) *the Off-Campus Waiver* at: [www.park.edu/residence-life-and-education](http://www.park.edu/residence-life-and-education) and pay a \$500 contract cancellation fee.



## Assistance with Educational Expenses

The Office of Student Financial Services (SFS) administers and coordinates programs of assistance from federal, state, college and private sources to increase postsecondary educational opportunities for eligible students. The philosophy of this office is to attempt to meet the full need of all eligible applicants by "packaging" funds from various sources, including college and non-college funds. Legal residents of Missouri, who are enrolled in Missouri, are encouraged to apply for the Access Missouri Financial Assistance Program. The deadline for application is published on the FAFSA.

Need, for financial assistance purposes, is the difference between the cost of attending Park University and all the financial resources an applicant has available. The calculation of a family's financial strength includes consideration of current family income, assets, family size, number of family members in college, and other factors that may seriously alter a family's financial strength. Financial assistance programs are designed to supplement family resources by bridging the gap between cost and the family's ability to pay.

International nonimmigrant students are not eligible to complete the FAFSA - and are not eligible for state or federal financial assistance; international nonimmigrant students are eligible for Institutional Scholarships, listed at [www.park.edu/scholarships](http://www.park.edu/scholarships).

## Application for Financial Assistance

To be awarded federal financial aid, the student must submit an Application for Admission through the Office of Admissions. Preference will be given to those whose files are complete by **February 1** for the academic award year (July 1 to June 30).

When the following have been received in the SFS office at the Parkville Campus Center, an Award Notification email will be sent advising the student that aid availability is viewable at the MyPark portal <https://my.park.edu>.

1. Federal needs analysis is generated from the Free Application for Federal Student Aid (FAFSA) on which you listed Park University, code #002498. The output document can be in the form of the Student Aid Report (SAR) or Institutional Student Information Report (ISIR), which is downloaded by Park University from electronic data produced from the FAFSA. **All students requesting aid who are eligible to complete the FAFSA are encouraged to do so.**
2. If selected for verification (an asterisk appears beside the EFC number in upper right corner of the SAR or ISIR), the following documents will be required:
  - Verification Worksheet.
  - If the IRS Data Retrieval Tool is not used, an official federal tax return transcript provided by the Internal Revenue Service, and if requested W-2s, even if the student was not married (or student and his/her parent's federal income tax form, if the student was a dependent). Utilization of the IRS Data Retrieval Tool lessens the likelihood of being selected for verification.

Financial assistance is awarded annually to qualified students who continue to demonstrate financial need and make satisfactory progress (see policy on Satisfactory Academic Progress for Financial Assistance). FAFSA applications must be submitted each year.

The FAFSA form is required to establish eligibility for need-based Title IV aid. The FAFSA may be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). There is no fee charged for the FAFSA application. Forms for 2016-2017 will not be processed after June 30, 2017. The FAFSA form may be used as the single request for consideration for the Federal Pell Grant, Access Missouri Student Financial Assistance Program and all other Title IV and institutional assistance programs.

A FAFSA form is required for each family member when more than one student from the same family plans to attend Park University. Awards are made on a first-come, first-serve basis beginning approximately February 1, with a limited amount of certain types of funds available for awarding.

Active duty military personnel should consult their Education Services Officer (ESO) for information about financial aid from branches of the Armed Forces or from the Veterans Administration.

- Tuition assistance is available to active duty personnel within Service guidelines. The Education Center will authorize payment of the proper percentage of tuition/fees to authorized individuals. Enlisted personnel and warrant officers incur no service obligation as a result of acceptance of tuition assistance but must be on active duty upon completion of the course(s). Commissioned officers may have to agree in writing to remain on active duty for a minimum of two years after completion of the course(s).
- Park University programs are approved for veteran benefits and comply fully with Public Law and Title IX of the Education Act of 1964.

Park University's academic programs of study are approved by the Higher Education Coordinating Board's State Approving Agency (HECB/SAA) for enrollment of persons eligible to receive educational benefits under Title 38 and Title 10, U.S. Code.

For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## Financial Aid Checklist

### for Students Transferring To Park University

To Transfer Financial Aid Eligibility from another school to Park University:

1. The applicant must first be admitted as degree-seeking at Park University.\*
2. If applying for federal financial assistance, a valid FAFSA must be on file. (The Park University code is 002498).
3. Student Loan Recipients - If the applicant received a Federal Direct, Direct Parent or Perkins Student Loan in the previous semester and are transferring to Park University, the applicant should contact the previous institution to cancel any subsequent loan disbursement at the previous school. The applicant must reapply for the loan at Park University.
4. Missouri Higher Education Academic Scholarship Program - An applicant may change his/her approved institution choice prior to the beginning of the first day of classes and may transfer between approved institutions during the academic year. The deadline for such actions is August 1 for the fall semester and January 1 for the winter or spring semester. Failure to notify the Missouri Student Assistance Resource Services Office by the dates of such action may result in the loss of the award.
5. The applicant will be informed by Park University of the Financial Aid Award in the form of an electronic award notification. Please comply with the instructions accompanying this email.
6. If the applicant has been admitted with a low grade point average or is on academic probation, the applicant may not be in compliance with Park University's Academic Progress Policy and may not be entitled to financial aid. Please contact the Student Financial Services Office or your Success Advisor for additional information.\*

\* Addresses and phone numbers to aid in obtaining forms, documents and information follows.

## Student Attendance/Participation Policy for Financial Aid

Park University confirms that students have engaged in an academically-related activity in the first two weeks of the term/semester for each course in which they are enrolled. Academically-related activities include, but are not limited to: physically attending a class where there is an opportunity for direct interaction between the instructor and students; submitting an academic assignment; taking an exam, an interactive tutorial or computer-assisted instruction; attending a study group that is assigned by the school; participating in an online discussion about academic matters; or initiating contact with a faculty member to ask a question about the academic subject studied in the course. Academically-related activities do not include logging into an online class without active

participation, or participating in academic counseling or advisement. VA benefits will be terminated or adjusted if a VA beneficiary does not participate in any academically-related activity in the first two weeks.

## **Unofficial Withdrawal**

The 50 percent point in the term will be used to determine the last date of attendance when students are unofficially withdrawn. The 50 percent point is used to calculate whether any Federal Title IV aid must be returned to the United States Government. The student will be provided an opportunity to provide documentation that they participated in an academic related activity beyond the 60 percent point. If a VA beneficiary is administratively withdrawn or officially withdraws from a class(es) resulting in non-punitive grades, the student will be reported to the VA. Benefit certifications for the program may be terminated and the VA beneficiary may be in debt to the VA.

## **Satisfactory Academic Progress Policy for Financial Assistance for Undergraduate Students**

Satisfactory progress is a federally mandated process and must be met to remain eligible to receive federal and state assistance.

The complete policy is available on the Satisfactory Academic Progress link at [www.park.edu/student-financial-services](http://www.park.edu/student-financial-services).

## **Financial Aid Appeals**

A student who is suspended from receiving financial aid may appeal by completing a Satisfactory Academic Progress Appeal Form online through the student's My Park account. Required documentation may be scanned and attached in an email or faxed to the Director of Student Financial Services. The complete policy is available on the web site, upon request from SFS or in this catalog.

## **Grants and Scholarships**

Codes for campuses eligible to apply for different types of aid:

(MIL) - Military (active duty)

(MO) - Missouri (resident attending class in MO)

(FED) - Federal (all students who are US citizens or eligible non-citizens)

(Parkville) - Parkville Daytime Campus Center

(KCA) - Kansas City Metropolitan Area

(PAP) - Park 8-week Programs-all areas

## **Federal Grants**

**Information on the Federal Pell Grant can be found at:** [studentaid.ed.gov](http://studentaid.ed.gov) **and search "Pell grant."**

**Information on Federal SEOG can be found at:** [studentaid.ed.gov](http://studentaid.ed.gov) **and search "SEOG"**

**Information on the Federal Teach Grant program can be found at:** [studentaid.ed.gov](http://studentaid.ed.gov) **and search "Federal teach grant."**

## Other Grants

may be viewed at [www.park.edu/scholarship](http://www.park.edu/scholarship)

## State Grants and Scholarships

may be viewed at [dhe.mo.gov](http://dhe.mo.gov)

*All students must be US citizens or eligible non-citizens as well as a Missouri resident in order to receive state funding. Proof of citizenship may be required.*

## Other State Scholarships

California state residents may apply for state funding through their home state. Information on scholarships may be found at [CA.gov](http://CA.gov) California Student Aid Commission.

### Department of Economic Development

(573) 751-4962  
[ded.mo.gov](http://ded.mo.gov)

- Federal Job Training Partnership Act; Employment and Training Program

### DESE Division of Vocational Rehabilitation

(877) 222-8963  
[dese.mo.gov](http://dese.mo.gov) and search "Vocational rehabilitation."

- Vocational rehabilitation: Assistance for students with physical and/or mental disabilities.

### Department of Health

(800) 891-7415  
[health.mo.gov](http://health.mo.gov) and search "Nursing student loan."

- Missouri Professional & Practical Nursing Student Loan Program

### National Guard Association

(800) 972-1164

- Missouri Educational Assistance Program
- Missouri National Guard Association
- Auxiliary Scholarship Program

## Other Institutional Scholarships

can be viewed at [www.park.edu/scholarship](http://www.park.edu/scholarship)

## Park University Academic Scholarships

Academic scholarships for new freshman and transfer students range from 25 percent of tuition to full tuition. Recipients must earn a minimum of 24 credit hours between August and May each year, be enrolled full time for the fall and spring terms, and keep the GPA required to renew the scholarship. More specific information is

available from the Coordinator of Academic Scholarships or Office of Student Financial Services. Park University scholarships can only be used for Park University tuition. Please contact the Coordinator of Academic Scholarships at (816) 584-6294 or [www.park.edu](http://www.park.edu) for more information and application deadlines.

## Park University Endowed Scholarships

Endowed scholarship selections are made year round. Applications received by **February 1** will receive first consideration. Brochures with more detailed information are available in the Student Financial Services Office at (816) 584-6290 or they are listed on the website at [www.park.edu/scholarship](http://www.park.edu/scholarship). Park University scholarships can only be used for Park University tuition. The application for the endowed scholarships is available on the student portal.

## Note on Financial Assistance

Non-repayable gift awards (other than employment) are directly credited against charges after the Enrollment Adjustment Period each semester/term if all paperwork is completed. For example, a valid Student Aid Report (SAR) must be on file for the Federal Pell Grant to be credited to an account; Federal Perkins Loans require a signed promissory note to be credited to the student's account. Student employment awards are never directly credited against charges. State grants are credited to the student's account when funds from the state are received by Park University.

Financial assistance may be awarded to full and part-time students who qualify. Reduction from full-time to part-time status may result in a decrease in financial assistance.

Students who wish to adjust their financial aid package due to a change in their enrollment or financial circumstances may do so by submitting a Change in Aid form in MyPark under the Student Tab: [https://my.park.edu/ICS/Offices/FinAid/Change\\_in\\_Aid\\_Forms.jnz](https://my.park.edu/ICS/Offices/FinAid/Change_in_Aid_Forms.jnz)

## Institutional Grant / Scholarship Adjustments

The student has to be full-time to be eligible for the full grant awarded. A pro-rated amount of the grant awarded may be given if less than full-time under special circumstances; and must be appealed for. If the student drops below the number of hours for which the grant or scholarship was awarded, the grant or scholarship will be pro-rated based on the tuition charge at the time of withdrawal.

## Loans

**Federal Direct Stafford Loans** - These are long-term, low-interest loans designed to provide students with additional funds for college whether they qualify for other types of federal financial aid. All of these federal loans have up to 10 year repayment term with a minimum monthly payment of \$50.00. Please check with the Student Financial Services office for additional information on the federal loan programs. (FED)

**This Aid Must Be Repaid!**

## Undergraduate Loan Programs for Dependent Students

**Federal Direct Stafford (subsidized):** Subsidized means the interest on the loan is paid by the government while the student is in school. To be considered for eligibility the student must be enrolled at least half-time, complete the FAFSA to determine need, not be in default on a previous loan or owe a refund on a federal grant.

First-time borrowers must also be informed of their rights and responsibilities while borrowing from the federal loan program through an Entrance Interview. The maximum annual amount a dependent student can borrow is:

\$3500 1-27 hours  
\$4500 28-57 hours  
\$5500 58-87 hours  
\$5500 88 - and greater hours

Funds are not to exceed an aggregate limit of \$23,000. A master promissory note must be signed. The Master Promissory Note (MPN) is a multi-year (serial) note. Once the MPN is signed, additional loans can be made without signing a new promissory note. The MPN can be revoked by the student through the following means: Student must send a WRITTEN notice to the Student Financial Services Office. The MPN expires 12 months after the note is signed, if there is no initial; disbursement and the MPN expires 10 years from the date it is signed. Interest is variable but capped at 8.2 percent, and repayment begins when the six-month grace period ends after the student ceases to be enrolled at least half-time. (FED) A student with no outstanding principal balance in the Direct Loan program prior to July 1, 2013, is considered a 'new' student. 'New' student borrowing of Subsidized loan funds is limited to a 150% time period based on their current program.

**Federal Direct Stafford (unsubsidized):** Unsubsidized means the student is responsible for the interest on the loan amount while in school. Students can (1) pay their interest while in school, (2) pay their interest during their six month grace period, or (3) postpone interest payment and have it added to the principle when repayment begins after the six-month grace period ends.

The unsubsidized Federal Direct Stafford Loan can be offered by itself or made in conjunction with the subsidized Federal Direct Stafford Loan. Dependent students are eligible for a maximum of \$2000 in unsubsidized per academic year, not to exceed the aggregate loan limit of \$31,000. The student must apply for the subsidized Federal Direct Stafford Loan before applying for the unsubsidized Federal Direct Stafford Loan. (FED)

**Federal Direct Parent (PLUS):** This loan is made to parents of dependent undergraduate students. The student must meet the same eligibility requirements as listed for the Federal Direct Stafford Student Loans. The maximum amount a parent can borrow per year per student cannot exceed the cost of attendance less all other financial aid received. A credit check is required and a promissory note must be signed. The interest rate is variable but capped at 9.00 percent. There is no grace period for repayment unless the parent borrower is also a student enrolled at least halftime. Students must complete the FAFSA to determine parent eligibility for the PLUS loan.

**NOTE:** If the parent borrower is denied this loan, the dependent student may borrow additional funds under the unsubsidized Federal Direct Stafford Loan for independent students, not to exceed the yearly or aggregate totals for the independent loan program. (FED)

Each type of Federal Direct Stafford Loan described here as well as the Federal Direct PLUS loan will have an origination fee of up to 3 percent and could have an insurance fee of up to 1 percent deducted from the loan amount guaranteed. The loan must be guaranteed while the student is still enrolled and eligible. SFS will request the loan funds for each term or semester for which the student is enrolled by Electronic Funds Transfer (EFT). The funds are sent to Park University and disbursed to the student's account after the enrollment adjustment period has ended and/or the student's required paperwork on file is complete.

**NOTE: Any break of enrollment after the initial disbursement is made will result in the remaining aid being cancelled.** If the student re-enrolls and wishes to use financial assistance, the student must contact Student Financial Services and request to be repackaged.

## Undergraduate Loan Programs for Independent Students

Federal Direct Stafford (subsidized): Subsidized means the interest on the loan is paid by the government while the student is in school. This loan has the same interest rates and the student must meet the same eligibility requirements as the dependent subsidized Federal Direct Stafford Loan. The maximum annual amount an independent undergraduate student can borrow is:

\$3500 1-27 hours  
\$4500 28-57 hours  
\$5500 58-87 hours  
\$5500 88 - and greater hours

Funds are not to exceed an aggregate limit of \$23,000. The combined total of undergraduate and graduate subsidized loans cannot exceed \$57,500. (FED) A student with no outstanding principal balance in the Direct Loan program prior to July 1, 2013, is considered a 'new' student. 'New' student borrowing of Subsidies loan funds is limited to a 150% time period based on their current program.

**Federal Direct Stafford (unsubsidized):** Unsubsidized means the student is responsible for the interest on the loan amount while in school. Students can (1) pay their interest while in school, (2) pay their interest during their six month grace period, or (3) postpone interest payment and have it added to the principle when repayment begins after the six-month grace period ends. This loan has the same eligibility requirements and interest rates as the dependent unsubsidized Federal Direct Stafford Loan. The **combination** of subsidized and unsubsidized Federal Direct Stafford Loans cannot exceed:

- Year 1 - \$9500
- Year 2 - \$10,500
- Years 3, 4, 5 - \$12,500

The maximum aggregate total for independent undergraduate and graduate students cannot exceed \$138,500. (FED)

## Student Employment

Employment awards may be included in offers of financial aid to assist financing educational expenses. There are numerous Parkville Daytime Campus Center employment opportunities and limited off-campus employment opportunities.

### Federal College Work Study Program

Federal CWSP is subsidized by the federal government. Eligibility for this program is based on calculated financial need as determined by the FAFSA. First time workstudy students must complete an employment application. The employment application is available online or in the Student Employment office. Additional information can be found at [www.park.edu](http://www.park.edu).

### Institutional Employment Program

This program is supported by the Carson C. Hathaway Memorial Trust for Student Employment at Park University. Student eligibility is based on financial need and/or ability to pay college costs. The Free Financial Aid Application (FAFSA) should be completed (if eligible to file) as well as a Park Work Study Employment Application.

## Rights and Responsibilities of Students on Financial Aid

As a financial aid recipient, students have certain rights and responsibilities of which they should be aware. Students have the right to know: the aid programs available at Park University; application process to be followed to be considered for financial aid; criteria used to select recipients and calculate need; Park University refund and repayment policy; and the satisfactory academic progress policy.

Students are responsible for: completing and submitting all forms in a timely manner and by the deadlines published by the U.S. Department of Education, including those items needed to perform verification; notifying the Student Financial Services Office of changes in name, address, marital status, or financial situation; reporting to the Student Financial Services Office any additional scholarships, loans, fellowships or educational benefits not listed on the financial aid award; notifying the Student Financial Services Office of change in enrollment status; maintaining satisfactory academic progress; and reapplying for federal financial aid each academic year. Failure to do so could result in loss or reduction of their financial aid award. Additional information can be found at [www.park.edu/student-financialservices/consumer-information.html](http://www.park.edu/student-financialservices/consumer-information.html).

## Financial Assistance Contact Information

### Federal Student Aid Programs

(800) 433-3243

### Missouri Student Assistance Resource Services

PO Box 1469

Jefferson City, MO 65102-1469

(800) 473-6757

### Office of Admissions

Park University

8700 NW River Park Drive

Parkville, MO 64152-3795

(816) 584-6215 or

(800) 745-7275

(816) 741-4462 FAX

[admissions@park.edu](mailto:admissions@park.edu)

### Student Financial Services

Park University

8700 NW River Park Drive

Parkville, MO 64152-3795

(816) 584-6290

(816) 584-2152 FAX

[finaid@park.edu](mailto:finaid@park.edu)

### Student Success Center

Herr House

Park University

8700 NW River Park Drive

Parkville, MO 64152-3795

(877) 505-1059

[advising@park.edu](mailto:advising@park.edu)

Also, information may be obtained at [www.park.edu](http://www.park.edu). For admissions to a military campus center, contact the Campus Center Director's office at the location the applicant desires to attend.

Care is taken to ensure the accuracy and timeliness of information contained in this catalog. However, due to constantly changing federal and state legislation, the contents are subject to change without notice. Up-to-date information can be obtained by contacting:

### Student Financial Services

Park University

8700 NW River Park Drive

Parkville, MO 64152-3795

(816) 584-6290

[finaid@park.edu](mailto:finaid@park.edu)

Students in the State of Washington: For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).



## **Veterans Benefits (Chapters 31 and 33)**

Park University permits any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility (COE) for entitlement to educational assistance.

Park University will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of funding from the VA under Chapter 31 or 33.

In accordance with Title 38 US Code 3679<sup>©</sup>, this educational institution adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill<sup>®</sup> (Ch.33) or Vocational Rehabilitation & Employment (Ch.31) benefits, while payment to the institution is pending from VA. This educational institution will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certification of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

## **Academic Regulations and Policies**

### **Academic Records and Registration**

The Registrar's Office maintains for each enrolled student an academic record and a degree audit. All official academic transactions are recorded. A degree audit reflecting all completed courses will be available on request. A copy of the degree audit may also be obtained through the MyPark portal. Any student may obtain copies of a transcript by filing an official transcript request along with the per copy fee. No transcripts will be issued unless at least one graded Park University course appears on the transcript. No outstanding balance may show on the student's account. Students may obtain an unofficial copy of their transcript through the MyPark portal.

### **Records Retention**

Park University's Records Retention Policies are designed to protect and maintain necessary records. The University permanently maintains grade, degree, and transcript records for all students. (Transcripts may be requested at [www.park.edu/transcript](http://www.park.edu/transcript).) Additionally, the University permanently maintains records of legal name changes. Other demographic information, including address records, are maintained for a minimum of ten years after last term of attendance/graduation. Other academic records, such as degree program offerings and degree requirements, are maintained in accordance with the University's Document Retention policy.

## Degree Audit

Following admission, official transcripts from other institutions are evaluated and a degree audit prepared that itemizes degree requirements and indicates progress to degree. The initial audit serves as a record for purposes of financial aid and Veterans Administration eligibility. Students may access their degree audit at any time via the student tab in MyPark. Most degree programs require some "electives" to complete the degree. The actual number of credits required to graduate may differ depending on the number of electives or transfer credit. The degree audit is an advising tool and does not constitute an agreement or a contract but will be corrected if an error is discovered. A final review is made prior to graduation to ensure completion of all degree requirements.

## Continuous Enrollment

Students must complete the degree requirements in effect at the time of admission. These requirements remain in effect even if the University updates degree requirements in subsequent years, as long as the student maintains continuous enrollment in the program. Under the following conditions, students will be updated to the current catalog and degree requirements:

- The student defers entry for one year or longer after being admitted.
- The student discontinues classes for a period of two or more years (at least one course must be completed within two years, excluding withdrawn courses).
- The student changes majors.
- The program is eliminated and the teach out period has expired.\*

\*Teach Out: When programs are eliminated by the University, the programs are phased out over a period of time to allow current students an opportunity to complete the program. Once the teach out period has expired, any student remaining in that program is expected to select a new major. The teach out length is determined by degree type:

Degree Type	Teach Out Period
Bachelor	3 years
Associate	2 years
Certificate	1 year

## English, Mathematics and Modern Language Placement Policy for New Park University Students

**English Placement:** For proper placement into their first Park University English course, new students must (1) provide C or better college credit for freshman composition courses equivalent to Park's EN 105 and EN 106, or (2) provide ACT or SAT English subscores, or (3) take the English assessment administered by Park's Academic Support Center at no cost to the student. If a student provides a C or better college credit for freshman composition courses equivalent to Park's EN 105 and EN 106, then the student will automatically satisfy Park's lower-level liberal education English requirement. If a student has an ACT English subscore of at least 21 or an SAT English subscore of at least 500 (SAT prior to March 2016) or SAT Evidence-Based Reading and Writing subscore of at least 310, the student will be eligible to take EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts as their first Park English course. Students with lower ACT/ SAT English scores or no scores are required to contact Park's Academic Support Center about taking the English assessment. The assessment will then be used to determine the student's first Park University English course. For

additional placement policies regarding international students, refer to the catalog's International Students section.

**Mathematics Placement:** For proper placement into their first Park University mathematics course, new students must (1) provide C or better college credit for a college algebra course equivalent to Park's MA 135, or (2) provide ACT or SAT math subscores, or (3) take the mathematics assessment administered by Park's Academic Support Center at no cost to the student. If a student provides a C or better college credit for a college algebra course equivalent to Park's MA 135, then the student will automatically satisfy Park's liberal education mathematics requirement. If a student has an ACT mathematics subscore of at least 27 or an SAT mathematics subscore of at least 620 (SAT prior to March 2016) or SAT mathematics subscore of at least 640, the student may petition the Office of Academic Affairs to have their liberal education mathematics requirement waived. If a student has an ACT mathematics subscore of at least 23 or an SAT mathematics subscore of at least 510 (SAT prior to March 2016) or SAT mathematics subscore of at least 540, the student will be eligible to take MA 120 - Basic Concepts of Statistics or MA 135 - College Algebra as their first Park mathematics course. If a student has an ACT mathematics subscore of at least 21 or an SAT mathematics subscore of at least 500 (SAT prior to March 2016) or SAT mathematics subscore of at least 530, the student will be eligible to take MA 120 - Basic Concepts of Statistics or MA 125 - Intermediate Algebra as their first Park mathematics course. Students with lower ACT/SAT mathematics scores or no scores will be required to contact Park's Academic Support Center about taking the mathematics assessment. The assessment will then be used to determine the student's first Park University mathematics course.

**Modern Language Placement:** The modern language requirement pertains to BA degrees only. However, students seeking BS degrees can take modern language courses for elective credit. Students who are interested in taking a modern language course must contact the Academic Support Center or the Department of English and Modern Languages for instructions on how to take the Modern Languages Assessment at no cost to the student. The assessment will then be used to determine the student's first Park University modern language course.

## Priority Enrollment

Student enrollments in Air Force on-base education services sponsored programs will be given the following priority: (1) active duty military personnel, (2) civilian employees of Department of Defense agencies, and (3) family members of active duty military, military reserve and guard members, retired military personnel. Community civilians may be admitted on a space available basis and to the extent of compatibility with local base security and essential mission commitments.

Student enrollments in Army on-post education services sponsored programs will be given the following priority: (1) active duty military, (2) family members of active duty military personnel, (3) Department of Defense civilians employed on post, (4) retired military personnel, (5) family members of retired military personnel, and (6) civilians.

Student enrollment in Marine Corps on-base education services sponsored programs will be given priority as follows: (1) active duty Marines, (2) reserve components, (3) family members of active duty personnel, (4) DOD employees and their family members, and (5) civilians on a space available basis when programs are not otherwise conveniently available.

Student enrollment in Navy on-base education services sponsored programs will be given priority as follows: (1) active duty military personnel, (2) family members of active duty military personnel, (3) Department of Defense civilians employed on post, (4) military reserve and guard members, (5) retired military personnel, (6) family members of retired military personnel, and (7) civilians.

Park University awards four semester hours of lower level electives for completion of Basic Military Science and six semester hours of upper level electives for completion of Advanced Military Science. Textbooks and uniforms are furnished by the government.

## Accessing the Online Classroom

1. Go to <http://canvas.park.edu>.
2. Under "Park ID" enter your Park University ID number.
3. Under "password," enter your MyPark password.
4. Click on the button immediately below that says "Log In."

## Access Help

If you have forgotten your ID or Password, or need assistance with your MyPark account, please email [support.technology@park.edu](mailto:support.technology@park.edu) or for live chat visit <http://parkuniversity.echelp.org> or call (800) 927-3024. Course Help (Canvas) For technical assistance with the online classroom, visit <https://pdl.park.edu/pages/learnersupport>. Your instructor can help you with course content questions or contact the Canvas 24/7 help number (844) 470-5727. For all other information, please email [onlinestudents@park.edu](mailto:onlinestudents@park.edu).

## Registration

1. Course registration is available online or with staff assistance at a Park University campus center. Students taking online courses must have access to a computer and their own email account to enroll in online courses.
2. Students who pre-enroll for online classes will be able to login to the Park Online Campus <http://canvas.park.edu> on the first day of class or when they receive MyPark notification that they are granted access to login to their course(s). Students enrolling for classroom based courses:
  - o Select the Campus Center from which you are taking the course
  - o Select the year
  - o Select the Term (Fall, Fall I, Fall II, Spring, Spring I, Spring II or Summer)
  - o Select the letter designation of the department
  - o Select the course number and title
  - o Click on "Update"
3. In order to maintain registration students must demonstrate funding for the term with completed and processed financial assistance in the form of Veterans Administration education benefits, Pell Grant, Stafford Student Loan, Supplemental Loans for Students (SLS), Military Tuition Assistance and tuition assistance from any other agency. Proper approval signatures must be obtained by the student. Students who are not funded by Military Tuition Assistance must pay for all tuition and fees at the time of registration. VA Vocational Rehabilitation students are exempt from this policy. If, for any reason, the assistance, benefits, or payment cannot be collected by the University, the student assumes the obligation to pay in full all outstanding tuition/fees. Payment can be made using check, money order, American Express, MasterCard, Discover or Visa to pay for all fees and costs.

Term dates can be found at [www.park.edu/calendars/term-dates](http://www.park.edu/calendars/term-dates) or at the campus center home page. Students cannot be given credit for a course for which they have not registered. In order to receive credit for a course, students must have either been registered for the course at Park or have received transfer credit through evaluation.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

## Email Policy for Students

All students are provided a Park University email address. All class and administrative correspondence will be sent to students at this address and/or within the online course environment.

## Special Services

Students requiring special services associated with a documented learning, physical, and/or psychiatric disability, should contact the Academic Support Center at the earliest opportunity so that appropriate arrangements may be made.

## Academic Advising

Academic advising is an integral part of the academic program of Park University. Advisors are full-time faculty or staff. The advisors serve as a central academic resource and mentor of Park University students. Each student has an advisor who provides guidance in academic planning and who is available for counseling on academic and related issues and concerns. Each student is expected to work closely with his/her advisor in the design and pursuit of a coherent course of study shaped by his/her goals and interests and by University and departmental requirements.

Academic advising at Park University is viewed as a cooperative educational partnership between advisor and advisee, grounded in mutual respect and a common commitment to student growth and success. The advisor/advisee relationship respects the autonomy and intellect of each student and acknowledges the broader developmental and educational contexts within which academic advising occur.

Although advisors and advisees work together in all areas related to academic planning, **academic decision-making responsibilities, including the responsibility for meeting each of the graduation requirements of the University, rest ultimately with the student.** Primary responsibility for timely, effective use of the academic advising system also remains with the student.

Academic advisors are responsible for providing their advisees with appropriate, accurate information concerning the academic policies, programs, procedures, and resources of the University. Advisors also assist advisees in defining, developing, and pursuing an educational plan consistent with their academic, career, and life goals, including the selection of an academic major consistent with their interests and abilities within the broader liberal educational curriculum. Advisees are encouraged to meet regularly with their advisors in order to realize the full educational potential of the advising program. More specifically, each student shall work carefully with his/her advisor to structure an appropriate course schedule, based on the student's short and long-term academic objectives as well as his/her career interests and goals. (*Advisees will receive a response from their Advisors in a reasonable time.*\*)

In addition to ongoing general discussions concerning academic planning and scheduling, career goals, and academic progress, students and advisors will want to discuss at least the following:

- Taking less or more than a standard load (twelve credit hours in a given semester or six credit hours in a given term), International nonimmigrant students should be aware that they are required by federal law to enroll in and complete a full course load each semester; failure to do so may result in the loss of their lawful non-immigrant status. The Office of International Education (OIE) should always be consulted prior to any schedule adjustments that would result in registration in less than a full course load.
- Dropping a course in progress
- Changing the schedule in any way
- Selecting and declaring a major or minor
- Changing a major or minor
- Study abroad opportunities
- Internship possibilities
- Going on leave or withdrawing from the University

## **Academic Grievances and Grade Appeals**

A student who believes that he/she has an academic grievance must first discuss the concern with the faculty member in charge of the course in which the concern has arisen. If a mutually satisfactory resolution is not reached, the student must then submit a Concern Report to the appropriate Department Chair or Campus Center Academic Director; students may obtain/submit a Concern Report via their Student Success Advisor or Campus Center Director. If no resolution is reached at that level, or if the Department Chair or Campus Center Academic Director is the faculty member named in the first instance, the concern should be taken to the appropriate academic Associate Dean/Dean. The decision of the Associate Dean/Dean will be considered final. Students may petition the Vice President for Academic Affairs only in instances where he/she feels due process or University policy was not followed.

## **Academic Complaint, Grievance, and Grade Appeal Policy**

Park University has developed the following procedures for assuring students have the opportunity to have academic issues reviewed.

To best serve our undergraduates, we have contacts that may be able to facilitate resolutions to issues:

- For Online Student issues, please email [onlinestudents@park.edu](mailto:onlinestudents@park.edu)
- For Canvas issues, please contact the Canvas 24/7 help number (844) 470-5727
- See Student Success Center for details on procedures for many topics (e.g., traffic appeal, financial aid appeal)

### **Academic Complaint**

An academic complaint is an informal, unofficial claim regarding how an Instructor has issued a grade. No written report(s) on the incident or the outcome of the investigation is required.

These are typically represented by informal verbal communications or emails to the Instructor or their academic supervisor. If a mutually satisfactory resolution is not reached, the student may file an Academic Grievance. This is typically done with the appropriate Department Chair or Campus Center Academic Director.

### **Academic Grievance**

An academic grievance is a formal, written allegation of any form of discrimination that impacts:

1. Any graded assignment(s) and/or a course grade.
2. Academic grievance procedures apply only in cases involving a perceived academic impropriety arising from a decision taken by:
  1. an individual instructor or researcher;
  2. a college, school, department, or program;
  3. a unit charged to administer academic policies (e.g., Registrar)
3. They do not pertain to expressing dissatisfaction with a University policy on the basis that a policy is unfair. They do not pertain to individual college, school, department, or program academic policies, as long as those policies are consistent with general University policy.

An academic grievance is typically submitted to the immediate academic supervisor of the individual(s) named in the grievance (e.g., Department Chair or Campus Center Director). If no resolution is reached at that level, the concern should be taken to the appropriate Dean's Office. The decision of the Dean's Office will be considered final.

*\*Students may petition the Vice President for Academic Affairs only in instances where he/she feels due process or University policy was not followed.*

## **Academic Grade Appeal Procedures**

1. The grade appeal form process must be initiated with the Instructor within 30 calendar days of the date the final grade to be challenged was recorded by the University. The grade appeal form cannot be filed until the following has occurred:
  1. The course grade has been officially posted to your degree audit, this includes an "I" (Incomplete) being finalized into a letter grade.
  2. You have contacted the Instructor regarding the posted grade to confirm there is NOT a mutually, satisfactory resolution.
  3. After communications with the Instructor, you have contacted the Department Chair or Campus Center Academic Director and attempted to resolve the dispute over the grade.
2. If, after discussions with the faculty member and the Department Chair or Campus Center Academic Director, a resolution has not been reached, the student may file a grade appeal (see form and electronic submission; it will state at the URL when you are in MyPark:  
[https://my.park.edu/ICS/Student/Grades/Grade\\_Appeal.jnz](https://my.park.edu/ICS/Student/Grades/Grade_Appeal.jnz)) with all documentation to support your case. The form and documentation will be forwarded to the appropriate Dean's Office.
3. All students intending to file a formal grade appeal must:
  1. Do so within 60 calendar days of the end of the term in which the grade to be challenged was recorded.
  2. Use the grade appeal form with electronic submission in MyPark under Student Tab, MyPark:  
[https://my.park.edu/ICS/Student/Grades/Grade\\_Appeal.jnz](https://my.park.edu/ICS/Student/Grades/Grade_Appeal.jnz).
4. Once the Grade Appeal is received by the Dean's Office, the student will be notified that the grade appeal has officially started.
5. Once submitted all communications regarding grade appeal should be done electronically with the Dean's Office in an effort to further document the case. Someone from the Dean's Office may request additional information from the student, instructor or any people or units that could aid in ascertaining specific details in the investigation.
6. Within 7 calendar days of the receipt of the completed grade appeal, the faculty member named in the appeal will be informed via email by the Dean's Office that the student has formally advanced the complaint/grievance to a formal grade appeal and all the documents the student has submitted.
7. The Instructor has 14 calendar days to submit a response via email and their own documentation to the Dean's Office. It is not required for the Instructor to respond but the Dean's Office cannot advance the investigation until the 14 calendar days has passed. The deadline can be extended in rare instances due to Instructors having extenuating circumstances, such as Instructors being ill or on vacation. In the event of an extension, the Dean's Office will notify the student of the new time line and the reasons for the change.
8. The grade appeal form, the documentation provided by the student, the rebuttal/documentation provided by the Instructor will together form the Grade Appeal Dossier.
9. The Dean's Office will review the case and render a decision. In rare instances, the Dean's Office may also convene the assistance of an Appeals Board, typically 3 full-time faculty members. In cases where such an Appeals Board is assembled to hear a case involving a student from a Campus Center, the Dean's Office will ensure that the appropriate Campus Center Academic Director is formally involved in the process. The decision of the Dean's Office will be rendered within 14 calendar days of the completion of the Grade Appeal Dossier. However, this date may be pushed back if an Appeals Board is convened or the investigation produces issues that can take time to retrieve, such as assistance from Information Technology Services or the Learning Management System Company. In the event of an extension, the Dean's Office will notify the student of the new time line and the reasons for the change.
10. The Dean's Office will notify the student of the decision via email. The decision and a summary of the findings will be provided to the student. The documents detailing the entire investigation will be housed with the Dean's Office.

11. If a change of grade is required the Change of Grade Form will be filed by the Dean's Office and submitted to the Registrar on behalf of the Instructor that issued the original grade.
12. The decision of the Dean's Office will be considered final. Appeals to the Provost or designee can be made only on the basis that the established policy outlined here was not followed. Simply disagreeing with the decision is not grounds for further appeal.

Students may contact the Student Success Center for assistance with these guidelines and procedures.

## Academic Honesty

Academic integrity is the foundation of the academic community. Because each student has the primary responsibility for being academically honest, students are advised to read and understand all sections of this policy relating to standards of conduct and academic life. Park University students and faculty members are encouraged to take advantage of the University resources available for learning about academic honesty at [www.park.edu/current-students](http://www.park.edu/current-students).

### Definitions

Academic dishonesty includes committing or attempting to commit cheating, plagiarism, falsifying academic records, unauthorized possession or distribution of academic materials, and other acts intentionally designed to provide unfair advantage to the student.

- Cheating includes, but is not limited to, intentionally giving or receiving unauthorized aid or notes on examinations, papers, laboratory reports, exercises, projects, or class assignments which are intended to be individually completed. Cheating also includes the unauthorized copying of tests or any other deceit or fraud related to the student's academic conduct.
- Plagiarism involves the use of quotations without quotation marks, the use of quotations without indication of the source, the use of another's idea without acknowledging the source, the submission of a paper, laboratory report, project, or class assignment (any portion of such) prepared by another person, or paraphrasing another's work without acknowledging and documenting the source.
- Falsifying academic records includes, but is not limited to, altering grades or other academic records. Unauthorized possession or distribution of academic materials may include the unauthorized selling or purchasing of examinations, term papers, or other academic work; stealing another student's work; using information from or possessing exams that a faculty member did not authorize for release to students.
- Unauthorized distribution of academic materials also includes preparing, offering to prepare, selling, or distributing material with the knowledge, or under circumstances in which s/he should reasonably have known, that such material is to be submitted by another person for academic credit at any college, university, or education institution.
- Other academically dishonest acts include, but are not limited to: stealing, manipulating, or interfering with an academic work of another student or faculty member; receiving or giving assistance on a task that was expected to be performed individually; lying to or deceiving faculty.

### Procedures

The primary responsibility for the initial handling of Academic Dishonesty rests with the instructor. As a first step, the instructor will notify the student in writing that evidence of academic dishonesty has been detected. The instructor will make an effort to schedule a personal meeting or telephone conference with the student to discuss the allegation. Whether or not the student admits to academic dishonesty, if the instructor remains convinced that the alleged violation occurred, either based on evidence or personal observations, the instructor may assign a penalty, such as a verbal reprimand or lowered grade. Possible sanctions are listed in a following section titled Penalties in the Event of Academic Dishonesty. The instructor bringing the charge will document the observation



of academic dishonesty and report any penalty imposed on an Academic Dishonesty Incident Report. The report form will be sent to the appropriate Department Chair.

A student who wishes to report an alleged incident of academic dishonesty may do so by reporting the incident on the Academic Dishonesty Incident Report. The report form will be sent to the appropriate instructor. Upon receiving the report, the instructor will make an effort to schedule a personal meeting or telephone conference with the student to discuss the allegation. Whether or not the student admits to academic dishonesty, if the instructor remains convinced that the alleged violation occurred, either based on evidence, the instructor may assign a penalty, such as a verbal reprimand or lowered grade. Possible sanctions are listed in a following section titled Penalties in the Event of Academic Dishonesty. The instructor bringing the charge will report any penalty imposed to the Department Chair on the Academic Dishonesty Incident Report.

**If the student does not dispute the charge**, the faculty member may then assign a penalty, such as a verbal reprimand or lowered grade. Possible sanctions are listed in a following section titled Penalties in the Event of Academic Dishonesty. Any penalty imposed will be recorded by the faculty member on the incident form and filed (with any supporting documentation) with the appropriate Department Chair, Campus Center Academic Director, or academic Dean.

**If the student disputes the allegation of academic dishonesty**, he/she may request a review of the issue by the appropriate Department Chair within 10 business days following the initial meeting with the faculty member. The Department Chair may informally resolve the matter in discussion with the student and the instructor.

If the student is unsatisfied with the resolution offered by the Department Chair, the student may request a formal hearing from the appropriate Academic Dean within 15 business days of the Department Chair's response. The Dean, or the Dean's designee, will review the case and render a decision. That individual may also employ the assistance of a college/school appeal board.

The decision of the Dean will be considered final. Appeals to the Provost or designee can be made only on the basis that the established policy outlined here was not followed. Simply disagreeing with the decision is not grounds for further appeal. Grades and/ or degree(s) may be withheld pending the outcome of the appeal process.

### **Penalties in the Event of Academic Dishonesty**

In the event of academic dishonesty, the following courses of action are available to Park University, based upon the severity of the violation:

#### **The Course Instructor may:**

- Issue a verbal and/or written reprimand.
- Assign a lower grade on the test/paper/project in question, with an explanation from the faculty member.
- Assign a grade of "F" in the course.
- Refer to the Student Code of Conduct Administrator for possible University-wide sanctions when there is a repeat offense or the single violation is especially egregious.

#### **The Office of Academic Affairs may:**

- Issue a written reprimand.
- Refer to the Student Code of Conduct Administrator for possible University-wide sanctions when there is a repeat offense or the single violation is especially egregious. The full Student Conduct Code and associated sanctions are available on the Park website at: [www.park.edu/student-life](http://www.park.edu/student-life).

## Academic Progress/Probation

No fixed incremental rate of progress toward a degree is required. A student is considered in good standing as long as the student's cumulative GPA stands at 2.00 or better, and the student continues to achieve a Park University GPA of 2.00 or better at end of Fall and Spring semesters. Park University assesses students' academic probation and suspension status at the end of each semester. Individual programs may set program-specific requirements for staying in good standing.

1. **Academic Warning**

If a student's GPA falls below a 2.0 during any academic semester/term, the student will receive a warning letter from the Office of Academic Affairs after the fall/spring semester or after the summer term. A copy of the letter will be placed in the student's academic file.

2. **Academic Probation**

A student who fails to achieve a 2.00 cumulative Park University GPA will be placed on academic probation until his/her cumulative Park GPA increases to 2.00 or greater and until he/she meets any specific conditions stated in the probation letter. A letter will be sent to the student by the Office of Academic Affairs after the fall/spring semester. A copy of the letter will be retained in the student's academic file. Failing to make academic progress may affect a student's ability to obtain and remain eligible for veteran benefits. The probationary period is not a fixed timeline. It is dependent on the student's academic performance and is lifted once students (a) meet the GPA requirement, (b) complete the required student success modules, and (c) fulfill any other conditions as set forth by the program/university to maintain good academic standing. Recipients of VA educational benefits who are placed on academic probation are reported to the VA. VA beneficiaries who fail to meet Satisfactory Academic Progress (SAP) requirements by the end of the evaluation period are suspended from the program and will be reported to the VA. Benefit certifications for the program may be terminated and the VA beneficiary may be in debt to the VA. The VA has final and sole determination on how beneficiaries are affected by students' academic performance.

3. **Academic Suspension**

In cases where a first-time Park University undergraduate student (in his/her first 16-weeks at Park) meets the criteria for academic suspension, he/she will be placed on academic probation rather than on academic suspension. This provision applies to all first-time Park undergraduate students, including students who enter Park with transfer credits. VA beneficiaries who fail to meet Park's requirements of making meaningful progress toward a degree by the end of the evaluation period described above are suspended from the program and will be reported to the VA. A student seeking a bachelor's degree will be placed on suspension according to the following:

**0 - 27 Total Earned Hours\***

Below a 1.00 Cum Park GPA

**28 - 57 Total Earned Hours\***

Below a 1.50 Cum Park GPA

**58 or more Total Earned Hours\***

Below a 1.75 Cum Park GPA

\*includes transfer hours

A student seeking an associate's degree will be placed on suspension according to the following:

**0 - 15 Total Earned Hours**

Below a 1.00 Cum Park GPA

**16 - 30 Total Earned Hours**

Below a 1.50 Cum Park GPA

**31 or more Earned Hours**

Below a 1.75 Cum Park GPA

A student seeking a certificate will be placed on suspension if they receive below a 1.00 cumulative Park

grade point average.

A letter will be sent to the student by the Office of Academic Affairs after the fall/spring semester. Any student who has been suspended may appeal in writing to the appropriate academic Dean or designee. After being academically suspended from Park University, any student who wishes to return/re-enroll is required to apply for readmission. International nonimmigrant students who have been academically suspended and are unable to gain readmission may lose their lawful visa status. If enrollment is broken for two or more semesters for Parkville Campus students, the student will be required to follow the current catalog in effect when readmitted.

If enrollment is broken for two or more semesters for Parkville Campus students, the student will be required to follow the current catalog in effect when readmitted.

4. **Academic Readmission/ Expulsion**

The student must submit a written request for Readmission to the appropriate academic Dean or designee. A decision is rendered following consultation with the appropriate Campus Center Academic Director or Department Chair. If the student is readmitted, s/he will be placed on probationary status. Failure to meet the requirements stated above could result in expulsion for an indefinite period. International nonimmigrant students who have been expelled and are unable to gain readmission may lose their lawful nonimmigrant status.

## **Withdrawal Policy**

### **Academic Withdrawals**

Academic withdrawals are student-initiated requests to discontinue enrollment in classes. There are two types of academic withdrawals: 1) Course Withdrawals and 2) Session/University Withdrawals. Both types of withdrawals may have implications for financial aid. Students with financial aid should refer to the financial aid policies in the Tuition, Fees, Grants, Scholarships and Financial Aid section of the catalog. Park University follows the VA's policy on how withdrawals will affect beneficiaries. The VA's policy generally requires that withdrawals, adjustments, and/or terminations are VA-certified within 30 days of the last date of attendance. The VA has sole determination with regard VA debt-related issues, but Park University may explain the circumstances that resulted in the VA debt. Additionally, international nonimmigrant students who are withdrawn from a course(s) may lose their lawful nonimmigrant status. Student-athletes who are withdrawn from a course(s) may jeopardize their eligibility.

1. **Course Withdrawal**

A course withdrawal is an official, student-initiated request to discontinue enrollment in one or more, but not all, courses in a session (Fall 1, Fall 2, Spring, Maymester, etc.). The notification to discontinue enrollment in a course(s) occurs after the enrollment adjustment period and, therefore, results in a grade of "W" (withdrawn) or "WF" (withdraw failure). Students who withdraw within the first two-thirds of the session receive a "W". Students who withdraw during the last third of the session receive a "WF". Home campus and distance students must request a course withdrawal through the Student Success Center or by e-mailing [advising@park.edu](mailto:advising@park.edu). Students at campus centers must notify their campus center or student success coach.

2. **Session/University Withdrawal**

A session/university withdrawal is a student-initiated request to discontinue all courses within a session (Fall 1, Fall 2, Spring, Maymester, etc.). To request a session/university withdrawal, students must complete the Request for Session/University Withdrawal form in the MyPark portal under My Student Academic Tools>Academic Information>Request for Session/University Withdrawal Form or contact the Registrar's Office (3rd floor Mackay; [academiccompliance@park.edu](mailto:academiccompliance@park.edu); 816-584-6270). Students are able to initiate a session/university withdrawal until the last day of the session. When requesting a session/university withdrawal, refunds (if applicable, see refund policy) and grades (see grading policy) for all withdrawn courses are based on the date the withdrawal request form is submitted or the date the

student provides official notification to the Registrar's Office of intent to withdraw from a session. Students who are unable to officially withdraw due to military deployments, hospitalization, or other extenuating circumstances must submit supporting documentation to [academiccompliance@park.edu](mailto:academiccompliance@park.edu), preferably at the time of the withdrawal request but no later than five business days following submission of the request. Exceptions to the grading and/or refund policies are granted at the sole discretion of the University.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

### Administrative Withdrawals

Administrative withdrawals are initiated by Park University for reasons such as non-attendance, non-payment, academic suspension, or misconduct. Park University reserves the right to administratively withdraw a student from class(es) for failure to meet financial obligations or failure to participate in an academically related activity in a class during the first two weeks of the session. If a student does not initiate the academic withdrawal process and has not participated in an academically-related activity in the class during the first two weeks, the University will initiate an administrative withdrawal from the respective course(s) with no record on the transcript.

### Unofficial Withdrawals

Unofficial withdrawals occur when students cease to attend class(es) but do not officially withdraw. Refer to the Unofficial Withdrawal section for information about how unofficial withdrawals affect financial aid.

## Graduation and Commencement

An Application for Graduation is required of all students who expect to complete a certificate or degree. Additionally, students who wish to participate in commencement and/or receive a diploma are required to pay the graduation/diploma fee. The Application for Graduation is accessible in MyPark. Students must submit an application for each credential they expect to earn. Students may contact their advisors for assistance.

Students who plan to participate in a commencement ceremony must adhere to the following deadlines:

- For Kansas City Area students and those participating in the commencement ceremony for the main campus, the graduation application is due March 15th for Spring commencement and October 15th for Fall commencement. If this date falls on a weekend, the deadline is extended to the next business day following the 15th.
- Graduation applications for Campus Center commencement ceremonies are due 60 days prior to the ceremony the student plans to attend.
- Students who apply by the deadline will have their names published in commencement booklet. Those who apply after the deadline may not appear in the commencement publication.
- Students not participating in a commencement ceremony must apply no later than the final day of the session in which the student plans to graduate. Applications received after the session ends will be conferred at the end of the following session.

Students who need to change data from their graduation application (such as diploma name or address, commencement location, or expected graduation session) must contact the Office of the Registrar ([registrar@park.edu](mailto:registrar@park.edu)) to have their record updated.

### Degree Check and Graduation

Once the graduation application is filed, the Office of the Registrar will perform a degree check of the student's coursework. Any outstanding requirements are noted on the graduation/diploma application. Degrees are

conferred at the end of each primary session (Fall 1, Fall, Spring 1, Spring, and Summer). In order to be considered for graduation, all coursework and other degree requirements must be completed as of the final day of the session to meet graduation requirements for that session. Students who have an Incomplete on their transcript cannot graduate until the end of the session in which the Incomplete(s) is cleared. Outstanding transcripts, test scores, Incomplete contracts, or other relevant materials must be received by the Office of the Registrar within three weeks of the end of the session in order for the student to graduate that session. If transcripts or test scores are received after that, degrees will be conferred at the end of the following session.

All correspondence concerning graduation and commencement will be sent to the student's Park University email address. Students are responsible for checking their Park email.

## **Graduation Honors**

Eligibility for graduation honors shall be based upon the following criteria:

1. For the bachelor's degree level:  
30 or more earned hours from Park University  
The cumulative Park University grade point earned as follows:  
  
Cum Laude            3.5 to 3.699  
  
Magna Cum Laude 3.7 to 3.899  
  
Summa Cum Laude 3.9 to 4.0
2. Graduation Honors are not retroactive for those students receiving changes of grades or Incompletes.

## **Attendance/Participation**

Students are expected to attend and participate in all classes, laboratories, and field work for which they are enrolled, and complete all work assigned by the instructor. Refer to the Tuition, Fees, Grants, Scholarships and Financial Aid section of the catalog for the Student Attendance/Participation Policy for Financial Aid.

## **Athletic Participation Policy**

Athletic participation is an important component of student life. Athletes are required to abide by all NAIA and Park University rules and regulations in order to participate in athletics. Athletes are expected to attend class sessions and are only permitted to miss class for athletic purposes when University-sanctioned competitions (including travel to or from the destination) conflict with classes. (It is not permissible for student-athletes to miss class for on campus practices, weight training, or related activities.) The student-athlete is responsible to notify his/her instructor at least one week prior to the missed class period(s) and to make arrangements for missed coursework. Providing the faculty member has been notified by the student-athlete, the faculty member will make arrangements for class assignments, quizzes, exams, or other assignments that conflict with contest or related travel dates. Faculty are encouraged to allow the student to make up missed exams and/or assignments upon the student's return or, in some cases, may require that the work be submitted by the established deadline. All make up work and exams must be submitted by the last day of the session. If student-athletes have difficulty making arrangements with instructors to complete course requirements resulting from University-sanctioned competitions, students should contact the Associate Vice President and Dean of Students, Dr. Jayme Uden (jayme.uden@park.edu).

## Basic Skills

These courses are designed for those students who need to review the fundamentals of reading, writing and mathematics and are considered developmental courses. In addition, courses to develop skills for college success, keyboarding (computer) and career development are offered. Credit for those courses do not count toward the total semester hours needed to graduate, nor does it count towards the Dean's List. The grade, however, does count in the cumulative grade point average. These courses are not intended for transfer but are available to enhance the student's success in his/her pursuit of a university degree.

## Cancellation of Classes

Any course may be cancelled at the discretion of the Provost or Campus Center Director. When a class is cancelled, students are notified so they may make necessary adjustments.

## Class Divisions

Class division is determined by the number of accumulated hours as follows:

Freshman	0 - 27
Sophomore	28 - 57
Junior	58 - 87
Senior	88 - ∞

## Copyright Policy — Classroom

It is the intention of Park University to comply with the provisions of the Copyright Act of 1976 and all related legislative acts (the TEACH Act). The material(s) in any Park University classroom is/are only for the use of students enrolled in that course for purpose(s) associated with the course and may not be retained and/or further disseminated.

The use of material(s) is limited to personal study and research related to the completion of the course. Material(s) found in the classroom may not be reproduced in multiple copies and/or for further distribution without the permission of the course instructor unless otherwise noted. Enrolled students in the course may display the material(s) on their computer screen and/or equivalent device(s) or make a single printed copy for the sole purpose of personal reference.

Students may not make multiple copies of any material for redistribution, redistribute the material(s) by electronic means to any other person(s) or machine(s); modify or create derivatives of the material(s); reproduce, display, distribute, or modify the material(s) for commercial purpose(s) or for financial gain. The list of prohibited use(s) is not meant to be exhaustive.

For permission to copy, distribute, and/or reproduce material(s) in excess of the above guidelines and/or to publicly display and/or modify material(s), please contact the course instructor.

## **Course Repeats**

When a Park University course is repeated, both the granting of credit and computation of the cumulative GPA will be based upon the second attempt. Title IV aid availability is dictated by the federal repeated coursework policy. The policy may be found on the Student Financial Services page at [www.park.edu/student-financial-services](http://www.park.edu/student-financial-services).

## **Criteria for Dean's List and Presidential Scholar's List**

### **Dean's List**

A student's name is placed on the Dean's List when the following conditions are met:

1. Twelve or more graded undergraduate hours at Park University are completed in any combination of fall terms for the fall Dean's List and any combination of spring terms for the spring Dean's List. (Basic Skills courses are excluded from the calculation.)
2. Must be a certificate or degree seeking student at Park University.
3. Must have earned a grade point average of 3.600 or better in any combination of fall terms for the fall Dean's List and any combination of spring terms for the spring Dean's List.
4. Must have received no Incomplete grades in any combination of all terms for the fall Dean's List and any combination of spring terms for the spring Dean's List.

A student's name may be removed from the Dean's List for violations of the Student Conduct Code. Dean's List is not retroactive for those students receiving changes of grades or changes of Incompletes.

### **Presidential Scholars (Parkville Daytime Campus Center Program)**

A student's name is placed on the Presidential Scholar's List when the following conditions are met:

1. Student is enrolled at the Parkville Daytime Campus Center.
2. Student has earned 30 or more graded hours at Park University.
3. Student was enrolled for 12 or more hours for the semester.
4. Student must be degree seeking at Park University.
5. Student has a cumulative grade point average of 3.9 or better.
6. Student has received no Incomplete grades for the semester.

## **Missed Final Exams**

Only extraordinary circumstances warrant a student being allowed to make up a missed final examination. It is the student's responsibility to contact the faculty member before the scheduled exam to request permission to take a makeup exam. In the process of determining whether a makeup exam should be allowed, the burden of proof is on the student. The faculty member has the right to request verification of any excuse offered by the student.

A student who is denied permission to take a makeup exam may appeal immediately to the Associate Dean/Dean of the School in which the course is offered or Campus Center Director. The appeal must be made in writing by the end of the first working day after the day of the denial. The appeal will be forwarded immediately to the Provost or designee whose decision will be final.

# **Full-time Status, Overload Approvals, and Online and Summer Courses**

## **Full-time Status and Overload**

Full-time class load is twelve (12) credit hours per 16 week semester. Students can take a combination of both sixteen and eight week courses to establish their enrollment status. A student may enroll in no more than nine (9) hours per 8-week term without written prior approval from his/her Associate Dean or Dean/ (18) credit hours per 16 week semester without prior written approval from his/her Associate Dean or Dean.\* The student shall have a cumulative grade point average of 3.0 or higher for consideration of an overload.

A full-time load for summer is 12 hours.

## **Definition of Credit Hours**

Active student engagement with other students, the instructor, and the course content is required to throughout the entire semester/term in all modalities, face-to-face, online, and blended, as indicated on the academic calendar.

16-week: All courses are valued in semester hours. Fifty minutes of classroom or direct faculty instruction and two hours out-of-class student work each week for 15 weeks, plus 50 minutes reserved for a final exam, for one semester hour of credit.

8-week: All courses are valued in semester hours. One hundred minutes per week of classroom or direct faculty instruction and 240 minutes out-of- class student work each week for 8 weeks for one hour of credit. In eight-week courses, students and instructors are required to interact and complete educational objectives through the final day of the eighth week of the term as indicated on the academic calendar.

These semester/term interaction requirements are equally applied to face-to-face, online, and blended courses. In blended courses, this means that in addition to the final face-to-face meeting, students and instructors are required to continue instructional activities via virtual seat time through the final day of the calendar term (i.e., Sunday of the eighth week).

For online and blended courses, active student engagement with other students, the instructor, and the course content combine to form the equivalent amount of time (100 minutes per week required for each of all eight weeks throughout the calendar term). For blended courses, this means that in addition to the final face-to-face class meeting, students are required to complete virtual seat time requirements up through the final day (i.e., Sunday) of the eighth week of the calendar term. Finally, in keeping with the requirements for face-to-face courses, in online and blended courses, students complete other out-of-class requirements designed to achieve course learning outcomes for the approximately 240 minutes of such work for each one hour of credit, throughout the entire eight weeks of the calendar term.

Courses scheduled for a different number of weeks and other academic activities such as laboratory work, internships, practica, and studio work, have an equivalent number of hours as reflected in the combination of direct faculty instruction and out of class student work for the same amount of credit as listed above.

## **Blended Courses**

Some blended courses may be offered as "Pirate Patch" courses in which the face-to-face portion of the blended course is facilitated by an instructor who engages face-to-face with students at a host site, and via synchronous web conference with students at a remote site. For students participating at the remote site, the class is considered distance learning. Students at remote sites should contact their Campus Center Director to determine if the "Pirate Patch" course will meet the in-residence requirements for VA benefits.



These courses will be identified as blended courses and Pirate Patch courses in the class schedule so that students will be aware of the delivery format; student participation in both components of the course is required. All courses offered are defined in the Park University Undergraduate catalog, and there is no indicator on the transcript as to the delivery method or location of the course delivered. A student in good academic standing may take up to nine (9) credit hours per term in face-to-face, online, or blended classes without obtaining approval for an overload. All Park University courses count toward residency and contain the same content rigor no matter the instructional format.

All Park University blended classes require weekly contact with the instructor.

## **Online Courses**

Courses offered online are from the current Park University catalog and are taught in an eight-week format, five (5) terms per year. Students may register for online courses any term during their Park University career. The courses offered will supplement the traditional classroom or complete a degree online. Up to nine (9) credit hours per term may be taken online without getting prior written approval for an overload; international nonimmigrant students may not enroll in more than three (3) online credit hours per 16-week semester. All Park University online courses will count toward residency. Park University prides itself on the quality of its courses in all modes of instruction.

During the term, online classroom contact with the instructor must be made on a weekly basis for assignments and online interaction within the Learning Management System (LMS). Syllabi for online courses are available online according to University-wide assessment procedures. Online courses contain the same core assessment and learning outcomes as Parkville campus courses. Students will find instructor contact information in the course syllabus.

The student must have his/her own access to the Internet. Additional information about online courses may be obtained from the Park Campus Centers and Online Learning section of the University website - [www.park.edu/admissions](http://www.park.edu/admissions).

## **Summer Courses**

The Parkville Daytime Campus Center offers a variety of on-campus programs during the summer semester/terms. The Parkville Daytime Campus Center program, offers two, four and eight week sessions. Full-time class load is twelve (12) credit hours. These programs provide an opportunity for students to accumulate a maximum of fifteen credit hours over the entire summer program, provided a student meets the course overload requirements. Additionally, these summer programs are available to those students from other colleges or universities who are home on vacation and wish to accumulate additional credits during vacation time. For additional information concerning summer programs, please visit [www.park.edu/enroll](http://www.park.edu/enroll).

## **Remote Proctoring**

Park University has instituted remote virtual proctoring of the final exam for online students only in certain classes (not all Park online courses require proctoring – check the course's syllabus for requirements). Final exams in these designated courses (see: <https://pdl.park.edu/proctor/>) are taken online under the virtual supervision of the ProctorU during a specific window of time set in the course modules. Students will need both to register with ProctorU and to schedule each exam with ProctorU at least 72 hours ahead of time.

ProctorU creates an academic record for each test-taker that is handled with the strictest adherence to Family Educational Rights and Privacy Act (FERPA) (see: <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>) guidelines. All of ProctorU proctors are required to complete FERPA training and ProctorU was successfully audited for FERPA compliance by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) (see: <http://www.aacrao.org>).

Park University policies related to remote virtual proctoring are publicly viewable here: Park Distance Learning – Academic Policies – Park University Online Proctoring Policy Page. <http://www.park.edu/park-distance-learning/academic-policies.html>

## Enrollment Adjustment Period

It is the student's responsibility to initiate and complete the necessary procedures for making course schedule changes such as adding, dropping, exchanging, or withdrawing from courses. Adding, dropping, exchanging or withdrawing from courses may affect financial aid previously awarded. Online (i.e. self ) registration for the semester/term will close one (1) week before classes begin, on the Monday before the beginning of the semester/term. This helps prevent situations where students must be dropped from classes for non-payment. In the event that University holidays/closings impact this deadline, online registration will close the next business day.

The first eight calendar days of a session constitutes the Enrollment Adjustment Period. Students are entitled to 100% refund of tuition and fees during the enrollment adjustment period. Within this time, the student will be permitted to evenly exchange class(es) during the first four calendar days. The final day to add or exchange a course (face-to-face or online) will be the fourth (4) day of a session. The last day to drop a course will be the eighth (8) day of a session, except for two week classes. If a student drops a course within the 8 day enrollment adjustment period, the course will not appear on their transcript. The drop date for non-payment of late registrants will be the eighth (8) day of the session. Night classes or other single day classes may be added up to 1 day prior to the first class. For any adjustment other than even exchange, the student will be responsible for charges associated with the Enrollment Adjustment as detailed in the Refund Policy section. Adding or dropping class(es) must be arranged by the student with their success coach, faculty advisor, or by sending an email to [advising@park.edu](mailto:advising@park.edu) via their Park email account.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## Grading Policy

A - Excellent	4 grade points
HA - Honors Excellent	5 grade points
B - Good	3 grade points
HB - Honors Good	4 grade points
C - Average	2 grade points
HC - Honors Average	3 grade points
D - Poor	1 grade points
HF - Honors Failure	0 grade points
F - Failure	0 grade points
Cr - Passing	A mark used when students "test out" of the class
W - Withdrawal	Withdrawal without assessment of performance-issued between the last date to officially enroll and a date not later than the 10th week of the semester or 5th week of

a term. Not available for two week sessions. No later than the third week of a four week session. The "W" is a student-initiated withdrawal.

WF - Withdrawal  
Withdrawal issued after the 10th week of a 16-week semester, 5th week of an 8-week term or 3rd week of a four-week summer session. Not available for two-week sessions. The "WF" may be student-initiated or instructor-initiated and will receive the same grade points as an "F". Instructors will initiate a "WF" when a student does not officially withdraw from the course but failed to participate in course activities through the end of the period. It is used when, in the opinion of the instructor, completed assignments or course activities or both were insufficient to make normal evaluation of academic performance possible.

Au - Audit                      Audit

P - Pass                        Pass

NR - Not Reported

A grade of "Cr," "Au," or "P" will not affect a student's grade point average; however, it may impact financial aid eligibility.

## Grade Change Policy

No grade changes shall be granted more than one calendar year from the original grade submission deadline. Any change of grade, prior to the deadline, will be initiated by the faculty member only who assigned the grade. All requests must be adequately documented.

A grade may be changed, prior to the deadline, for the purpose of correcting clerical or administrative error, or to correct an error in the calculation or recording of a grade. A change of grade will not occur as a result of additional work performed or re-examination beyond the established course requirements.

## Incompletes

The notation "I" may be issued only upon written completion of a "Contract for Incomplete" signed by the student and the instructor and placed on the transcripts by the Registrar's Office; it is the responsibility of the course instructor to submit the Contract for Incomplete before the Tuesday after the end of the term. An Incomplete is issued at the discretion of the instructor and may not be issued to a student who has unexcused absences recorded for the course. An "I" indicates that the coursework was not completed in the time allotted in the semester/term through no fault of the student as determined by the instructor. If a student cites a medical or a disability reason for being unable to complete the coursework, the instructor will contact Disability Services for confirmation. An Incomplete cannot be granted as a disability accommodation unless approved by Disability Services. Under the Contract for Incomplete, the instructor works independently with the student to determine new deadlines for the material, as well as any additional assignments that the student will need to complete. Final assessment of the grade is postponed to no later than the last day of the semester/term immediately following the semester/term in which the "I" was received, unless an earlier deadline was established by the instructor. Failure on the part of the student to complete the work will result in a grade of "F".

**NOTE:** Taking an "I" (Incomplete) may suspend the student from financial aid.

## Independent Study

Independent Study is a means by which a degree-seeking student may complete a course. The requested courses must be out-of-class academic work which cannot be met through the existing curriculum, for which a course number and supervision are available, or a catalog course not scheduled for an academic year.

The application must have attached a detailed proposal to include title, resources to be used, course objectives, content and evaluation aspects of the study. Applications must be signed by the student, the instructor, Department Chair, and Associate Dean or Dean. The application must be filed in the Registrar's Office prior to the last day of the enrollment adjustment period.

The student and the faculty member may interact face-to-face, in an online classroom, via email or through a combination of these methods to complete academic activity.

## Leave of Absence/Emergency Leave Procedures

A student may request a Leave of Absence from all courses if s/he needs to be absent for more than two consecutive weeks of class(es). The formal institutional guidelines for this procedure are:

1. Students must request the leave of absence in writing, signed and dated, prior to the leave of absence unless unforeseen circumstances prevent the student from doing so. If that is the case, the circumstances must be documented.
2. Documentation supporting the request should be submitted concurrently with the request.
3. The written request and documentation should be sent to the Registrar's Office and to the appropriate Campus Center Director or Department Chair.
4. All faculty members concerned will be provided the requested materials for review. This is necessary so that potential problems associated with grading or required assignments can be handled. The faculty member may make arrangements to allow the student to complete the coursework that s/he began prior to the leave of absence. The student cannot begin a new semester/term without having completed all conditions of the previously approved leave of absence.
5. Faculty members will respond, in writing, to the Registrar's Office and Campus Center Director or Department Chair, concerning their agreement or disagreement to the terms of the leave of absence.
6. The student and faculty must agree, in writing, on the nature of the coursework that must be completed in order to successfully receive credit for the class.
7. The appropriate Associate Dean or Regional Director will be provided all materials pertaining to the leave of absence in order to provide the final approval.
8. If all parties agree to the terms of the leave, the leave may be granted. There must be a reasonable expectation that the student will return to school. If there is not a reasonable expectation, the Dean of Students Office can provide assistance.
9. The approved leave request and all supporting documentation will be forwarded to the following individuals as appropriate for the students:
  - Provost or designee
  - Controller
  - Faculty
  - Dean of Students
  - Campus Center Director
  - Student Financial Services
  - Associate Dean
  - Registrar
  - Regional Director
  - College Dean
10. If the student wants to appeal the final decision or has concerns regarding the final decision, the student should contact the Dean of Students.

11. A student may be granted no more than one leave of absence in any 12-month period and it may not exceed 180 days. The institution will not place additional charges on the student's account for completion of the course work upon return from the leave of absence. An approved leave of absence will not affect a student's in-school status for the purposes of deferring Federal loans.
12. A student may be granted no more than one leave of absence in any 12-month period and it may not exceed 180 days. The institution will not place additional charges on the student's account for completion of the course work upon return from the leave of absence. An approved leave of absence will not affect a student's in-school status for the purposes of deferring Federal loans. An enrolled student may elect to take a leave of absence for up to one academic year because of pregnancy and/or disability; the birth, adoption, or placement of a child; and/or to care for an immediate family member (spouse, child, or parent) with a serious health condition. Park may extend the leave term in the case of extenuating circumstances or if medically necessary due to the health of the student.
13. If a student does not return from an approved leave of absence, the student's withdrawal date and the beginning of the student's grace period for federal loans will be the date the student began the leave of absence. This may exhaust some or all of the student's grace period for federal loans, putting the student into repayment status.

In order to totally withdraw: Students must complete the Request for Session/University Withdrawal form in the MyPark portal under My Student Academic Tools>Academic Information>Request for Session/University Withdrawal Form or contact the Registrar's Office (3rd floor Mackay; academiccompliance@park.edu; 816-584-6270). Please see the Session/University Withdrawal section for more information.

## Major/Degree Declaration

### Major Declaration

A major must be declared prior to accumulating 60 hours of work. For transfer students with more than 60 hours, majors must be declared at the time of admission or during the first enrolled semester/term thereafter.

### Dual Degrees

Students may pursue dual degrees if such degrees are approved and readily available at the student's campus center of record; the dual degree refers to the student's concurrent enrollment in two separate degree programs, i.e. the Bachelor of Science and the Bachelor of Social Work.

### Double Majors

A student may declare a double major by submitting a Declaration of Major form or an Application for Admission; declaring a double major will update the student's entire degree audit to the current catalog in effect.

**Note for veteran benefits recipients:** Dual Objective programs, requiring more hours than a standard degree, which are reasonably related to a single career field, may be pursued by veterans. The student shall file a statement pertaining to his/her 'career field of pursuit' showing the relatedness of the objectives that is approved by school officials. The programs of pursuit must be approved by the State Approving Agency of jurisdiction in which the campus presides. Contact your Veterans Affairs representative on campus for more information.

### Requirements for Double Major:

#### Associate's

1. Minimum of 15 residency hours - Associate of Arts/Sciences. At least nine of these credits must be in the major.
2. Minimum cumulative grade point average of 2.0.

3. Core requirements fulfilled for each major.
4. Requirements outside major division fulfilled.
5. A minimum of 60 semester hours accumulated.

### **Bachelor's**

1. **Minimum of 30 residency hours.**
2. At least 15 of these 30 hours must be in the major.
3. Minimum cumulative grade point average of 2.0.
4. Core requirements fulfilled for each major.
5. Complete liberal education course distribution.
6. A minimum of 120 (B.S., B.S.E., B.M., B.P.A, B.S.N. - RN to BSN), 122 (B.A., B.F.A., B.S.W.), or 126 (B.S.N. - Prelicensure) semester hours accumulated.

When all core courses for both majors and the liberal education requirements are completed, one diploma listing both majors will be issued.

When adding a major after the initial evaluation, the student's entire degree program will move to the new catalog, including the previously declared major, any minors, and the liberal education requirements. The previously accepted transfer credit will remain transcribed; however, the application of credit may change.

### **Second Degree**

When adding or changing a major, minor, or certificate through the Declaration of Major Form, the student's entire degree audit, including the original major, will update to the current Catalog in effect. A student who has completed a bachelor's degree at Park University can choose to be evaluated as a degree-seeking student for a second bachelor's degree.

1. The accepted credit listed on the student's transcript remains the same, but the accepted credit will be applied toward the second degree according to the catalog at the time the student re-enrolls.
2. A second degree audit is generated. Students who have previously earned a Park University degree must complete an additional 30 hours of residency hours.
3. Students entering Park University with a bachelor's degree from a regionally accredited college or university are required to meet the residency, major and/or certification requirements.

## **Campus Life and Student Services**

### **Academic Support Center**

([www.park.edu/academic-support-center](http://www.park.edu/academic-support-center))

The Academic Support Center (ASC) located in the Norrington Center on the Parkville Campus, offers many services to Park University students, all free of charge to Park students.

The Center also monitors the academic progress of students who are admitted on probation, or who become academically "at risk" after admission, or are placed on academic probation. Academic counseling is provided to assist the student in regaining good academic standing.

### **Free Tutoring**

Tutors are available for many academic subjects, including writing, math, accounting, computer science, and others. Most tutoring is done in the ASC during operating hours Monday - Saturday. Some appointments are available outside our regular hours with tutors who work on-call. In addition to tutoring in the ASC, online

writing help and virtual tutoring are available through the Canvas course "Park Tutoring Help," in addition to online tutoring through Tutor.com.

## **Computer Lab**

A computer lab is maintained with standard software for most needed applications, Internet access, and online course access. The staff is available to help students who need assistance.

## **Disability Services**

The Assistant Director of Academic Support Services coordinates services and accommodations for qualifying students with disabilities. Students must identify themselves by submitting a Request for Disability Services form and by providing adequate and appropriate documentation to the Assistant Director of Academic Support Services. Park University policy on disability services may be found in this catalog, and at [www.park.edu/terms-and-regulations](http://www.park.edu/terms-and-regulations).

## **StepUP Program**

StepUP is designed to give personalized mentoring and support to its participants, in order to encourage and assist them in achieving their college degree. StepUP students are advised by a professional mentor, receive motivational and educational programs and other free services.

## **Testing Center**

([www.park.edu/testing-center](http://www.park.edu/testing-center))

The Testing Center, located in the Mabee Learning Center, administers CLEP, DSST, MoGEA, and final exams for online courses by appointment only. Students may schedule and pay for fee-based tests online. The Testing Center also handles most testing for disabled students approved for testing accommodations. The Testing Center administers residual ACT (for Park University students only). At the request of the instructor, the staff may also proctor exams for students who have missed classroom tests. Most tests must be arranged by appointment. CLEP, DSST, ACT and MoGEA tests require an administration fee of \$25 in addition to the cost for the exam. Call the Testing Center, (816) 584-6887, for more information. Check the website for more information about the tests, and for current days and times of Testing Center services.

**NOTE:** Park University does NOT administer GRE, TOEFL, Missouri Content Assessment, GMAT, LSAT or other tests. Most of these tests have websites that have more complete information and the location of testing sites.

## **The Campanella Gallery**

Located in the Norrington Center on the Parkville Campus the Campanella Gallery showcases art exhibits by professional and student artists in a wide variety of styles and media. Twice a year, the Gallery is reserved for exhibits by graduating Park University art majors. The Campanella Gallery serves the educational mission of the Department of Art, Design & Interdisciplinary Studies, the Park community and the wider art community. The Campanella Gallery was named in honor of Vincent Campanella, painter and Park University professor emeritus of art. He served the University as the distinguished artist-in-residence and chaired the Department of Art, Design & Interdisciplinary Studies for 29 years.

## **Career Development Center**

The Career Development Center (CDC) assists students in all stages of career development including skills assessment, resume and cover letter preparation, interview coaching, and internship and job search strategies, all to insure successful attainment of a career upon graduation. The CDC develops and offers workshops and events—on the Parkville Campus, at our Campus Centers nationwide, and online to prepare our students for launching and advancing their careers and in making successful career connections. For a comprehensive listing of services and events visit the eRecruiting system accessed through our website at [www.park.edu/career](http://www.park.edu/career) or contact the CDC staff at (816) 584-6402 or [careerdevelopment@park.edu](mailto:careerdevelopment@park.edu).

### **Career Planning and Assessment**

The staff of the Career Development Center is highly trained in career advising and welcome the opportunity to assist current and prospective students and alums in identifying their career options and developing a plan of action to address individual skills and interests.

### **Career Services**

The CDC will assist with resume and cover letter composition, interview preparation, networking skills, and career planning. These services are free to Park students and alumni. The CDC can schedule meetings in the Kansas City area or virtually worldwide.

### **Career Seminars/Workshops/Interview Days**

- Weekly and online workshops on topics including: Resumes, Cover Letters, Interview Prep, Career Fair Prep, Networking, Negotiating, Job Search Strategies for International Students, Transitioning From Military to Civilian Careers, and many more.
- Class Lectures
- On-campus interviews

### **Internships, Part-Time Employment, and Full-Time Employment Opportunities**

Students are encouraged to investigate internship possibilities after their sophomore year in school. This is their best assurance of fulltime employment at graduation. Listings of part-time and full-time jobs and current internship opportunities are posted in our eRecruiting system. Go to the Career Development website [www.park.edu/career](http://www.park.edu/career) – click on the eRecruiting link. Then access the student link and create your own job search account. Students are encouraged to check the database frequently as new opportunities are posted on a regular basis.

The Career Development Center is located at:

Mabee Learning Center, Suite 224

Parkville Campus

Parkville, MO 64152

(816) 584-6402

[careerdevelopment@park.edu](mailto:careerdevelopment@park.edu)

The CDC's hours are:

8:00 a.m. – 4:30 p.m. Monday - Friday,

with additional evening hours available by appointment.



## Counseling

The Counseling Center supports student mental health and wellness through limited individual counseling services, consultation and referral services. Located in Dearing Hall on the Parkville campus, the Counseling Center also houses a resource library with self-help and wellness materials. For students in need of intensive services or specialized care, Licensed Professional Counselors on staff can help connect students with mental health facilities and providers in the community. For more information, contact [counselingappointments@park.edu](mailto:counselingappointments@park.edu) or visit [www.park.edu/counseling](http://www.park.edu/counseling).

## Dining Services

All students living in the residence halls are required to have a meal plan. There are several locations on campus to obtain food including the Thompson Dining Hall, the Savor Sandwich shop in Thompson, the convenience store in the Copley Quad Residence Hall, and the Jolly Roger coffee shop in the Norrington Center. Special diet needs may be arranged by contacting the Director of Food Service at (816) 584-6395.

## International Nonimmigrant Students

Park University has a distinguished group of 292 international students representing 51 countries. The Office of International Students (OIS) serves Park University's international nonimmigrant student population from pre-admission through post-graduation. Newly arrived international students will attend a Check-In Session with OIS as well as an international student Orientation to provide education on visa regulations, help students acclimate to their new home and assist with personal concerns such as culture shock. OIS provides ongoing social activities, individualized student advising and continuous guidance regarding Department of Homeland Security policies and benefits. The office also provides admission guidance for international nonimmigrant students

The Office of International Students advises one of the largest student clubs on campus, the World Student Union (WSU). Each month, WSU plans social activities for club members, which may include fund raisers, fun excursions in the city, community service projects. ISS sponsors various forums for students to share their culture — the Culture Hour, The Coming to America Series, International Education Week, Cultural Sharing Event and more.

Contact Office of International Students:

- In person: Herr House, room 209
- By phone: (816) 584-6820
- By email: [international@park.edu](mailto:international@park.edu)

Office Hours:

Monday through Friday

8:30 a.m. to 4:30 p.m. CST

## Mail Services

All students living in the residence halls will be assigned a campus mail box located in the Mail Center for the receipt of their mail and packages. Commuter students are eligible for a campus mail box assignment upon request and availability of vacant mail boxes. There is no charge for this service. The Mail Center is located in the Academic Underground, Room MA212 and open Monday through Friday, 8 a.m. - 4:30 p.m. The Mail Center provides stamps and envelopes for purchase, all postal supplies, Fed Ex, UPS, and DHL shipping services, both domestic and international, plus packaging supplies and assistance. For more information call (816) 584-6296.

## **McAfee Memorial Library**

The McAfee Memorial Library provides access to quality information resources that enables a diverse community of learners to think critically, communicate effectively, demonstrate a global perspective and engage in lifelong learning and service to others.

### **Collections**

Our collections include more than a quarter million books, ebooks, videos and periodical and research databases. Electronic resources are available 24/7 at [www.park.edu/library](http://www.park.edu/library). Additional materials can be obtained via interlibrary loan and/or reciprocal borrowing agreements with local and regional libraries.

### **Services**

Reference and instruction librarians are available to help with basic research and the use of electronic resources on-site, via phone, email and live chat (seven days a week). They also offer classroom instruction in basic research, in the use of electronic resources and in support of course assignments. Contact one of our reference and instruction librarians to schedule an instruction session. Instructional videos in the use of electronic resources can also be found on the library website.

### **Parkville Campus**

The library, located in the Norrington Center, provides a comfortable environment for individual and group study, including individual study carrels, tables, seminar and group study rooms. Computers, and a network printer/copier/ scanner are also available for use.

### **Special Collections and Campanella Gallery**

The library also administers the Fishburn Archives, located in the Academic Underground, which consists of manuscripts, print material, photographs, scrapbooks, artwork, and artifacts including furniture, sports trophies and textiles, documenting the founding and history of Park University and Parkville, Missouri, and is available by appointment. It also houses the Campanella Gallery, which features art exhibits from Park students and faculty and local artists.

### **Library hours**

Hours during Fall and Spring terms are CST/ CDT (Hours are subject to change.)

Monday-Thursday 7:30 a.m. - 9:30 p.m.

Friday 7:30 a.m. - 4:30 p.m.

Saturday 10:00 a.m. - 4:00 p.m.

Sunday 4:00 p.m. - 9:30 p.m.

Chat-based reference service ("Ask a Librarian") hours can be found on the library website, at: [www.park.edu/library](http://www.park.edu/library).

## Military and Veteran Student Services

The Department of Military and Veteran Student Services increases access to and success in postsecondary education for military, veterans, wounded warriors, and their families by providing a broad range of services, fostering peer connections and coordinating community support, through:

- Advising military, wounded, veteran students, and dependents during walk-in hours, workshops, appointments and via conference calls
- Connecting military, wounded, veteran students, and dependents with college resources, such as academic advising, career and personal counseling, tutoring services, financial aid, and external service organizations, to promote success at Park University
- Assisting with identification of federal and state education benefits eligibility
- Assisting with applying for benefits via workshops, online, printed materials and website
- Providing Park's Student Veterans Organization with department resources, advisement, and programming

Contact:

1st Floor Thompson Commons

Parkville, MO 64152

(816) 584-6530

<http://military.park.edu/>

## Pirate Fitness Center and Wellness Programs

All Parkville campus students have access to the on-site facilities of the Pirate Fitness Center. Our Pirate Fitness Center has three branches: Intramural Fieldhouse (Labor Hall), Copley-Quad Fitness Center, and Chesnut Hall Fitness Center. The Copley Quad and Chesnut Hall Branches of the Pirate Fitness Center are open 24 hours and utilized for Residential Students. Current hours of the Intramural Field House facility can be found on our Crew page. These facilities include free weights, dumbbells, machine weights, exercise balls, resistance bands, elliptical trainers, stationary bikes, and treadmills. Contact the Fitness Center staff by e-mail at [piratefitness@park.edu](mailto:piratefitness@park.edu), for a complete schedule of classes, wellness programs, and details on the facility.

## Publications and Broadcast Venues

Park University students have the opportunity to work on student-run publications: the student newspaper, the student literary magazine, the campus radio station, and student telecasts. For more information, please call (816) 584-6327 or (816) 584-6263.

The *Stylus*, Park's award-winning newspaper, is operated and managed by students. It provides an invaluable laboratory for news writing, feature writing, editing, digital composition, and photography. Its staff is not limited to journalism students, staff members and editors come from all corners of the campus. The *Stylus* is focused on news, features and sports that are relevant to the Park University community and serves as a forum for student opinion. It is also available online at [www.stylusonline.org](http://www.stylusonline.org). Please direct all inquiries to [stylus@park.edu](mailto:stylus@park.edu).

The *Scribe* is Park's student-edited literary and art magazine, which contains fiction, drama, poetry, essays, and visual art created by Park University students.

Educational radio station KGSP-FM, 90.5 FM is student operated and broadcasts at 100 watts to the Kansas City area and streams live online. The TV Production Studio on the Parkville Daytime Campus Center serves both as a teaching facility for TV students and as the facility for production of the Pirate News broadcast. Students produce programs with both studio and digital field equipment.

Students assume a wide range of responsibilities in both audio and video productions. Park's hands-on emphasis ensures that students will build professional portfolios that qualify them for professional employment. Interested students should call (816) 584-6321.

Pirate News is the video news show staffed, edited, produced and published by students. Pirate News focuses on campus events, athletics and area news of interest to Park University.

Students at Park University, particularly those majoring in Multimedia Journalism and Public Relations, and Communication Studies, are encouraged to experience all of these hands-on outlets to develop well-rounded career preparation and to find exciting venues for self-expression.

Students assume a wide range of responsibilities in both audio and video productions. Park's hands-on emphasis ensures that students will build professional portfolios that qualify them for professional employment. Interested students should call (816) 584-6321.

## **Residence Life and Education**

Park University believes in providing the opportunity for students to develop in all areas of their lives. The residence hall experience is intended to enhance the student's classroom experiences and provide opportunities for students to develop the whole person. Please visit [www.park.edu/life-park/parkville/residence-life](http://www.park.edu/life-park/parkville/residence-life) to learn more about our programs.

Additionally, every effort is made to encourage students to assume responsibility for their own behavior, while at the same time developing respect for the rights of others. This total student development, requires that certain policies and procedures be established for residence life. These policies and procedures are contained in the Residence Life and Education Handbook and are available at [www.park.edu/life-park/parkville/residence-life](http://www.park.edu/life-park/parkville/residence-life).

## **Student Activities and Clubs**

There are a number of cultural and social activities for students at Park University, including celebrations, lectures, dances, concerts, athletic events, and other forms of entertainment and education. There are traditional events such as Fright Night, Spring Fling, Homecoming, and International Education Week. The Park Student Activities Board (PSAB) holds co-curricular events for the Kansas City Area. Some events, such as International Talk Like a Pirate Day, are celebrated at all the Park University campuses. Many events are open to all Campus Centers. For more information, please call (816) 584-6377 or check the online Activities Calendar, available through the Student Life home page at: [www.park.edu/student-life](http://www.park.edu/student-life).

Students typically spend 85% of their time outside of the classroom. It is partly because of this large block of unstructured time we encourage students to explore the involvement opportunities here at Park University. In addition to filling time and meeting people with similar interests, involvement on campus has many benefits.

There are personal, academic, and professional benefits to becoming involved at Park University. Students who are involved acquire a wide variety of benefits including earning better grades, becoming more likely to graduate and are simply more marketable when job searching or applying for graduate school. To learn more about the student organizations Park University offers, please visit: [www.park.edu/student-life](http://www.park.edu/student-life).

If there is not an organization that currently piques your interest, then we encourage you to start a new student organization. All you need to be a recognized organization is 5 members, an organization constitution, full-time faculty or staff advisor and a completed Park University certification form. Stop by the Office of Student Leadership & Engagement for assistance, call staff at (816) 584-6377, or check the website at: [www.park.edu/student-life](http://www.park.edu/student-life).

## **Student Government**

All students enrolled at Park University are considered members of the Park Student Government Association (PSGA) and are welcome to attend PSGA meetings. The Student Senate consists of the Executive Board and the Senate. Members of the Executive Board are President, Vice-President, Secretary, and Business Manager. Members of the Senate include students representing both the residential and commuter population. The PSGA assists Park University in its commitment as an institution of higher learning; acting as a means of communication between students, faculty and administration; while addressing the needs of the campus and serving as the comptroller of the student life fee funds. For specific information about PSGA, please check the website at: [www.park.edu/clubs](http://www.park.edu/clubs).

## **Student Leadership and Engagement**

Staff in Student Life provide a comprehensive Student Leadership program to equip both emerging and experienced student leaders with skills and experiences that will benefit them during their time at Park University, in their careers, and in the community. There are also many opportunities for Student Engagement, offering students a chance to understand their leadership style and become civically engaged with their campus, local, and global community. For more information about these programs and events, orientation, or to utilize the Student Leadership and Engagement resources, please check the website at: [www.park.edu/student-life](http://www.park.edu/student-life).

## **Student Life**

Student Life encompasses several areas of the campus that provide outside-the-classroom support, services and programs for all students at all campus centers. Areas within Student Life include Residence Life, Student Leadership and Engagement, Student Activities and Orientation, Counseling Center, Student Clubs and Organizations, Pirate Fitness, Park Student Government Association, Summer Conferences, Student Conduct and Dining Services. Please check the website at [www.park.edu/student-life](http://www.park.edu/student-life) or call (816) 584-6377 for more information. Many special events and programs provided by staff are offered on evenings and weekends.

## **Student Success Center**

Student Success Coaches optimize the student experience by helping students navigate their academic plan, review their degree audit, enroll in courses, and understand their payment options. Parkville Daytime Students can meet with their Student Success Coach face-to-face in Herr House, by phone at (816) 746-2526, or by e-mail at [parkvillesuccess@park.edu](mailto:parkvillesuccess@park.edu). Distance Students should contact Virtual Student Success Coaches by calling (888) 947-5988 or e-mailing [advising@park.edu](mailto:advising@park.edu). Students attending a campus center are able to contact their location directly. [www.park.edu/campus-centers/index.html](http://www.park.edu/campus-centers/index.html)

Office Hours: 8:00 a.m. to 6:00 p.m. Monday  
thru Thursday and 8:00 a.m. to 4:30 p.m. Friday CST

[www.park.edu/enrollment-services](http://www.park.edu/enrollment-services)

## **Study Abroad**

Through participation in a study abroad program, Park students have the opportunity to earn Park credit abroad while attending one of Park's international partner institutions. Park University offers study abroad opportunities in numerous countries around the world. Bilateral, direct and study abroad consortia agreements are in place and continue to be updated to satisfy the need of students.

Students can study abroad for a semester, a year, or a summer program. The credits taken abroad are counted towards the students' degree requirements and calculated into their GPA.

Study Abroad participants continue their enrollment at Park through a placeholder course overseen by the Registrar's Office. This maintains the students' enrollment during the period of the study abroad program and upon return facilitates the translation of coursework taken abroad into Park credit. Study Abroad advises and helps students coordinate their study abroad experience, and offers ongoing support during the study abroad program.

## **Varsity Athletics**

Park University has a highly successful varsity athletic program offering 15 varsity sports that compete in the National Association of Intercollegiate Athletics (NAIA). Varsity sports include men's and women's basketball, men's and women's soccer, men's and women's volleyball, men's and women's cross country, men's and women's indoor track and field, men's and women's outdoor track and field, men's baseball, women's softball and women's golf. Park is a member of the American Midwest Conference (AMC), the Mid American Men's Volleyball Intercollegiate Conference (MAMVIC) and is a NAIA Division I Independent in men's and women's basketball. Varsity student-athletes are required to comply with eligibility guidelines established by Park University, the NAIA, and the AMC.

## **Student Rights and Responsibilities**

### **International Nonimmigrant Students Legal Requirements**

Park University is authorized under federal regulations to enroll international nonimmigrant students. Qualified international students, defined as all students who are not United States citizens, Permanent Residents ('green card' holders), Refugees, or Asylees, and who are in the United States legally, are encouraged to contact the Office of International Students for special forms and instructions for admission to Park University. (Undocumented immigrant students, please see admissions requirements section of this catalog).

International students entering the United States with F-1 visas to study at a postsecondary school are required to attend the Park University Daytime Campus Center; international F-1 students may not attend any Park University Campus Centers outside of the greater Kansas City area. Prospective international students holding B-1/B-2 visitor visas or F-2 dependent visas may apply and be admitted to Park University, but may not enroll in classes until their visa status has been officially changed to an F-1 student visa, or another eligible visa status.

The Office of International Students is also responsible to the Department of Homeland Security for ongoing reporting of the status of nonimmigrant students attending Park University, and reserves the right to recommend the denial of admission, or suspension from classes, of any international student failing to meet federally mandated nonimmigrant requirements.

### **Disability Guidelines**

Park University is committed to meeting the needs of all students who meet the criteria for special assistance. These guidelines are designed to supply directions to students concerning the information necessary to accomplish this goal. It is Park University's policy to comply fully with federal and state law regarding students with disabilities and, to the extent of any inconsistency between these guidelines and federal and/or state law, the provisions of the law will apply. In addition to academic accommodations, we will also provide accommodations for campus activities. Contact us if you need services for plays, athletic events, graduation, club activities or other events.

## Permanent Disability Guidelines

Notification of Disability: It is the student's responsibility to submit the Request for Disability Services form and to provide adequate and appropriate documentation of a disability in order to receive academic accommodations. [A link to the form and full information about documentation is shown below.] Documentation must be provided in a timely manner to ensure full resolution of accommodations prior to the term for which the student requests accommodations. This will allow time to make all necessary arrangements prior to the initial class meeting. Documentation should be submitted to Assistant Director of Academic Support Services, Campus Box 46 (fax (816) 505-5445). A copy of the Request form and documentation will be securely retained in the student's electronic file.

Students who have received disability services in high school will find helpful information regarding their rights, responsibilities, and transition from high school to university from the Missouri Association for Higher Education and Disabilities (MOAHEAD). Visit the MO-AHEAD webpage at [moahead.org](http://moahead.org). Once there, click the link for "The Guidebook." There you can find a link to the Table of Contents to help you find more information.

## Temporary Disability Guidelines

In the case of temporary disabilities, every effort will be made to provide reasonable accommodation for the duration of any disability. To insure prompt and appropriate action, the Assistant Director of Academic Support Services should be notified immediately of the arrangements believed to be necessary to accommodate a given temporary disability. Additional information concerning Park University's policies and procedures related to disability can be found at [www.park.edu/disability](http://www.park.edu/disability).

## Student Pregnancy and Parenting Accommodations Policy

Park University provides pregnant students with at least the same special services as it provides to students with temporary disabilities and prohibits the harassment and discrimination of students based on sex, which includes pregnancy, childbirth, and related conditions, including breastfeeding.

Park also provides reasonable accommodations to qualifying students with disabilities related to pregnancy and childbirth. Students may request accommodations through the Park University Disability Services office at [disabilityservices@park.edu](mailto:disabilityservices@park.edu). Please refer to Park's Pregnancy and Parenting Accommodations policy and Student Housing policy for more information, available at <http://www.park.edu/terms-and-regulations/disability-guidelines.html>.

## Documentation Requirements

Park University recognizes the best practices recommended by the national Association on Higher Education and Disability. We also realize that each individual and each disability is unique. Specific documentation requirements will vary according to the type of disability, but the following guidelines define acceptable documentation:

1. It is **prepared by a licensed professional** who is knowledgeable in the field of the student's particular disability, and provide a **description of the diagnostic methodology and/or a description of the diagnostic** criteria, evaluation methods, procedures, tests and dates of administration, as well as a clinical narrative, observation, and specific results. Where appropriate to the nature of the disability, having both summary data and specific test scores (with the norming population identified) within the report is recommended.

Learning Disabilities (LD/ADHD): Students must provide supporting diagnostic test results from a licensed psychologist or certified specialist in learning disabilities. All testing should be based on **adult level norms**.

Physical Disabilities: Students must provide documentation from a physician that specifies the nature of the disability or disabilities.

Psychiatric Disabilities: Students should provide documentation from a licensed professional qualified to diagnose and treat psychological disorders.

2. It is **no older than three years**. (Certain long-term medical and health conditions may not be subject to this element. ex: blindness). Park University will evaluate, but may reject, documentation over three years old. We reserve the right to request updated verification of disability and necessary accommodations.
3. It **includes a statement of diagnosis**.
4. It includes a description of the student's **current functioning** and/or the **current status** of the disability.
5. It describes how the disability **affects the student's learning/functioning** in a postsecondary **educational** setting.
6. It includes recommendations for appropriate **post-secondary accommodations**.
7. It is **dated and signed by the licensed professional** and presented on letterhead of the professional.
8. It should **include information regarding medication** the student may be using **and treatment** he/she may be undergoing. This also should include the medication or treatment's impact on the student's ability to function in an academic setting.

## Help Us Help You!

The Academic Support Center at Park University is pleased to serve our students with special needs. If you are seeking accommodations for a disability, here are the steps you should follow:

1. Fill in and submit the Request for Disability Services form.

This lets us know a little about you, your needs, and how we can serve you. You can find the form at [www.park.edu/terms-andregulations](http://www.park.edu/terms-andregulations). Print the blank form, fill it out, then mail, fax, or scan and email to:

Park University  
8700 River Park Drive  
Parkville, MO 64152  
Fax: (816) 505-5445  
Email: [disabilityservices@park.edu](mailto:disabilityservices@park.edu)

(If you have questions: call (816) 584-6313)

2. Carefully read our policies and documentation requirements shown above.
3. Submit your documentation.

You may need to contact your doctor, psychologist, school counselor, VA counselor, or other qualified medical/educational professional to send your information. Use the same contact information shown above. Your information will be handled appropriately to protect your confidentiality. **(Please note: your submission of the Request form begins the process, but no accommodations can be determined or provided until the documentation is received.)**

4. Become familiar with the information in this handbook, so you will know how and when your instructors are notified, how accommodations are arranged, and other important aspects of receiving your services.



## Documentation Review Process

Once your documentation is received, the Assistant Director of Academic Support Services will review it and determine appropriate accommodations. If your documentation does not satisfy the requirements above, you may be asked to submit updated or more complete information. Be sure to submit your documents in a timely manner to allow adequate time for the review process before the term begins.

When your request has been reviewed, you will receive notification of the approved accommodations. If you are a student on the Parkville campus, your accommodations will be handled by the Assistant Director of Academic Support Services. If you attend a different campus, your Campus Director will work with you on providing the accommodations. Online students will work with the Assistant Director of Academic Support Services, and may also work with a Park University campus center for proctoring.

**If you are not satisfied with the accommodations you have been granted, please contact Academic Support Services to discuss the situation. In some cases, we may be able to make adjustments. In others, additional documentation may be needed. For more information on filing a grievance, please see the details in the Handbook for Students with Disabilities at [www.park.edu/terms-and-regulations](http://www.park.edu/terms-and-regulations).**

DO NOT ask your instructor, campus director, regional director, or proctor to provide accommodations if you have not first submitted a Request for Disability Services form and documentation to the Assistant Director of Academic Support Services.

Please keep in touch with us to let us know how you are doing, and inform us immediately if you need additional assistance.

Your disability information is CONFIDENTIAL. We will inform the appropriate faculty or campus personnel of the accommodations you require, but we do not disclose the nature of your disability. In some cases, you may find that sharing this information with your instructors may help them understand you better, but that choice is up to you.

**Note:** Disability files are updated each year at the beginning of the spring and fall terms. If you are not enrolled for the current term, your file will be marked "inactive," and you will be notified by email. To reactivate your file and your accommodations, simply notify the Assistant Director of Academic Support Services by email when you enroll again.

## Service Animal Policies at Park University

### General Guidelines

*Bona fide* service animals may accompany students, employees, and visitors with disabilities to Park University events, activities, and locations with rare exceptions. Local, state, and federal laws regulate the use of service animals at Park.

### Definitions

- Service Animal: According to the Americans with Disabilities Act, a service animal is "any guide dog, signal dog, or other animal individually trained to do work or perform tasks for the benefit of an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals who are hearing impaired to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items. A service animal is not a pet."
- Partner/Handler: A person with a service animal.

## Requirements For All Service Animals and Their Partners

- **Vaccination:** The animal must be immunized against diseases common to that type of animal.
- **Health:** The animal must be in good health.
- **Under control of partner/handler:** The partner/handler must be in full control of the animal at all times.
- **Cleanup Rule:** The partner should encourage the animal to use marked service animal toileting areas when such areas are provided.
- **Documentation:** Before a service animal becomes a part of the campus community, partners are required to submit a written request to the Director of Academic Support Services and documentation from a certified professional that includes the diagnosis of a specific disability which verifies the need for a service animal. If approved, we will issue the partner a letter of verification that may be presented to faculty and staff. Additional documentation that verifies current vaccinations and immunizations of the service animal must accompany the initial request and be re-submitted annually.

## When an Animal Can Be Removed

Service animals may be removed or restricted on the campus for reasons of disruption, health, uncleanliness, and safety. For example, a partner/handler will be asked to remove the animal from the facility or event if the animal is ill and/or when the animal's behavior poses a direct threat to the health or safety of other persons and/or animals.

## Areas Off-limits to Service Animals

For safety and other reasons, all animals are restricted from certain areas, including laboratories, maintenance rooms/custodial closets, and areas where protective clothing is required.

**Note:** Requests for exceptions to this restriction must be submitted to the ADA Compliance Officer.

## Liability

The partner/handler of an animal at a Park University campus or event is personally responsible for any damage to property and/or harm to others caused by the animal while **on the campus or sponsored event**.

## Pregnancy and Chemistry Laboratory Safety

A pregnant woman working in a lab should exercise caution when handling or working with any chemicals. Women should notify their supervisor or instructor when they become pregnant so the potential hazards in the lab can be assessed and appropriate protective measures can be taken.

## Student Records and FERPA

Park University informs students of the Family Education Rights and Privacy Act of 1974 (FERPA). This act, with which the institution intends to fully comply, was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Education Rights and Privacy Act Officer concerning alleged failures by the institution to comply with the Act.

FERPA permits the University to limit the disclosure of directory information to specific parties, for specific purposes, or both. In the exercise of that authority, the University may release all directory information to members of the University family, defined as administrators, faculty, employees and directors. Other releases will

be limited to those situations in which the University, in its discretion, believes the release would recognize a student for academic or extracurricular achievement or otherwise advance the student's career interests or when the University believes the release would serve to advance the interests and image of the University.

Park University's local policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the policy may be found in the Office of the Registrar or as outlined here.

#### **1. Policy Intent**

1. The Park University student record policy is intended to conform with all state and federal statutes dealing with access to information held by an educational institution on present and former students.
2. The Park University student record policy is formulated to protect the privacy of the student information that is maintained and yet provide access to student records for those having a legitimate purpose to view such records. Regulations and procedures to ensure adequate protection of the student are provided in this policy.
3. "Records" refers to those files and their contents that are maintained by official units of the University. Generally, students have the right to review any official record that the University maintains on them. Access to records by others, without student permission, is limited to purposes of an educational nature. When access is permitted, documents will be examined only under conditions that will prevent unauthorized removal, alteration, or mutilation.

Information to which the student does not have access is limited to the following:

1. Confidential letters of recommendation placed in the student's files before January 1, 1975, and those letters for which students have signed a waiver of his/her right of access. Unless authorized by a University Administrator, access to student records, including access to all course materials, by faculty members is limited only to the faculty member actually teaching that course. Faculty members may not access course materials or other student records for courses they are not currently teaching without express authorization from a University administrator. Any unauthorized access to student records, including course materials, is a violation of this policy.
  2. Parent's confidential financial statements.
  3. Personal files and records of members of faculty or administrative personnel, "which are in sole possession of the maker thereof and which are not accessible or revealed to any person except a substitute".
  4. Records of the Office of Admissions concerning students admitted but not yet enrolled at the University. Medical/psychological records used in connection with treatment of the student. Such records are, however, reviewable by a physician or psychologist of the student's choice.
4. Only the following offices are authorized to release non-directory information: Registrar, Career Services, Counseling Services, Financial Aid, Vice President for Academic Affairs, Dean of Students, Vice President of Enrollment and Student Services, Provost, and President.

#### **2. Access to Student Records by the Student**

1. Students have the right to inspect their records (as defined by A3 above) and are entitled to an explanation of any information therein.
2. Documents submitted to the University by or for the student will not be returned to the student. Academic records received from other institutions will not be sent to third parties external to the University. Records should be requested by the student from the originating institution.
3. Official records and transcripts of the University (signature and/or seal affixed) are mailed directly to other institutions or agencies the student requests. When circumstances warrant, official records may be given directly to the student at the discretion of the proper University official. In such cases, the record will be clearly marked to indicate issuance to the student.
4. Should a student believe his/her record is incorrect, a written request should be submitted to the appropriate University official indicating the correct information that should be entered. The official will respond within a reasonable period concerning his/her action. Should the student not be satisfied, a hearing may be requested by the Registrar.

### 3. Access to Student Records by Others

1. Disclosure of general directory information: Certain information may be released by the University without prior consent of the student if considered appropriate by designated officials. Such information is limited to the following:
  - Student's name, address, email address, telephone number (permanent and local)
  - Date and place of birth
  - Dates of attendance at the University, major fields of study, current classification, degrees, honors, and awards
  - Heights and weights of members of athletic teams
  - Participation in officially recognized activities
  - Full or part-time status
  - Photograph
2. Directory information will not be released for commercial purposes by administrative offices of the University under any circumstances. Students may request that directory information not be released by written request to the Office of the Registrar. All other student information will be released only upon written request of the student, excepting those instances cited below.
3. Disclosure to members of the University community:
  1. Access to student records for administrative reasons for faculty, administrative staff, and other pertinent employees is permissible provided that such persons are properly identified and can demonstrate a legitimate interest in the materials.
  2. Access for the purpose of research by faculty and administrative staff is permissible when authorized by the department chair, Associate Dean, Associate Vice President Student Affairs, Provost, or President.
  3. Information requested by student organizations of any kind will be provided only when authorized by the Dean of Students, Provost, or President.
2. Disclosure to organizations providing financial support to a student: it is the University's policy to release the academic transcript to such organizations only upon the student's written request or authorization. Otherwise, the academic transcript will be sent only to the student, a policy consistent with the University's interpretation of FERPA, popularly known as the "Buckley Amendment."
3. Disclosure to other educational agencies and organizations: information may be released to another institution of learning, research organization, or accrediting body for legitimate educational reasons provided that any data shall be protected in a manner that will not permit the personal identification of the student by a third party.
4. Local, state, and federal government agencies: government agencies are permitted access to student records only when auditing, enforcing, and/or evaluating sponsored programs. In such instances, such data may not be given to a third party and will be destroyed when no longer needed for audit, enforcement, and/or evaluative purposes.

Questions concerning the Family Education Rights and Privacy Act may be referred to the Office of the University Registrar at registrar@park.edu.

## Park University Student Harassment Policy

Park University strives to provide educational, working, cocurricular, social, and living environments for all students, staff, faculty, trustees, contract workers, and guests that are free from Harassment on the basis of age, color, disability, gender, gender identity, national or ethnic origin, race, religion, sexual orientation, or veteran status. The University has deemed this to be unacceptable behavior which will not be tolerated. A person who believes that he or she has been subjected to harassment, or any person who has knowledge of harassment of a person associated with Park University, is encouraged to confer promptly with the Dean of Students. Please call Student Success at (816) 584-6377, or during nonbusiness hours - call Campus Safety at (816) 584-6444, who will assist in contacting the Dean of Students. If you prefer to use an online form, you are welcome to report any sort of harassment using the Park University Sexual Harassment Report Form at [www.park.edu/student-life](http://www.park.edu/student-life). To

review the full non-discrimination policy, and see steps on reporting harassment, please check the Park website at: [www.park.edu/student-life](http://www.park.edu/student-life).

## **Prevention of Sexual Harassment and Sexual Violence: Title IX Policy**

Title IX specifically prohibits discrimination and harassment on the basis of sex. Park University will not tolerate sex discrimination or harassment of applicants, students, or employees, whether by students, faculty, staff, administrators, contractors, or outside vendors. Park University recognizes not only its legal responsibilities but also its moral and ethical responsibilities to prohibit discrimination and harassment on the basis of sex and to take appropriate and timely action to ensure an environment free of such inappropriate conduct and behavior. Additionally, Park University will not tolerate retaliation in any form against an applicant, student, or employee for reporting a violation of this policy or assisting in the investigation of a complaint.

To see the complete Title IX Policy for Park University, go to [www.park.edu/student-life](http://www.park.edu/student-life). To file a Sexual Harassment, Title IX Complaint, complete the online form available through the Park University website at [www.park.edu/student-life](http://www.park.edu/student-life). If you wish to speak with Park's Title IX Coordinator, contact Mr. Roger Dusing, Associate Vice President for Human Resources at [Roger.Dusing@park.edu](mailto:Roger.Dusing@park.edu), or call him at (816) 584-6386. Outside office hours, or if not accessible at the number and email listed, contact the Title IX Coordinator or Deputy Coordinators through the Campus Safety Dispatcher at (816) 584-6444.

## **Student Employee Relationships**

Park University Employees are prohibited from developing a romantic or sexual relationship with a Park University student. Employees are deemed to be primarily responsible for adherence to this policy, although both employee and student will be held accountable. Even among students - consensual romantic or sexual relationships in which one party maintains a direct supervisory or evaluative role over the other party are discouraged.

## **Procedures Regarding Harassment Complaints**

Concerns about harassment and/or possible violations of Park's Non-Discrimination Policy should be directed to the Dean of Students at [jayme.uden@park.edu](mailto:jayme.uden@park.edu) or (816) 584-6595.

## **Student Conduct**

As a student at Park University, you should be aware of the rights you have as a student and of the responsibilities associated with being a Park student. These policies apply to ALL Park University students, regardless of whether the student is taking classes online, at a Campus Center, or on the Parkville campus – all delivery modes and all locations, both undergraduate and graduate students. The Student Code of Conduct is based on respect for self and others, and was developed to challenge students to embrace high ethical standards, and interact with other students, faculty, and staff with integrity.

## **Core Values of Park University:**

We expect ACCOUNTABILITY for our actions at all levels, to each other and to Park University.

We treat all with CIVILITY and RESPECT while being open and honest in our communication.

We seek EXCELLENCE in all we do, with passionate learning as our highest priority.

We celebrate GLOBAL CITIZENSHIP through our connected learning and working environment, liberal arts education and community stewardship.

We embrace INCLUSIVITY that fosters diversity, teamwork and collaboration.

We act with INTEGRITY through honesty, efficiency and reliability.

As a student, you have the right to an opportunity to learn in an environment that is free from discrimination based on race, color, creed, religion, gender, marital status, sexual orientation, national origin, age, disability, or veteran status. It is the responsibility of all members of the Park University community – students, faculty, and staff – to create and maintain an environment where all persons are treated with respect, dignity, and fairness. Students have responsibility for assuming the consequences of their actions.

Students are expected to accept their obligations to the entire Park community to honor and respect the value and integrity of each person and to conduct themselves accordingly. In addition, students are responsible for making themselves aware of Park University policies and procedures, all of which are outlined in the Catalog and on the Park University website.

The mission of Park University is to transform lives through accessible, studentcentered, quality higher education. In order to maintain an environment where this mission can be achieved effectively and equitably, Park University promotes civility, respect, and integrity among all members of the community. Choosing to be a member of the Park University community obligates each member to follow these standards and ensures that a community of civility is maintained. In that light, the Student Code of Conduct will follow established processes for insuring fundamental fairness and an educational experience that facilitates the development of the individual and/or group.

## Student Conduct Code

The primary intent of this Code is to set forth community standards necessary to maintain and protect an environment conducive to learning. Park University standards reflect higher expectations of behavior than may be prevalent outside the University community.

A suspicion of wrongdoing, based on probable cause, must exist before a student shall be subject to disciplinary review. Throughout the judicial procedures, staff will ensure that students receive adequate due process and make sure that their rights are protected.

1. **Acts of Dishonesty.** Acts of dishonesty, including but not limited to the following:
  1. **Academic Dishonesty.** Cheating, plagiarism, or other forms of academic dishonesty. Please note that Academic Honesty is a policy that is also enforced by the faculty member of the course. A detailed description is included under "Academic Honesty" in the Catalog and on the Park website.
  2. **False Information.** Furnishing false information to any University Official.
  3. **Forgery.** Forgery, alteration, or misuse of any Park University document, record, or instrument of identification.
2. **Sexual Misconduct.** Includes sexual harassment, sexual violence, stalking, and domestic/dating violence as defined by the Park University Title IX policy.
3. **Retaliation.** Any behavior, direct or indirect, perceived as an attempt to harass, intimidate, or improperly influence any individual associated with the student conduct process or any other University grievance or complaint process.
4. **Threatening, Abusive, or Harassing Behavior.** Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct which threatens or endangers the physical health, mental health, or safety of any person. This includes bullying and cyberbullying behaviors that are not protected by freedom of expression.

5. **Disruption.** Causing or attempting to cause disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other University activities, including its public service functions.
6. **Theft.** Attempted or actual theft of property belonging to Park University or a member of the Park University community, or other personal or public property.
7. **Damage and Destruction.** Attempted or actual damage to property of Park University or a member of the Park University community, including vandalism.
8. **Lewd or Disorderly Conduct.** Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at University-sponsored activities.
9. **Hazing.** Any behavior which constitutes hazing, whether such behavior occurs on University Premises at University Activities or off campus.
10. **Failure to Comply.** Failure to comply with directions of University Officials or law enforcement officers acting in performance of their duties including failure to identify oneself to these persons when requested to do so.
11. **Unauthorized Entry.** Unauthorized possession, duplication or use of keys to any University Premises or unauthorized entry to or use of University Premises.
12. **Unauthorized Activities.** Any activity that occurs on or off University Premises that could adversely affect the health, safety or security of a member of the Park University community.
13. **Controlled Substances.** Use, possession, manufacturing, or distribution of Controlled Substances except as expressly permitted by law. Students with confirmed possession or use of controlled substances on University Premises or during any University Activity with no right to legally use such controlled substances may face immediate dismissal. (See Drugs and Alcohol Use policy.)
14. **Alcohol.** Use, possession, manufacturing, or distribution of alcoholic beverages, or public intoxication on University Premises or during any University Activity. (See Drugs and Alcohol Use policy.)
15. **Firearms/Weapons.** All of the University Community are strictly prohibited from possessing, manufacturing, transferring, selling, storing, or using any Weapons on University Property and University Facilities and in vehicles, including inside of company-owned or personal vehicles, regardless of whether one possesses a valid Concealed Carry permit.
16. **Unauthorized Use of Electronics.** Any unauthorized use of electronic or other devices to make an audio or video record of any person while on Park University Premises or while conducting University business, without his/her prior knowledge, or without consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom, or using consensual photographs, videos, or audio in a manner not agreed to by all parties. (See Information Technology Acceptable Use Policy.)
17. **Computer Theft and Abuse.** Theft or other abuse of computer facilities and resources, including file-sharing and intellectual property. (See Information Technology Acceptable Use Policy.)
18. **Abuse of Student Conduct System.** Abuse of the Student Conduct System, including failure to comply with the sanction(s) imposed under the Student Code.
19. **Residential Life Policy.** Violation of any published Resident Life and Education policies found at <http://www.park.edu/residence-life-and-education>.
20. **Policy Violation.** Violation of any other published University policies or rules which appear in full in the Park University Catalog, and/or Park University website.
21. **Local, State and Federal Agencies.** Park University will cooperate with local, state and federal criminal agencies, and may initiate criminal investigations into the conduct of Park University Students when deemed appropriate.

## Interpretation and Revision

1. Any question of interpretation or application of the Student Code shall be referred to the Dean of Students or his or her designee for final determination.
2. The Student Code shall be reviewed every three (3) years under the direction of the Dean of Students.

## Documenting Potential Violations of the Student Code

Any member of the Park University community may file an incident report regarding potential violations of the Student Code of Conduct. Any incident report should be submitted as soon as possible after the event takes place, preferably within one (1) week of the incident. A form for this purpose is available at [www.park.edu/about-park/student-conduct-code](http://www.park.edu/about-park/student-conduct-code).

## Sanctions

The following sanctions may be imposed upon any student found to have violated the Student Code:

1. **Warning** – A notice in writing to the student that the student is violating or has violated institutional regulations.
2. **Probation** – A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
3. **Loss of Privileges** – Denial of specified privileges for a designated period of time. These specified privileges could include but are not limited to inclusion on Dean's List, access to University Facilities, and/or participation in University Programs.
4. **Fines** – Previously established and published fines may be imposed.
5. **Restitution** – Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
6. **Assessment** – Student may be required to complete an alcohol or drug assessment (at his/ her own expense).
7. **Discretionary Sanctions** – Work assignments, essays, service to the University, or other related discretionary assignments.
8. **Interim Suspension** – Interim Suspension from the residence halls and/or other campus facilities or programs may be imposed to ensure the safety and well-being of members of the University community, to ensure the student's own physical or emotional safety and well-being, or if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University. The Interim Suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Student Conduct Board Hearing, if required.
9. **Residence Hall Suspension** – Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
10. **Residence Hall Expulsion** – Permanent separation of the student from the residence halls.
11. **University Suspension** – Separation of the student from Park University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
12. **University Expulsion** – Permanent separation of the student from Park University.
13. **Revocation of Admission and/or Degree** – Admission to or a degree awarded from Park University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
14. **Withholding Degree** – Park University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.

## Appeals

1. A decision reached or sanction imposed by the Student Conduct Officer that is academic in nature may be appealed by the Accused Student(s) or Complainant(s) to the Provost within five (5) school days of the decision. Such appeals shall be in writing and shall be delivered to the Provost or designee.
2. A decision reached or sanction imposed by the Student Conduct Officer that is not academic in nature may be appealed by the Accused Student(s) or Complainant(s) to the Dean of Students within five (5)



school days of the decision. Such appeals shall be in writing and shall be delivered to the Dean of Students or designee.

3. Except as required to explain the basis of new information, an appeal shall be limited to a review of the record of the Student Conduct Hearing and supporting documents for one or more of the following purposes:
  - To determine whether the Student Conduct Hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Accused Student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will NOT be a basis for sustaining an appeal unless significant prejudice results.
  - To determine whether the decision reached regarding the Accused Student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code occurred.
  - To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.
  - To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Board Hearing.
4. If an appeal is not upheld, the matter shall be considered final and binding upon all involved. If an appeal is upheld by the Provost or Dean of Students, the appeal officer may take any of the following actions:
  1. Affirm the charge;
  2. Impose greater or lesser sanctions; or
  3. Order a new Student Conduct Hearing

The actions of the appeal officer will be communicated to the student in writing and shall be considered final and binding.

Additional details on the appeals process and the student conduct issues is available on the Park website at: [www.park.edu/studentconduct-code](http://www.park.edu/studentconduct-code).

## **Administrative Appeals**

Complete information about the appeals processes and procedures for each area are contained within that section. The following is a list of Administrative Appeals steps.

### **Financial Aid**

1. Director of Student Financial Services
2. Financial Aid Appeals Committee

### **Housing**

1. Director of Residence Life
2. Dean of Students

### **Student Employment**

1. Coordinator/Student Employment
2. Director of Student Financial Services
3. Financial Aid Appeals Committee

## Finances/Accounting

1. Controller
2. Vice President for Finance and Administration

## Grades (Park KC Area Programs and Park Campus Centers and Online Learning)

1. Faculty
2. Department Chair/Campus Center Director
3. Associate Dean/Dean

## Admissions (Parkville 16-week Campus)

1. Admissions Advisory Committee
2. Provost or Designee

## Complaints / Grievances Policy

Park University has a variety of complaints/grievances procedures related to **harassment, disciplinary actions, financial aid appeals, and** traffic violation appeals. Students should use these processes when appropriate, contacting the Student Success Center for guidelines, procedures, etc. Students who use these procedures will not be permitted to use the following procedures on the same incident or issue. However, students may choose instead to use this procedure in which the treatment rather than the outcome is being challenged.

It is the policy of Park University to provide equal opportunity for all enrolled students without discrimination on the basis of race, color, religion, gender, marital status, sexual orientation, national origin, age, disability, or veteran status. Students who feel that they have been discriminated against should file a student complaint with Student Life: [www.park.edu/student-life](http://www.park.edu/student-life)

Park University has developed the following procedures for assuring that the student has the opportunity to have his/her concerns addressed.

Higher-education institutions delivering courses by distance education are required to provide the contact information for official entities or agencies within each state designated to handle complaint resolution. States are required by the US Department of Education (34 CFR 668.43(b)) to have a complaint process available to any enrolled or prospective student. Students enrolled in online and distance courses, as well as on-campus courses, should attempt to resolve complaints by following the Grievance Procedure(s) as outlined in the University's Catalogs (available here: <https://www.park.edu/academics/undergraduate-catalog/>). If students wish to file a complaint about the University with its accreditor regarding issues of institutional quality, students may do so by following the instructions on the Higher Learning Commission website (information available here: <https://www.hlcommission.org/Student-Resources/complaints.html>). For distance education students ONLY who have exhausted all processes described above, please email the Missouri Department of Higher Education at [Amy.Werner@dhe.mo.gov](mailto:Amy.Werner@dhe.mo.gov) or (573) 522-1377.

## Complaint

A complaint is an informal claim of discriminatory treatment. The complaint form is available on the Park University website at [www.park.edu](http://www.park.edu).

## Grievance

A grievance is the written allegation of discrimination that is related to:

- Treatment while enrolled in an educational program
- Employment as a student on campus or in campus-based programs
- Financial aid awards
- Participation in clubs and/or organizations
- Other matters relating to campus life or student life.

*\*Please note: If the grievance is related to a Student Harassment Policy or Title IX Policy situation, please refer the matter immediately to the Dean of Students, who serves as the Title IX Deputy Coordinator. More information on these policies is available on the Park website at [www.park.edu/student-life](http://www.park.edu/student-life). Students will not be subjected to adverse actions by any school officials as a result of initiating a complaint.*

All students with complaints should follow the outlined grievance procedures. If the complaint is not resolved at the institutional level, students may send the complaint, in writing, to the appropriate state higher education board. For contact information, refer to the State Approvals section in the catalog.

To contact and/or submit a grievance to your state higher education board, please see the contact information on pages 8-12 of the catalog under STATE APPROVALS.

## Procedures

1. Students wishing to make an informal complaint or file a grievance should contact their Student Success Advisor or Campus Center Director for the correct procedures to be followed, or complete the online Concern/Complaint Form, available at: <https://my.park.edu/ICS/Student/ConcernComplaint/>. Record-keeping will be the responsibility of the appropriate Student Success Advisor or Campus Center Director.
2. In the case of complaints, the Dean of Students (or the designee) will either:
  1. direct the complainant to the supervisor of the area where the alleged incident occurred or
  2. contact the supervisor on the student's behalf.
3. Students filing a grievance will be instructed to send a written statement which documents the alleged discrimination to the Dean of Students and to the immediate supervisor of the area where the alleged incident occurred. A written response from the supervisor will be made within ten working days.
4. If after reviewing the written response the student wishes to pursue the matter further, copies of the entire file are to be forwarded to Park University's Human Resources Officer. This officer will be free to interview those directly involved, and will be free to contact any who have information, in order to resolve the matter. The student's right to appeal stops with the Human Resources Officer. The goal of this procedure is to prevent reoccurrence. However, in instances where an individual is found responsible for serious discriminatory action, the Human Resources Officer will consult with the President regarding sanctions.
5. The President may choose to impose a variety of sanctions, including verbal warnings or letters of reprimand or dismissal from employment or enrollment at Park University.

Please refer to the Academic Regulations and Policies section for material specifically relating to academic grievances and grade appeals.

## Academic Grievances and Grade Appeals

Refer to Academic Regulations and Policies, Academic Complaint Grievance and Grade Appeal Policy.

## Identification Cards

The Park University photo identification (ID) card should be carried at all times for use at the Park University library, campus athletic events, the Office of the Registrar, the Cashier's Office, and other offices where identification may be needed. There is a replacement fee (payable at the Enrollment Services) if the ID card is lost or stolen.

Photo ID pictures for Kansas City area students will be taken in Campus Safety, on the first floor of Thompson. Students and faculty attending the Downtown campus must have an ID parking pass which is issued by the Downtown Kansas City Campus at 911 Main. IDs may be secured by presenting a Student Data Sheet (SDS) stamped by the cashier certifying that fees are paid. Contact Campus Safety at (816) 584-6444 for further information or for questions.

ID cards for all other campus centers can be obtained from the Campus Center Director. These cards may be used by students, faculty and staff, and may be required by the local facility as part of the information needed to gain entry onto the installation. The ID may be obtained only after tuition and fees have been paid for the term. An expiration date will be noted on the ID.

## Tobacco Use Policy

Please note that as of July 1, 2015, the Parkville Campus of Park University is entirely smoke-free. The Downtown Kansas City, Missouri; Independence, Missouri; and Austin, Texas campuses are also smoke-free as of July 1, 2015. The use of tobacco (smoking, smokeless, and electronic cigarettes) is prohibited on property and in vehicles located on property. Violators will be fined and/or removed from campus property.

## General Procedures for Reporting a Crime or Emergency

Faculty, staff, students and guests are strongly encouraged to report all crimes and emergencies to the Department of Campus Safety. The Department of Campus Safety is staffed 24 hours a day, 365 days a year, and can be reached at (816) 584-6444. Campus Safety dispatchers will take your call and dispatch an officer, and if necessary call the police, fire department or EMS agency to assist in you emergency.

If you are on a campus other than the Parkville Campus, please report your crime or emergency to the Campus Center Director or the appropriate law enforcement agency.

Crimes should be reported to the Department of Campus Safety so that the statistics can be reported to the U.S. Department of Education in compliance with the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act). A copy of this report, along with more information on the Jeanne Clery Act, Emergency Procedures, Timely Warnings, and Campus Alerts is available online at: [www.park.edu/campus-safety](http://www.park.edu/campus-safety). For a printed copy of the report, please contact the Department of Campus Safety at (816) 584-6444.

## Drug and Alcohol Policy

Park University recognizes that misuse of alcohol and other drugs and the unlawful possession, use or distribution of illicit drugs and alcohol pose major health problems, are potential safety and security problems, can adversely affect academic and job performance, and can generally inhibit the educational development of students. Park University is committed to the standards outlined by the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989. As a result of this commitment, Park University has established regulations forbidding the unlawful manufacture, distribution, dispensing, possession or use of illegal or illicit drugs and alcohol on Park University premises or property or as part of any

Park University activity planned for or by students. These regulations shall assure that Park University is in compliance with all applicable federal, state, and local statutes, regulations, and ordinances. Please see the full Park University Alcohol and Drug policy at: [www.park.edu/campus-safety/drug-and-alcohol-use-policy.html](http://www.park.edu/campus-safety/drug-and-alcohol-use-policy.html). The policy includes information about being a Drug-Free School, the impact of illegal drug use on student financial aid eligibility, applicable disciplinary sanctions from the University, legal sanctions, health risks, plus prevention, counseling, treatment, and rehabilitation information and resources.

## **Prevention of Sexual Harassment and Sexual Violence: Title IX Policy for Park University**

Title IX specifically prohibits discrimination and harassment on the basis of sex. Park University will not tolerate sex discrimination or harassment of applicants, students, or employees, whether by students, faculty, staff, administrators, contractors, or outside vendors. Park University recognizes not only its legal responsibilities but also its moral and ethical responsibilities to prohibit discrimination and harassment on the basis of sex and to take appropriate and timely action to ensure an environment free of such inappropriate conduct and behavior. Additionally, Park University will not tolerate retaliation in any form against an applicant, student, or employee for reporting a violation of this policy or assisting in the investigation of a complaint.

To see the complete Title IX Policy for Park University, go to [www.park.edu/\\_files/sexual-harrassment-policy/Sexual-Harassment-Policy.pdf](http://www.park.edu/_files/sexual-harrassment-policy/Sexual-Harassment-Policy.pdf). To file a Sexual Harassment, Title IX Complaint, complete the online form available through the Park University website at <https://secure.jotformpro.com/parkconcernform/sexualharassment>.

## **Sexual Offender Registration**

The Campus Sex Crimes Prevention Act (CSPA) of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at or employed by, institutions of higher education. The CSPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies (in Missouri it is the Missouri State Highway Patrol) to provide Park University with a list of registered sex offenders who have indicated that they are either enrolled, employed or carrying on a vocation at Park University.

Park University is required to inform the community that a registration list of sex offenders will be maintained and available at the Park University Department of Campus Safety office located on the 1st floor of Thompson Center on the Parkville Campus. For other campuses a list will be maintained by the Campus Center Director. Sex offender information is also available online. For information on sex offenders living in or near Parkville, please visit the Missouri State Patrol website at [www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html](http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html). You may also view data on the Platte County Sheriff's Department website at [www.plattesherriff.org/registered-offenders](http://www.plattesherriff.org/registered-offenders).

## **Computers, the Internet, Email, Voice Mail and Fax Machines Use**

The Park University Information Technology Network, and the University Telephone System ("University Systems") exist to enable the University to carry out its educational mission. While the University does not completely prohibit personal use of the University Systems during personal time, the University limits such use and reserves the right to prohibit personal use on a case-by-case basis. The University has no liability to persons who use the University Systems and no liability for any loss of or damage to personal information while in the University Systems.

The University Information Technology Policies and Procedures Manual describes in detail the policies and procedures that govern the use of the University Information Technology Network and all users of the University Information Technology Network are charged with knowledge of those policies. Copies of this Manual are available in the Academic Affairs Office. The Student Conduct Code, the Faculty Manual, and the Employee Policy Manual may also be applicable to user violations of University policies.

The University has the right to monitor all use, personal and otherwise, of all University Systems including the University Information Technology Network and is legally entitled to review, retain, use or release copies of any incoming or outgoing information. Persons who use the University Systems have no right to privacy when using those Systems and users should always assume that any voice, data, or written material on the University Systems is totally accessible to University officials.

By utilizing the University Systems, the user agrees not to violate any University policies or any applicable federal, state, and local laws, ordinances and regulations including those that prohibit libel, copyright violations, the use of obscenities, intimidation, harassment, or discrimination, and agrees to indemnify and hold the University harmless from and against all claims, damages, costs and/or expenses, sustained by the University, including reasonable attorneys fees, arising out of the user's violation of any University policies and all improper, illegal or otherwise actionable use of the University Systems. Users of the University Systems may also be subject to criminal prosecution and/or civil suits in which the University seeks damages and/or other legal and/or equitable remedies.

The University will respond to and investigate any complaint of a violation of University policies. Usually the University will first attempt to deal with misuse of the University Systems in an educative manner. However, the University retains the right to restrict student use of the University Systems as well as the right to discipline, suspend or expel a student and discipline or terminate an employee who misuses those Systems.

All users of the University Systems have an obligation to comply with all University policies, make reasonable efforts to avoid introduction of computer viruses, and to report suspected violations of this policy to a University vice president.

## **Tuition/Readmission and Refund Policies**

### **Military and Veteran Students' Tuition Rates**

Your Admissions Representative or Success Coach will happily work through all available options with you to be sure you get the proper tuition rate. All locations and modalities i.e., online and face-to-face courses have the same tuition rates. Special rates apply to military status and to qualify you'll need to present one of the following when registering for courses:

- Active Duty service members, Dependents of Active Duty service members, and those currently serving in the National Guard or Army Reserves must present a copy of a current Leave and Earnings Statement or Current Orders of the active service member to qualify.
- Veterans of the Armed Forces must present a copy of the DD214 to qualify for the Veteran tuition rate.
- Veteran Dependents must present a copy of their GI Bill® Certificate of Eligibility to qualify for the Veteran Dependent tuition rate.

To find out who your Success Coach is email us at [advising@park.edu](mailto:advising@park.edu).

To find your Admissions representative email us at [onlineadmissions@park.edu](mailto:onlineadmissions@park.edu).

Following your registration, your Admissions Representative or Success Coach will confirm your status. Your tuition rate status will also appear on your Student Data Sheet (your bill) labeled and in the amount per the category that fits your status best.

## **(§668.18) Readmission Requirements for Service members**

(a) *General.* (1) An institution may not deny readmission to a person who is a member of, applies to be a member of, performs, has performed, applies to perform, or has an obligation to perform, service in the uniformed services on the basis of that membership, application for membership, performance of service, application for service, or obligation to perform service.

(2)(i) An institution must promptly readmit to the institution a person described in paragraph (a)(1) of this section with the same academic status as the student had when the student last attended the institution or was last admitted to the institution, but did not begin attendance because of that membership, application for membership, performance of service, application for service, or obligation to perform service.

(ii) "Promptly readmit" means that the institution must readmit the student into the next class or classes in the student's program beginning after the student provides notice of his or her intent to reenroll, unless the student requests a later date of readmission or unusual circumstances require the institution to admit the student at a later date.

(iii) To readmit a person with the "same academic status" means that the institution admits the student—

(A) To the same program to which he or she was last admitted by the institution or, if that exact program is no longer offered, the program that is most similar to that program, unless the student requests or agrees to admission to a different program;

(B) At the same enrollment status that the student last held at the institution, unless the student requests or agrees to admission at a different enrollment status;

(C) With the same number of credit hours or clock hours completed previously by the student, unless the student is readmitted to a different program to which the completed credit hours or clock hours are not transferable;

(D) With the same academic standing (e.g., with the same satisfactory academic progress status) the student previously had; and

(E)(1) If the student is readmitted to the same program, for the first academic year in which the student returns, assessing—

(i) The tuition and fee charges that the student was or would have been assessed for the academic year during which the student left the institution; or

(ii) Up to the amount of tuition and fee charges that other students in the program are assessed for that academic year, if veterans' education benefits, as defined in section 480(c) of the HEA, or other servicemember education benefits, will pay the amount in excess of the tuition and fee charges assessed for the academic year in which the student left the institution; or

(2) If the student is admitted to a different program, and for subsequent academic years for a student admitted to the same program, assessing no more than the tuition and fee charges that other students in the program are assessed for that academic year.

(iv)(A) If the institution determines that the student is not prepared to resume the program with the same academic status at the point where the student left off, or will not be able to complete the program, the institution must make reasonable efforts at no extra cost to the student to help the student become prepared or to enable the student to complete the program including, but not limited to, providing refresher courses at no extra cost to the student and allowing the student to retake a pretest at no extra cost to the student.

(B) The institution is not required to readmit the student on his or her return if—

(1) After reasonable efforts by the institution, the institution determines that the student is not prepared to resume the program at the point where he or she left off;

(2) After reasonable efforts by the institution, the institution determines that the student is unable to complete the program; or

(3) The institution determines that there are no reasonable efforts the institution can take to prepare the student to resume the program at the point where he or she left off or to enable the student to complete the program.

(C)(1) "Reasonable efforts" means actions that do not place an undue hardship on the institution.

(2) "Undue hardship" means an action requiring significant difficulty or expense when considered in light of the overall financial resources of the institution and the impact otherwise of such action on the operation of the institution.

(D) The institution carries the burden to prove by a preponderance of the evidence that the student is not prepared to resume the program with the same academic status at the point where the student left off, or that the student will not be able to complete the program.

(3) This section applies to an institution that has continued in operation since the student ceased attending or was last admitted to the institution but did not begin attendance, notwithstanding any changes of ownership of the institution since the student ceased attendance.

(4) The requirements of this section supersede any State law (including any local law or ordinance), contract, agreement, policy, plan, practice, or other matter that reduces, limits, or eliminates in any manner any right or benefit provided by this section for the period of enrollment during which the student resumes attendance, and continuing so long as the institution is unable to comply with such requirements through other means.

(b) *Service in the uniformed services.* For purposes of this section, service in the uniformed services means service, whether voluntary or involuntary, in the Armed Forces, including service by a member of the National Guard or Reserve, on active duty, active duty for training, or full-time National Guard duty under Federal authority, for a period of more than 30 consecutive days under a call or order to active duty of more than 30 consecutive days.

(c) *Readmission procedures.* (1) Any student whose absence from an institution is necessitated by reason of service in the uniformed services shall be entitled to readmission to the institution if—

(i) Except as provided in paragraph (d) of this section, the student (or an appropriate officer of the Armed Forces or official of the Department of Defense) gives advance oral or written notice of such service to an office designated by the institution, and provides such notice as far in advance as is reasonable under the circumstances;

(ii) The cumulative length of the absence and of all previous absences from that institution by reason of service in the uniformed services, including only the time the student spends actually performing service in the uniformed services, does not exceed five years; and

(iii) Except as provided in paragraph (f) of this section, the student gives oral or written notice of his or her intent to return to an office designated by the institution—

(A) For a student who completes a period of service in the uniformed services, not later than three years after the completion of the period of service; or

(B) For a student who is hospitalized for or convalescing from an illness or injury incurred in or aggravated during the performance of service in the uniformed services, not later than two years after the end of the period that is necessary for recovery from such illness or injury.

(2)(i) An institution must designate one or more offices at the institution that a student may contact to provide notification of service required by paragraph (c)(1)(i) of this section and notification of intent to return required by paragraph (c)(1)(iii) of this section.

(ii) An institution may not require that the notice provided by the student under paragraph (c)

(1)(i) or (c)(1)(iii) of this section follow any particular format.

(iii) The notice provided by the student under paragraph (c)(1)(i) of this section—

(A) May not be subject to any rule for timeliness; timeliness must be determined by the facts in any particular case; and

(B) Does not need to indicate whether the student intends to return to the institution.

(iv) For purposes of paragraph (c)(1)(i) of this section, an "appropriate officer" is a commissioned, warrant, or noncommissioned officer authorized to give such notice by the military service concerned.

(d) *Exceptions to advance notice.* (1) No notice is required under paragraph (c)(1)(i) of this section if the giving of such notice is precluded by military necessity, such as—

(i) A mission, operation, exercise, or requirement that is classified; or

(ii) A pending or ongoing mission, operation, exercise, or requirement that may be compromised or otherwise adversely affected by public knowledge.

(2) Any student (or an appropriate officer of the Armed Forces or official of the Department of Defense) who did not give advance written or oral notice of service to the appropriate official at the institution in accordance with paragraph (c)(1) of this section may meet the notice requirement by submitting, at the time the student seeks readmission, an attestation to the institution that the student performed service in the uniformed services that necessitated the student's absence from the institution.

(e) *Cumulative length of absence.* For purposes of paragraph (c)(1)(ii) of this section, a student's cumulative length of absence from an institution does not include any service—

(1) That is required, beyond five years, to complete an initial period of obligated service;

(2) During which the student was unable to obtain orders releasing the student from a period of service in the uniformed services before the expiration of the five-year period and such inability was through no fault of the student; or



- (3) Performed by a member of the Armed Forces (including the National Guard and Reserves) who is—
- (i) Ordered to or retained on active duty under—
    - (A) 10 U.S.C. 688 (involuntary active duty by a military retiree);
    - (B) 10 U.S.C. 12301(a) (involuntary active duty in wartime);
    - (C) 10 U.S.C. 12301(g) (retention on active duty while in captive status);
    - (D) 10 U.S.C. 12302 (involuntary active duty during a national emergency for up to 24 months);
    - (E) 10 U.S.C. 12304 (involuntary active duty for an operational mission for up to 270 days);
    - (F) 10 U.S.C. 12305 (involuntary retention on active duty of a critical person during time of crisis or other specific conditions);
    - (G) 14 U.S.C. 331 (involuntary active duty by retired Coast Guard officer);
    - (H) 14 U.S.C. 332 (voluntary active duty by retired Coast Guard officer);
    - (I) 14 U.S.C. 359 (involuntary active duty by retired Coast Guard enlisted member);
    - (J) 14 U.S.C. 360 (voluntary active duty by retired Coast Guard enlisted member);
    - (K) 14 U.S.C. 367 (involuntary retention of Coast Guard enlisted member on active duty); or
    - (L) 14 U.S.C. 712 (involuntary active duty by Coast Guard Reserve member for natural or man-made disasters);
  - (ii) Ordered to or retained on active duty (other than for training) under any provision of law because of a war or national emergency declared by the President or the Congress, as determined by the Secretary concerned;
  - (iii) Ordered to active duty (other than for training) in support, as determined by the Secretary concerned, of an operational mission for which personnel have been ordered to active duty under section 12304 of title 10, United States Code;
  - (iv) Ordered to active duty in support, as determined by the Secretary concerned, of a critical mission or requirement of the Armed Forces (including the National Guard or Reserve); or
  - (v) Called into Federal service as a member of the National Guard under chapter 15 of title 10, United States Code, or section 12406 of title 10, United States Code (i.e., called to respond to an invasion, danger of invasion, rebellion, danger of rebellion, insurrection, or the inability of the President with regular forces to execute the laws of the United States).
- (f) *Notification of intent to reenroll.* A student who fails to apply for readmission within the periods described in paragraph (c)(1)(iii) of this section does not automatically forfeit eligibility for readmission to the institution, but is subject to the institution's established leave of absence policy and general practices.
- (g) *Documentation.* (1) A student who submits an application for readmission to an institution under paragraph (c)(1)(iii) of this section shall provide to the institution documentation to establish that—
- (i) The student has not exceeded the service limitation in paragraph (c)(1)(ii) of this section; and
  - (ii) The student's eligibility for readmission has not been terminated due to an exception in paragraph (h) of this section.
- (2)(i) Documents that satisfy the requirements of paragraph (g)(1) of this section include, but are not limited to, the following:
- (A) DD (Department of Defense) 214 Certificate of Release or Discharge from Active Duty.
  - (B) Copy of duty orders prepared by the facility where the orders were fulfilled carrying an endorsement indicating completion of the described service.
  - (C) Letter from the commanding officer of a Personnel Support Activity or someone of comparable authority.
  - (D) Certificate of completion from military training school.
  - (E) Discharge certificate showing character of service.
  - (F) Copy of extracts from payroll documents showing periods of service.
  - (G) Letter from National Disaster Medical System (NDMS) Team Leader or Administrative Officer verifying dates and times of NDMS training or Federal activation.
- (ii) The types of documents that are necessary to establish eligibility for readmission will vary from case to case. Not all of these documents are available or necessary in every instance to establish readmission eligibility.
- (3) An institution may not delay or attempt to avoid a readmission of a student under this section by demanding documentation that does not exist, or is not readily available, at the time of readmission.
- (h) *Termination of readmission eligibility.* A student's eligibility for readmission to an institution under this section by reason of such student's service in the uniformed services terminates upon the occurrence of any of the following events:
- (1) A separation of such person from the Armed Forces (including the National Guard and Reserves) with a dishonorable or bad conduct discharge.

(2) A dismissal of a commissioned officer permitted under section 1161(a) of title 10, United States Code by sentence of a general court-martial; in commutation of a sentence of a general court-martial; or, in time of war, by order of the President.

(3) A dropping of a commissioned officer from the rolls pursuant to section 1161(b) of title 10, United States Code due to absence without authority for at least three months; separation by reason of a sentence to confinement adjudged by a court-martial; or, a sentence to confinement in a Federal or State penitentiary or correctional institution.

## **State Specific Refund and Tuition Recovery Policies**

### **California**

#### **Student Tuition Recovery Fund**

The Student Tuition Recovery Fund (STRF) was established by the legislature to protect any California resident who attends a private postsecondary institution from losing money if you prepaid tuition and suffered a financial loss as a result of the school closing; failing to live up to its enrollment agreement; or refusing to pay a court judgment.

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the Student Tuition Recovery Fund (STRF), or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or are enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.

6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law

However, no claim can be paid to any student without a social security number or a taxpayer identification number.

Students who receive the California Grant B Access Award may choose to apply the scholarship funds to their student account, or may choose to request a direct disbursement of funds via the refund method they have selected; ACH or stored value card.

Students who wish to receive a direct disbursement of funds must make the request in writing. The request can be made by sending a message from the student's Park University email account to [finaid@park.edu](mailto:finaid@park.edu).

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

## North Dakota

### Park University Refund Calculation Schedule

(On-site classes only)

	8 week term	9 week term
7 Days	100%	100%
14 Days	75%	
16 Days		75%
28 Days	50%	
29 Days	0%	
31 Days		50%
32 Days		0%

- PELL/GSL: 25% of tuition due at registration first term each year the student uses student aid with Park University. The student is accountable for any debit posted to his/her account upon disbursement of financial aid.
- DOD: Must have completed 1556 with obligating signature.
- Pay at registration (PAR): All tuition is due at registration for students not receiving above funding.

# Information Technology

## MyPark

**MyPark is a web portal that is designed to be a "one-stop" place for Park University faculty and students to access important information on the web. It also serves as a gateway to many online resources and communication tools at Park University. MyPark features include:**

- Ability to easily enroll in classes, check grades, obtain degree audits and more.
- Access to Google Apps for Education, online classes, and other online resources for communications with other students and club members.
- Quick access to online library resources as well as Park's calendars, news and announcements.
- Customizable "MyPages" for personalized class schedule, calendar, bookmarks, and groups.

MyPark can be accessed directly at <https://my.park.edu> or from the MyPark link on Park's home page at [www.park.edu](http://www.park.edu). To log on to MyPark, faculty and students must use their university ID number and their university password which is provided by Student Success Center or the Information Technology Help Desk or your password can also be recovered at the Identity Management system at <https://accounts.park.edu>.

Students will be able to register themselves online after consulting with their advisor or Campus Center Director. Faculty Advisors, Student Success Coaches, or the local Campus Center Director will also be available to input registration. Technology Support is available by phone at (800) 927-3024 or by e-mail at [support.technology@park.edu](mailto:support.technology@park.edu). For up-to-date information on what we offer our students, please visit the help page at [www.park.edu/help](http://www.park.edu/help).

## Park Email

(Provided by Google Apps for Education)

All Park students are assigned a Park Email account when they are accepted into the university. Park Email is the official means of communication between students, faculty and staff to provide information to, or request information from, students. It is the responsibility of all students and faculty to check their Park Email account on a regular basis.

### What is your student email address?

Your Park Email address is typically created according to the following format: `firstname.lastname@ park.edu` (Example: John Doe's email address would be: `john.doe@park.edu`). In the case that two individuals share the same first and last name exactly, the second person to have their email account created will get numerically incremented (Example: `john.doe02@park.edu`). Other than this method of duplicate address resolution, Park Email addresses are changed to match legal name changes only (we do not accept preferential requests). Please also note that email addresses are not case sensitive, so `John.Doe@park.edu` is the same address as `john.doe@park.edu`.

#### To log in to Park Email directly:

- Step 1: Go to <https://login.park.edu> in any standard web browser.
- Step 2: Use your Park University-provided ID number for your user-name.
- Step 3: Use your Park University-provided password to authenticate.
- Step 4: Click the "Login" button to access your email account.

#### To log in to Park Email through MyPark:

- Step 1: Log in to MyPark and navigate to the Student Tab, then select "Academic Email" from the Quick Links menu.

Step 2: Use your University provided ID number as your user-name, in the login fields at the top of the page.

Step 3: Use your Park University provided password to authenticate.

Step 4: Click the "Login" button to access your portal account.

Step 5: Click on "Email" to get taken to <https://login.park.edu>.

NOTE: If you do not know your University-provided password, please contact the Student Success Center or the Information Technology Help Desk to obtain it.

### **More information about Park Email**

Park Email is provided through a partnership between Google and Park University, as a service of Google Apps for Education. More information about Apps for Education can be found at [google.com](http://google.com). Search "Apps for Education". The student can also email [support.technology@park.edu](mailto:support.technology@park.edu) or call (800) 927-3024 for assistance. Park Email accounts are only provided to admitted students, active faculty, and alumni of Park University.

### **Online Classroom Help:**

Online classroom help is available by contacting <https://pdl.park.edu/pages/learnersupport> or <https://canvas.park.edu>

## **Information Technology Policies and Procedures**

University Information Technology resources constitute a valuable University asset that must be managed accordingly to ensure their integrity, security and availability for teaching, research and business activities. Carrying out this mission requires the university to establish basic Information Security policies and standards and to provide both access and reasonable security at an acceptable cost. Park University Information Technology Policies and Procedures are intended to facilitate and support authorized access to university information.

Users of University information technology resources are personally responsible for complying with all University policies, procedures and standards relating to information security, regardless of campus center or location and will be held personally accountable for any misuse of these resources. The Information Technology Policies and Procedures are located in MyPark. The Acceptable Use Policy can be accessed from the Student Tab, under Information Technology Resources. The use of student user ID and password to access the computer system is the equivalent of a legal signature and creates the same obligations for the student. The student will be responsible for any and all future registration(s) by accessing the computer with the assigned ID number. All activities on Park University information technology resources are subject to random monitoring and all transactions on the computer system constitute official records recognized by the institution. All appeal decisions related to policy or procedures will be based on the computer system transaction records.

## **Virtual Applications (Virtual Apps)**

The goal of VirtualApps is to provide Faculty, Students, and Staff with 24/7, on-demand access to a library of popular licensed software applications. These Virtual Apps can be accessed from any computer, Android, or iOS device anywhere an internet connection is available.

While anyone will still be able to visit labs for specific software, VirtualApps allows people with a Park University username to log in to a cloud-based system to access specialized software. This access gives Park students, faculty and staff the flexibility of using the software on campus, at home, and even while studying abroad (some of the specialized applications will be available only to groups that software pertains to).

Our initial efforts in virtualized software include Microsoft Office 2016, IBM SPSS Statistics 25, and Sage 50. VirtualApps is not platform specific and can be used by Windows, Mac, Linux, Android and iOS operating systems.

You can access our VirtualApps at [www.park.edu/virtual](http://www.park.edu/virtual). Instructions for connecting to our VirtualApps environment can be found here: [www.park.edu/virtual](http://www.park.edu/virtual). We have setup a special support mailbox for questions, comments, concerns, etc., relating to VirtualApps that be reached at [virtualapps@park.edu](mailto:virtualapps@park.edu). Please send all of your support questions to that address.

## Faculty and Administration

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**(Parkville Daytime Campus Center)**

Professor of Criminal Justice.  
College Of Liberal Arts and Sciences  
B.A., University of Missouri-Columbia, 1973;  
J.D., University of Missouri-Columbia, 1975. (1990)

M.A., University of Wisconsin-Stevens Point, 2010;  
Ph.D., University of Wisconsin-Milwaukee Graduate School, 2018.

## R

**Tamara Radohl-Sigley**  
**(Parkville Daytime Campus Center)**  
Associate Professor of Social Work.  
College of Education and Health Professions  
M.A., Washburn University, 1999;  
Ph.D., University of Kansas, 2013. (2014)

**Marion Ricono**  
**(Parkville Daytime Campus Center)**  
Lecturer in Management.  
College of Management  
B.S., University of Missouri-Rolla, 1970;  
M.B.A., University of Missouri-Kansas City, 1974.  
(2015)

**Henry Roehrich**  
**(Grand Forks AFB Campus Center)**  
Associate Professor of Marketing/Management.  
College of Management

## S

**Ben Sayevich**  
**(Parkville Daytime Campus Center)**  
Professor of Music.  
International Center for Music  
Churlonis School of Performing Arts, 1971;  
Tel Ma-Yelin School of Arts, 1977;  
New England Conservatory of Music, 1985;  
Artist Diploma, New England Conservatory of  
Music, 1987. (2006)

**Kristin Shaw**  
**(Parkville Daytime Campus Center)**  
Instructor in Communication.  
College of Liberal Arts and Sciences  
M.S.J., Northwestern University, 2007;  
B.J., University of Missouri, 2006. (2015)

**Debra Sheffer**  
**(Parkville Daytime Campus Center)**  
Professor of History.  
College Of Liberal Arts and Sciences  
B.S.E., Central Missouri State University, 1980;  
M.A., Central Missouri State University, 1986.  
(1990)  
Ph.D., University of Kansas, 2008.

**Alexander Silvius**  
**(Parkville Daytime Campus Center)**

B.S., Wayne State College, 1979;  
M.S.A., Central Michigan University, 1996;  
Ph.D., University of North Dakota, 2003. (2010)

**Brenda Royals**  
**(Parkville Daytime Campus Center)**  
Lecturer in Biology.  
College Of Liberal Arts and Sciences  
B.S., Southeastern Oklahoma State University,  
1989;  
M.S., Louisiana State University, 2004. (2010)

**Patricia Ryberg**  
**(Parkville Daytime Campus Center)**  
Associate Professor of Biology.  
College Of Liberal Arts and Sciences  
B.A., University of Nebraska, Lincoln, 2003;  
B.S., University of Nebraska, Lincoln, 2003;  
Ph.D., University of Kansas, 2009. (2012)

Associate Professor of Physics.  
College Of Liberal Arts and Sciences  
B.S., Missouri University of Science & Technology,  
2000;  
M.S., Missouri University of Technology & Science,  
2003;  
Ph.D., Missouri University of Science & Technology,  
2006. (2012)

**Charles Smith**  
**(Parkville Daytime Campus Center)**  
Associate Professor of Mathematics.  
College Of Liberal Arts and Sciences  
B.A., William Jewell College, 1981;  
M.A., University of Kansas, 1983;  
Ph.D., University of Missouri-Kansas City, 2002.  
(1986)

**Jeff Smith**  
**(Parkville Daytime Campus Center)**  
Associate Professor of Graphic Design.  
College of Liberal Arts and Sciences  
B.F.A., Kansas State University, 1998;  
M.F.A., Kansas State University, 2002. (2011)

**Peter Soule**  
**(Parkville Daytime Campus Center)**  
Professor of Economics.

College of Management  
B.A., Park College, 1972;  
Ph.D., University of Oklahoma, 1988. (1991)

M.A., University of Oklahoma, 1975;  
M.A.P.A., University of Oklahoma, 1975;

## T

**Suzanne Tiemann**  
**(Parkville Daytime Campus Center)**  
Assistant Professor of Education and Director of Undergraduate Programs.  
College of Education and Health Professions  
B.S., Texas A&M University, 1991;  
M.Ed., University of Houston, 1998;  
Ed.D., University of Houston, 2004.

**Guillermo Tonsmann**  
**(Austin Campus Center)**  
Associate Professor of Computer Science.  
College Of Liberal Arts and Sciences  
B.S., Universidad de Nacional de Ingenieria, 1984;  
M.A., Potchefstroom University, 1993;  
B.S. University of South Africa, 1995;  
Ph.D., Louisiana State University, 2001. (2007)

## V

**James Vanderleeuw**  
**(Parkville Daytime Campus Center)**  
Professor of Public Administration.  
College of Management  
B.A., Ramapo College, 1976;  
M.A., University of Nevada-Reno, 1980;  
Ph.D., University of New Orleans, 1988. (2016)

**Daniel Veis**  
**(Parkville Daytime Campus Center)**  
Assistant Professor of Music.  
International Center for Music  
Prague Conservatory, 1972;  
Academy of Performing Arts in Prague, 1974;  
Tchaikovsky Conservatory in Moscow, 1979. (2010)

## W

**Yongzhi Wang**  
**(Parkville Daytime Campus Center)**  
Assistant Professor of Computer Science.  
College Of Liberal Arts and Sciences  
B.S.E., Xidian University, China, 2004;  
M.S., Florida International University, 2013;  
PhD., Florida International University, 2015 (2018)

**Jennine Wilson**  
**(Parkville Daytime Campus Center)**  
Assistant Professor of Nursing.  
College of Education and Health Professions  
B.S.N., Mid America Nazarene University, 2010;  
M.S.N., Mid America Nazarene, 2014. (2017)

**Timothy Westcott**  
**(Parkville Daytime Campus Center)**  
Associate Professor of History.  
College Of Liberal Arts and Sciences  
B.A., Avila College, 1988;  
M.A., University of Missouri-Kansas City, 1994;  
Ph.D., The Union Institute, 2002. (1999)

**Brant Winn**  
**(Parkville Daytime Campus Center)**  
Assistant Professor of Education & Director of Fieldwork.  
College of Education and Health Professions  
B.S., Missouri State University, 1994;  
M.S. University of Central Missouri, 1998;  
Ph.D., Columbia International University, 2010. (2017)

**Jennifer Whitley**  
**(Parkville Daytime Campus Center)**  
Lecturer in Mathematics.  
College Of Liberal Arts and Sciences  
B.A., Black Hills State University 2015. (2018);  
M.S., Kansas State University, 2015;  
Ph.D., Kansas State University, 2019

**Amy Wolf**  
**(Parkville Daytime Campus Center)**  
Associate Professor of Education.  
College of Education and Health Professions  
B.A., University of Missouri, 1991;  
M.A., University of Missouri, 1994;  
Ph.D., University of Missouri—Kansas City, 2006. (2006)



## Y

**Stacy Yeager-Okosi  
(Parkville Daytime Campus Center)**

Assistant Professor of Graduate ISBA  
College of Management  
B.S., Kansas State University, 1998  
M.S., Friends University, 2003  
D.B.A, University of Phoenix, 2010

**Steven Youngblood  
(Parkville Daytime Campus Center)**

Associate Professor of Communication.  
College of Liberal Arts and Sciences  
B.S., University of Kansas, 1983;  
M.A., Kansas State University, 1996. (1997)

## Endowed Chairs and Professorships

**Merlin Findlay**

Chair of Science

**J. Malcolm Good**

Professorship and Endowed Chair of Mathematics

**Mary Barlow**

Professorship of English and Literature

**Edward F. Lyle**

Professor of Finance and Director of the Graduate Program in Business

## Emeriti Faculty

Donna Bachmann, M.F.A.  
M. Virginia Brackett, Ph.D.  
Carol Getty, Ph.D.  
Jeffrey Glauner, Ph.D.  
Walter Kisthards, Ph.D.  
Dorothy May, Ph.D.

Dennis Okerstrom, Ph.D.  
William Pivonka, Ph.D.  
G. Ann Schultis, M.A.L.S. and M.A.  
Linda Seybert, Ed.D.  
Blanche Sosland, Ph.D.  
Daley Walker, M.A.

## Commencement Speakers

Semester	Year	Speaker	Class Year	Title
Spring	1927	Honorable Perl D. Decker	1897	Missouri State Representative
Spring	1928	John Morris Gillette, Ph.D		
	1929	Henry Nelson Wieman, Ph.D	1907	
Spring	1930	The Reverend James E. Congdon, Jr.		

Spring	1931	The Reverend Harry Clayton Rogers, D.D.		(Dedication of the 1st Graham Tyler)
Spring	1932	John Edward Calfee, D.D.	1905	
Spring	1933	Webster E. Browning, D.D.	1891	
Spring	1934	Ernest H. Lindley, Ph.D.		Chancellor University of Kansas
Spring	1935	Paul Austin Wolfe, D.D.	1918	
Spring	1936	Ernest Minor Patterson, Ph.D.	1902	Professor of Economics at Wharton School of Finance and Commerce, University of Pennsylvania
Spring	1937	James M. Matthews, L.L.D.	1903	Director, Division of Distribution, School of Business Administration Babson Institute
Spring	1938	Robert J. Kerner, Ph.D.		Professor Modern European History, University of California
Spring	1939	Frederick William Hawley, D.D., LL.D.		President Emeritus, Park College
Spring	1940	Paul Calvin Payne, D.D.	1913	General Secretary, Board of Christian Education Presbyterian Church, United States of America
Spring	1941	William Lindsay Young, D.D., LL.D., Litt.D.		President of Park College, Retiring Moderator of the General Assembly of the Presbyterian Church, USA
Spring	1942	The Reverend L. Wendell Taylor, D.D.		Pastor, President, Church of the Covenant, Detroit, Michigan
Spring	1943	President William Lindsay Young, D.D., LL.D., Litt.D., L.H.D.		President, Park College
Spring	1944	Merrill E. Otis, LL.B., LL.D.		United States District Judge, Western District of Missouri
Spring	1945	Arnold H. Lowe, M.Th., D.D.		Minister Westminster Presbyterian Church, Minneapolis, Minnesota
Spring	1946	John Bailey Gage, A.B., LL.B.		
Spring	1947	The Reverend James W. Clarke, D.D.		Minister Second Presbyterian Church, St. Louis, Missouri
Spring	1948	Dr. Harold C. Hunt, M.A., Ed.D., LL.D.		Superintendent of Schools, Chicago, Illinois
Spring	1949	Russell J. Hopley		President, Northwestern Bell Telephone Company, Omaha, NE
Spring	1950	Paul A. Dodd, Ph.D.	1924	Dean of College of Letters and Sciences, University of California, Los Angeles
Spring	1951	Roy A. Roberts		President of the Kansas City Star

Spring	1952	The Reverend Samuel McCrea Cavert, D.D.		General Secretary of National Council, Churches of Christ in the U.S.A., New York City
Spring	1953	Mr. David Thomas Beals		President, Inter-State National Bank, Kansas City, Missouri
Spring	1954	The Honorable Albert L. Reeves		
Spring	1955	Mr. Warren Lee Pierson		
Spring	1956	Robert E. Long		President of Park College
Spring	1957	The Reverend Paul Austin Wolfe, D.D.	1918	Minister, The Brick Presbyterian Church, N.Y., New York
Spring	1958	Mr. Robert L. Gibson	1925	Vice President, General Electric Company, Pittsfield, Mass.
Spring	1959	Honorable Margaret Chase Smith		United States Senator from Maine
Spring	1960	Charles N. Kimball		President, Midwest Research Institute, Kansas City, MO
Spring	1961	Fred Chase Koch		President, Rock Island Oil and Refining Company, Wichita, Kansas
Spring	1962	Edward L. Cushman		Executive Vice President, American Motors Corporation, Detroit
Spring	1963	James Wesley McAfee		President, Union Electric, St. Louis, Missouri
Fall	1963	Tilton Davis, Jr.		Director of Education, Headquarters, 5th U.S. Army Chicago
Spring	1964	Dr. John A. Gates		Distinguished Professor Westminster College, Fulton, Missouri
Fall	1964	Dr. Guy Moore		President William Jewell College, Liberty, Missouri
Spring	1965	Dr. Elder G. Hawkins		Moderator, General Assembly of United Presbyterian Church, U.S.A.
Fall	1965	Dr. Joseph C. Shipman		Director, Linda Hall Library, Kansas City, Missouri
Spring	1966	Honorable William R. Hull, Jr.		U.S. Representative, Sixth District, Missouri
Fall	1966	Dr. Paul Hoover Bowman		Executive Director Institute Community Studies
Spring	1967	Henry C. Haskell		Associate Editor, Kansas City Star
Fall	1967	Honorable Harold E. Stassen		Former Governor of Missouri
Spring	1968	Harry Belafonte		Artist, Peace Corps Advisor, Board of Directors Southern Christian Leadership Conference
Fall	1968	Robert D. Swanson	1937	President, Alma College, Alma, Michigan Group Vice

			President, Operations Hallmark Cards, Inc.
Fall	1969	Honorable Thomas F. Eagleton	1969 U.S. Senator from Missouri
Spring	1970	Dr. R. Buckminster Fuller	(Geodesic Dome)
Fall	1970	Sister Olive Louise Dallavis, C.S.J.	President, Avila College, Kansas City, Missouri
Spring	1971	Dr. John R. Everett	1942 President, New School for Social Research, New York, New York
Fall	1971	Dr. John Hirschfield	1971 Professor, History of Western Culture, Park College
Spring	1972	Mr. Robert A. Cromie	Chicago Illinois
Fall	1972	Dr. Jerzy Hauptmann	Professor of Political Science, Park College
Spring	1973	Robert Wedgeworth	1973 Executive Director, American Library Association
Fall	1973	Dr. Ferrel Heady	1973 President, University of New Mexico
Spring	1974	Dr. Theodore I. Murguia	1951 President, San Jose City College, California
Fall	1974	Mr. George Lehr	County Executive of Jackson County, Missouri
Spring	1975	Donald Rumsfeld	Assistant to the President of the United States
Fall	1975	Dr. Young Pai	1975 Professor of Education, UMKC
Spring	1976	Dr. Ruth Snyder Sherman	1932 Radiologist, Sloan Kettering Cancer Center
Fall	1976	Dr. John H. Patton	1976 Professor of Religion, Park College
Spring	1977	Dr. Arthur Kamitsuka	1945 Director of Special Ministries to Japanese in New York (one of our Nisei Students)
Fall	1977	Mr. Eugene A. Davidson	Chairman Conference on European Problems
Spring	1978	Dr. Roy V. Magers II	1958 Assistant Professor of Music, Winthrop College
Spring	1979	Mr. Donald H. Chishlom	Attorney and Former Chairman of Board of Trustees
Spring	1980	The Honorable E. Thomas Coleman	Member of Congress
Spring	1981	Dr. Robert D. Swanson	President Emeritus, Alma College
Spring	1982	Walt Bodine	Dean of Kansas City Broadcast Newsman
Spring	1983	Dr. Barbara J. Higdon	Vice President/Dean for Academic Affairs
Spring	1984	Dr. Robert H. Ferrell	Distinguished Professor of History, Indiana University
Spring	1985	Harriet Woods	Lieutenant Governor, State of Missouri
Spring	1986	Robert P. Corbett	1938 United Missouri Bank South, Chairman Emeritus

Spring	1987	The Honorable Ike Skelton		United States Congressman, Missouri Fourth District
Spring	1988	Donald J. Breckon		Thirteenth President Park College
Spring	1989	Ambassador Alan Woods		Administrator, Agency for International Development
Spring	1990	Mr. Alvin L. Brooks		Director, Department of Human Relations, Kansas City, Missouri
Spring	1991	Dr. Lois Spier Gray	1943	Professor, Cornell University
Spring	1992	Dr. Hugh B. McAfee, Jr.	1941	Member of Park College Board of Trustees (Great Grandson of the Founder of Park College)
Spring	1993	Dr. R. Lynn Bondurant, Jr.	1961	Chief, Office of Educational Programs, NASA, Lewis Research Center, Cleveland, Ohio
Spring	1994	R. Crosby Kemper III		President of United Missouri Bank, St. Louis, Missouri
Fall	1994	Dr. Lyushun Shen		Director, Public Affairs Division, Taipei Economic and Cultural Representative Office in the United States
Spring	1995	Dr. Dong Won Lee		President, International Research Center Republic of Korea
Fall	1995	Eric Bransby		Muralist and Professor Emeritus at UMKC
Spring	1996	William C. Clark		President, Urban League of Greater Kansas City and Former Trustee of Park College
Fall	1996	Bonnie Sue Cooper		State Representative, District 32, State of Missouri
Spring	1997	Larry Wheeler		President & COO, Valentine Radford Communications
Fall	1997	Fred Pouche	1981	Missouri House of Representatives
Spring	1998	Dr. F. Marian Bishop		Director of Graduate Programs, School of Medicine, University of Utah
Fall	1998	Chance Browne		Cartoon Illustrator, Hi & Lois
Spring	1999	Marjorie S. Sirridge		Dean of the University of Missouri-Kansas City School of Medicine
Fall	1999	Dr. Daniel E. Waite		Professor and Chair of the Department of Oral and Maxillofacial Surgery at Baylor College of Dentistry
Spring	2000	Dr. Edward Zigler		Sterling Professor of Psychology, head of the psychology section of the Child Study Center and Director of the Bush Center in Child Development and Social Policy at Yale University
Fall	2000	Larry J. Hackman		Director of the Harry S. Truman Presidential Library and Museum
Spring	2001	Bernice Thompson	1958	Social work therapist in the Barnes-Jewish Hospital

			Chemical Dependency Service
Fall	2001	Dr. Hans Brisch	Chancellor for the Oklahoma State System of Higher Education
Spring	2002	Cynthia Levin	1977 Producing Artistic Director of the Unicorn Theatre
Fall	2002	Jerzy Hauptmann	Professor Emeritus and founder of the Hauptmann School for Public Affairs, Park University
Spring	2003	Rosemary Fry Plakas	1963 American History Specialist at the Library of Congress
Fall	2003	Brigadier General (Select) Douglas L. Raaberg	United State Air Force
Spring	2004	The Honorable Ike Skelton	Congressman, Missouri's 4th District
Fall	2004	R. Lynn Bondurant, Ph.D.	1961 President, Bondurant Consulting
Spring	2005	Ergys Prenika	2005 International graduate, Albania
Fall	2005	Ralph Reid	Vice President, Corporate Social Responsibility, Sprint Nextel
Spring	2006	General Richard B. Myers	United State Air Force Retired
Fall	2006	Honorable Kay Barnes	Mayor, Kansas City, Missouri
Spring	2007	Jackie Snyder, Ed.D.	Chancellor, Metropolitan Community College
Fall	2007	Peter J. deSilva	President and COO UMB Financial Corporation
Spring	2008	The Honorable Christopher S. "Kit" Bond	United State Senator, Missouri
Fall	2008	Mary Jean Eisenhower	President and CEO, People to People International
Spring	2009	Danny O'Neil	Founder and CEO, The Roasterie, Inc.
Fall	2009	The Honorable Emmanuel Cleaver	U.S. House of Representatives
Spring	2010	Ambassador Jason C. Yuan	Representative of the Republic of China (Taiwan)
Fall	2010	Eugene A. Ruiz	Chair, Park University Board of Trustees
Spring	2011	Jeanette Prenger	2009 Founder and President, ECCO Select
Fall	2011	Steve Youngblood	Associate professor of Communication Arts
Spring	2012	The Honorable Sly James	Mayor of Kansas City, Missouri
Fall	2012	Peter J. deSilva	President and Chief Operating Officer, UMB Financial
Spring	2013	Lt. Gen. (Ret) John E. Miller	Member, Park University Board of Trustees
Fall	2013	Deborah J. Frett	CEO, Business and Professional Women's Foundation

Spring	2014	Gary Guller		Mount Everest Summitter, Author & Keynote Speaker
Fall	2014	Terry Bassham		Chairman, President and CEO, Kansas City Power and Light
Spring	2015	Bob Marcusse		President and CEO, Kansas City Area Development Council
Fall	2015	Greg Graves		Chairman and CEO, Burns & McDonnell
Spring	2016	Greg Gunderson, Ph.D.		President, Park University
Fall	2016	Bob Kendrick	1985	President, Negro Leagues Baseball Museum
Spring	2017	John Fierro	1998, 2001	President, Mattie Rhodes Center
Fall	2017	Michael M. Collins		President and CEO, Port Authority of Kansas City, MO
Spring	2018	Gwendolyn Grant	1994	Chief Executive Officer, Urban League of Greater Kansas City
Fall	2019	Ron Blumkin		Chairman, Nebraska Furniture Mart
Spring	2019	Reggie Robinson, J.D.		Vice Chancellor of Public Affairs, University of Kansas
Fall	2019	W. Ann Hansbrough, J.D.		Associate Circuit Judge, Circuit Court of Platte County, MO

## Colleges and Schools

### College of Liberal Arts and Sciences

School of Humanities

School of Natural, Applied, and Social Sciences

### College of Management

School of Business

Hauptmann School of Public Affairs

### College of Education and Health Professions

School of Education

School of Behavioral and Health Sciences

# College of Education and Health Professions

8700 NW River Park Drive – Box 22  
Parkville, MO 64152  
(816) 584-6335  
www.park.edu/academics

## School of Education

### College of Education and Health Professions: School of Education

*Dean, College of Education and Health Professions*

#### **Mission Statement**

The School of Education at Park University, an institution committed to diversity and best practice, prepares educators to be effective teachers, leaders in their communities, change agents in their schools, and advocates for learners.

#### **Vision Statement**

The School of Education at Park University is to be known as a leader in the preparation of educators who will address the needs, challenges, and possibilities of the 21st century.

#### **Diversity Statement**

The School of Education fully supports University policy related to employment and to student admission. Specifically, the School seeks faculty and students with a record of academic achievement, involvement in the community and good character. No applicant will be denied employment or admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status. Additionally, the School recognizes and appreciates the importance of diversity in its educational programs and actively seeks to recruit and retain faculty and students with diverse backgrounds.

#### Park University School of Education Conceptual Framework

The School of Education offers a Bachelor of Science in Education with eligibility for Missouri certification in early childhood, elementary, middle school education, and secondary education. Completion of the certification process enables a person to teach at the pre-school, elementary, middle school, junior or senior high school level, either public or private. Philosophical, historical and modern methodological approaches to education are studied. Extensive field-based experiences are an integral and required part of these programs. They provide a variety of in-school activities and culminate in directed teaching. Because many education courses require out of classroom and off campus visits to learning facilities, students must be prepared to provide their own transportation. The School of Education also offers a Bachelor of Science in Education degree in Education Studies including non-certification emphasis areas in Young Child, Youth, and Early Childhood Education Teaching Young Children. Extensive field-based experiences are also an integral and required part of these noncertification programs.

#### Teacher Certification



Admission to the School of Education

Admission to Park University Missouri Certification Programs

Admission to B.S.E. Early Childhood Education Non-certification Program

## **Fitness and Wellness, B.S.**

### **Requirements For: B .S. Major – 70-74 Hours, 2.0 GPA**

The Fitness and Wellness degree explores both the physiological foundations of human movement and the holistic concepts of wellness. Students will acquire the skills, knowledge, and leadership to assist others to better health and improved sports performance through exercise medicine, physical conditioning, and lifestyle modification. Every student will complete extensive internship and practicum requirements to help hone professional skills in working with clients. Graduates of this program will be prepared for professional certification in exercise physiology, health coaching, and strength & conditioning, among others. Students will be ready for a wide variety of careers in fitness centers, athletics teams, or healthcare organizations. Some students may choose to use this degree in preparation for graduate study in a variety of health related professions.

#### **Fitness and Wellness Core 41 cr.**

- FW 122 - Human Nutrition **Credits: 3**
- FW 190 - Health, Sport, & Exercise Science **Credits: 3**
- FW 200 - Resistance Exercise Instruction **Credits: 3**
- FW 225 - Kinesiology **Credits: 3**
- FW 231 - First Aid/CPR **Credits: 3**
- FW 250 - Exercise Physiology **Credits: 3**
- FW 250L - Exercise Physiology Laboratory **Credits: 1**
- FW 260 - Strength and Conditioning **Credits: 3**
  
- FW 275 - Introduction to Sport Management **Credits: 3**  
or
- FW 320 - Fitness Management **Credits: 3**
  
- FW 325 - Motor Skill Development **Credits: 3**
- FW 350 - Exercise Testing and Prescription **Credits: 4**
- FW 360 - Athletic Injuries **Credits: 3**
- FW 375 - Special Populations Exercise **Credits: 3**
- FW 400 - Internship in Fitness and Wellness **Credits: 3-6**

#### **Scientific Foundations 18-21 cr.**

- CH 105 - Introductory Chemistry **Credits: 5**  
or
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
  
- BI 101 - Biological Concepts **Credits: 4**  
or

- BIO 221 - Zoology **Credits: 4**
- BI 211 - Human Anatomy and Physiology I **Credits: 4**
- BI 212 - Human Anatomy and Physiology II **Credits: 4**

Select one of the following:

- FW 175 - Medical Terminology **Credits: 3**
- AC 201 - Principles of Financial Accounting **Credits: 3**
- PY 155 - Concepts of Physics I **Credits: 4**

### **Psychosocial Foundations 3 cr.**

Select one from the following:

- FW 380 - Applied Health Behavior **Credits: 3**
- SO 309 - Sociology of Sport **Credits: 3**
- SO 322 - Sociology of Health and Illness **Credits: 3**
- PS 363 - Psychology of Sport **Credits: 3**

### **Electives 8-9 cr.**

Select at least 8 credits from the following:

- BI 223 - Clinical Microbiology **Credits: 4**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- FW 300 - Concepts in Strength and Conditioning **Credits: 3**
- FW 310 - Advanced Conditioning **Credits: 3**
- HC 351 - Organization and Administration of Health Care Programs **Credits: 3**
- HC 465 - Basic Issues in Community Based Health Care Delivery **Credits: 3**
- HC 466 - Planning and Organizing Community Health Services **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 372 - Entrepreneurial Studies **Credits: 3**
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- PY 156 - Concepts of Physics II **Credits: 4**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.**

### **Requirements for B.S.E. Major - 58 Hours, 2.5 Cumulative GPA**

The Bachelor of Science Education Studies degree with Emphasis in Early Childhood Education Teaching Young Children is designed to prepare graduates for positions of teaching curriculum coordination, program directors, consultants and leadership positions in early childhood programs. The degree program combines knowledge of child development and learning; family and community relationships; observation, documentation, and assessment; concepts and tools of inquiry in the content areas; curriculum development; effective teaching strategies; guidance; and professionalism. **The Degree does not result in Missouri Teacher certification.**

Due to the uniqueness of the non-certification program, candidates should contact their faculty advisor for assistance in application for admission to the School of Education and placement in the practicum and internship.

### **Criteria for Admission to the School of Education— Early Childhood Education Teaching Young Children**

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.50 GPA including transfer courses
- 2.75 GPA in core courses
- Successful completion of EDC 220 , EDC 222 , MA 120 or MA 135 or equivalent, EN 105 and EN 106

The above information is verified by the Office of the Registrar on the Application for Admission to the School of Education (form to be submitted electronically to the School of Education).

### **Procedure for Request for Admission to the School of Education—Early Childhood Education Teaching Young Children**

Candidates must work with the appropriate School of Education FACULTY advisor when applying to the School of Education to ensure all materials are in place. Candidates must begin the application process no less than 2 semesters (4 terms) prior to requiring Education coursework listed as 350 or higher.

- Application for Admission to the School of Education submitted electronically.
- Two disposition evaluations completed by SOE faculty with each disposition rated "target" or "acceptable." Students will make the request of the faculty to complete the online assessment.
- Self-disposition evaluation to be completed online
- Letter of recommendation from a professional outside of the School of Education
- Evidence of purchase of electronic portfolio
- FBI Fingerprint check
- "Home State" required screenings

### **Availability of Courses**

Although the coursework can be completed online, 95 percent of the education courses require interaction and/or observation with young children, educators and the community. Practicum courses and internships are "hybrids." Seminars are online but the coursework takes place in the field with young children, educators and the community. Diversity of experiences is necessary for a well-rounded educator. As a result, some observations *may* be pre-approved at the student's place of employment, while others will occur outside the student's place of employment.

### **Professional Curriculum**

- EDU 207 - Technology in Education **Credits: 3**
- EDC 220 - Child Growth and Development for Early Childhood and Elementary Teachers **Credits: 3**
- EDC 222 - Early Childhood Principles **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDC 325 - Education of Exceptional Children **Credits: 3**

- EDC 337 - Development and Learning Through Play **Credits:** 3
- EDC 341 - Professionalism and Program Management in Early Childhood Education **Credits:** 3
- EDC 348 - Family Involvement in Early Childhood Education **Credits:** 3
- EDC 351 - Teaching Development of Language and Literacy in Early Childhood **Credits:** 3
- EDU 315 - Children and Young Adult Literature **Credits:** 3
- SO 302 - The Study of the Family **Credits:** 3
- BI 214 - Personal and Community Health **Credits:** 3

## **Advanced Professional Curriculum**

**Early Childhood Education Teaching Young Children Program required for enrollment in the following EDC courses.**

- EDC 354 - Observation, Assessment & Screening in Early Childhood Education **Credits:** 3
- EDC 355 - Social and Emotional Learning in Early Childhood **Credits:** 3
- EDC 362 - Infants and Toddlers **Credits:** 3
- EDC 363 - Integrating the Curriculum: Pre-primary **Credits:** 3
- EDC 372 - Infant and Toddler Practicum **Credits:** 1-2 (1 Credits Required)
- EDC 373 - Pre-primary Practicum **Credits:** 1-2 (1 Credits Required)
- EDC 415 - Internship to Early Childhood Education and Leadership **Credits:** 6-10 (6 Credits Required)  
or
- EDC 420 - Internship in Early Childhood Teaching Young Children **Credits:** 6-10 (6 Credits Required)
- EDC 425 - Seminar for Internship in Early Childhood Teaching Young Children and Early Childhood Education and Leadership **Credits:** 2

**Total 58 cr.**

**Candidates will select a minor or a leadership area of concentration.**

**Minors include:**

## **Psychology, Minor**

**Requirements For: Minor – 18 hours, 2.0 gpa**

- PS 101 - Introduction to Psychology **Credits:** 3
- PS 301 - Social Psychology **Credits:** 3
- PS 315 - Theories of Personality **Credits:** 3
- PS 341 - Positive Psychology **Credits:** 3

**Electives 6 cr.**

6 cr. of Psychology (PS) courses

## **Social Work, Minor**

### **Requirements For: Social Work Minor – 18 hours, C or better**

40 hours of service learning in a human service agency.

- PS 309 - Human Sexuality **Credits:** 3
- SO 302 - The Study of the Family **Credits:** 3
- SW 205 - Introduction to Social Work **Credits:** 3
- SW 325 - Human Diversity and Social Justice **Credits:** 3
- SW 330 - Social Welfare Policy and Programs **Credits:** 3
- SW 450 - Integrative Seminar for SW Minor **Credits:** 3 (Capstone)

#### **Note:**

All of the required courses for the Social Work minor must be completed with a grade of C or better prior to enrollment in SW 450, which is the capstone course for the SW minor.

## **Sociology, Minor**

### **Requirements For: Minor – 18 hours, 2.0 gpa**

18 hours which must include SO 141, SO 206 and at least two courses at the 300-400 levels (6 cr).

- SO 141 - Introduction to Sociology **Credits:** 3
- SO 206 - Social Issues in Contemporary Society **Credits:** 3

## **Spanish, Minor**

### **Requirements For: Minor – 18 hours, 2.5 gpa**

The Spanish Minor is designed to assist students in gaining proficiency in oral and written communication in this world language, along with a solid understanding of Hispanic cultures. Students majoring in Business Administration with an International Business emphasis and English with a Language and Literature concentration should consider the completion of this minor.

## **Minor Tracks in Spanish:**

### **Culture Track 18 cr.**

- SP 201 - Intermediate Spanish I **Credits: 3**
- SP 202 - Intermediate Spanish II **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**
- SP 295 - Intermediate Spanish Composition **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- plus one 300-level SP elective in a cultural and/or literary topic **Credits: 3**

### **Business Track 18 cr.**

- SP 203 - Business Spanish I **Credits: 3**
- SP 204 - Business Spanish II **Credits: 3**
- SP 205 - Issues in International Business **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- SP 384 - Professional Service Learning Experience for Spanish **Credits: 3**

## **Note:**

**\*\*For those students wishing to teach K-12 Spanish: See also Bachelor of Science in Education.**

### **B.S.E. in Secondary Education – MAJOR 53-55 Hours**

**2.75 Cum G.P.A.**

**2.75 Core G.P.A.**

**or**

### **Leadership Area of Concentration**

(18 hours) includes the following coursework:

- EDC 344 - Program Planning and Evaluation in Early Childhood Programs **Credits: 2**
- EDC 345 - Financial Aspects of Early Childhood Programs **Credits: 2**
- EDC 346 - Human Resources in Early Childhood Programs **Credits: 2**
- HR 310 - Leadership and Team Building **Credits: 3**
- PA 331 - Public Organizations **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 342 - Administrative Politics **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**



LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Elementary Education, B.S.E.**

**(Grades 1 through 6)**

## **Requirements For B.S.E. Major — 79 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education gpa**

**No grade lower than a "C" in education core.**

### **Professional Curriculum**

- EDE 225 - Children's Health, Movement and Nutrition **Credits: 3**
- EDE 332 - Integrating Arts in Learning Activities **Credits: 3**
- EDE 340 - Language and Literacy Development **Credits: 3**
- EDE 342 - Mathematics Learning in Elementary Grades **Credits: 3**
- EDE 343 - Curriculum Integration & Strategy Instruction in Social Science & Science **Credits: 3**
- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 315 - Children and Young Adult Literature **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

**TOTAL 42 CR.**

### **Admission to the School**

**Certification Program required for enrollment in the following EDE/EDU courses**

- EDE 352 - Building an Effective, Equitable Learning Environment for Elementary Grades **Credits: 3**
- EDE 360A - Field Experience I **Credits: 2**
- EDE 360B - Field Experience II **Credits: 2**
- EDE 363 - Literacy Learning in the Elementary Grades **Credits: 3**
- EDE 383 - Mathematics Methods and Differentiated Learning in Elementary Grades **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDE 410 - Field Experience III **Credits: 12**

**TOTAL 37 CR.**

### **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## Criteria for Admission to the School of Education

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## Procedure for Request for Admission to the School of Education

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## Criteria and Procedure for Admission to Directed Teaching

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## Liberal Education Requirements

### Student Seminar 3 cr.

LE 100 First-Year Seminar

### Writing Seminar 6 cr.

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **K-12 Education (Mild/Moderate Cross-Categorical Disabilities), B.S.E.**

### **Requirements For: B.S.E. Major — 92 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

No grade lower than a "C" in education core.

### **Professional Curriculum**

- EDE 225 - Children's Health, Movement and Nutrition **Credits: 3**
- EDE 340 - Language and Literacy Development **Credits: 3**
- EDE 342 - Mathematics Learning in Elementary Grades **Credits: 3**
- EDE 343 - Curriculum Integration & Strategy Instruction in Social Science & Science **Credits: 3**
- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 315 - Children and Young Adult Literature **Credits: 3**
- EDU 336 - Foundations of Special Education **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

**Total 42 cr.**

## **Admission to the School**

### **Certification Program required for enrollment in the following courses**

- EDE 352 - Building an Effective, Equitable Learning Environment for Elementary Grades **Credits: 3**
- EDE 363 - Literacy Learning in the Elementary Grades **Credits: 3**
- EDE 383 - Mathematics Methods and Differentiated Learning in Elementary Grades **Credits: 3**
- EDE 360A - Field Experience I **Credits: 2**
- EDE 360B - Field Experience II **Credits: 2**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 356 - Assessment in Special Education **Credits: 3**
- EDU 360C - Field Experience SPED I **Credits: 1**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 366 - Methods of Teaching Students with Cross-Categorical Disabilities **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 410 - Field Experience III **Credits: 14**
- EDU 457 - Language Development of the Exceptional Child **Credits: 3**

**Total 50 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## Criteria for Admission to the School of Education

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## Procedure for Request for Admission to the School of Education

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## Criteria and Procedure for Admission to Directed Teaching

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## Liberal Education Requirements

### Student Seminar 3 cr.

LE 100 First-Year Seminar

### Writing Seminar 6 cr.

EN 105 and EN 106



### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **K-12 Education, Art, B.S.E.**

### **K-12 Education (Art or Spanish)**

(Grades K through 12)

**Requirements For B.S.E. Major — 58 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

## **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

## **Admission to the School**

### **Certification Program required for enrollment in the following EDS/EDU courses**

- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 360A - Field Experience I **Credits: 2**
- EDU 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 388 - Methodology in Content Area **Credits: 3**
- EDU 410 - Field Experience III **Credits: 14**

## **K-12 Art**

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 140 - Drawing I **Credits: 3**
- AR 142 - Two-Dimensional Design: Black & White Basic **Credits: 3**
- AR 143 - Three-Dimensional Design **Credits: 3**
- AR 144 - Color Theory **Credits: 3**
- AR 215 - Art History I **Credits: 3**
- AR 216 - Art History II **Credits: 3**
- AR 221 - Ceramics I **Credits: 3**
- AR 240 - Drawing II **Credits: 3**
- AR 241 - Photography I **Credits: 3**
- AR 270 - Fiber I **Credits: 3**
- AR 280 - Painting I **Credits: 3**
- AR 497 - Senior Seminar in Fine Art **Credits: 3**

### **Select one of the following**

- AR 218 - Graphic Design Software **Credits: 3**
- AR 316 - Modern Art **Credits: 3**
- AR 321 - Ceramics II **Credits: 3**
- AR 340 - Drawing III **Credits: 3**
- AR 371 - Fiber II **Credits: 3**

- AR 380 - Painting II **Credits: 3**
- AR 420 - Ceramics III **Credits: 3**
- AR 480 - Painting III **Credits: 3**

**Total 42 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.

- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **K-12 Education, Spanish, B.S.E.**

### **K-12 Education (Art or Spanish)**

**(Grades K through 12)**

**Requirements For B.S.E. Major — 58 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

#### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

#### **Admission to the School**

**Certification Program required for enrollment in the following EDS/EDU courses**

- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 360A - Field Experience I **Credits: 2**
- EDU 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 388 - Methodology in Content Area **Credits: 3**
- EDU 410 - Field Experience III **Credits: 14**

### **K-12 Spanish**

*(Students must test out of SP 201 to enroll in SP 202)*

- SP 201 - Intermediate Spanish I **Credits: 3**
- SP 202 - Intermediate Spanish II **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**

- SP 295 - Intermediate Spanish Composition **Credits: 3**
- SP 301 - Advanced Spanish Conversation **Credits: 3**
- SP 302 - Advanced Grammar and Composition **Credits: 3**
- SP 311 - Culture and Civilization of Spain **Credits: 3**
- SP 312 - Cultures and Civilization of Spanish America and the Hispanic Caribbean **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- SP 322 - Reading Cervantes' Masterpiece: Don Quixote **Credits: 3**
- SP 394 - Introduction to the Literature of Spain **Credits: 3**
- SP 395 - Introduction to the Literatures of Spanish America and the Hispanic Caribbean **Credits: 3**

**Total 36 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75



- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Middle School Education, Language Arts Concentration, B.S.E.**

### **Middle School Education, B.S.E.**

**(Grades 5 through 9)**

**Requirements For: B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

Students seeking middle school certification must select one area listed below.

- Language Arts
- Mathematics
- Science
- Social Science

#### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

#### **Admission to the School**

**Certification Program required for enrollment in the following EDM/EDU courses**

- EDM 352 - Building an Effective, Equitable Learning Environment **Credits: 3**
- EDM 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDM 360A - Field Experience I **Credits: 2**
- EDM 360B - Field Experience II **Credits: 2**
- EDM 395 - Methodology in Content Area **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**

- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDM 410 - Field Experience III **Credits: 12**

**Total 61 cr.**

## **Language Arts**

- EN 201 - Introduction to Literature **Credits: 3**
- EN 205 - Introduction to English Studies **Credits: 3**
- EN 318 - Dreams and Identities: American Literature from 1865 to Today **Credits: 3**
- EN 354 - Reading and Writing Nonfiction Prose **Credits: 3**
- EN 370 - History and Practice of Rhetoric **Credits: 3**
- EN 221 - African-American Literature **Credits: 3**  
or
- EN 356 - Women's Literature **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
  
- Select one of the following. **Credits 3 cr.**
- EN 232 - Introduction to Poetry **Credits: 3**
- EN 233 - Introduction to Drama **Credits: 3**
- EN 234 - Introduction to Fiction **Credits: 3**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education

- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
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- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

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- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Middle School Education, Mathematics Concentration, B.S.E.**

### **Middle School Education, B.S.E.**

**(Grades 5 through 9)**

**Requirements For: B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

Students seeking middle school certification must select one area listed below.

- Language Arts
- Mathematics
- Science
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

## Admission to the School

### Certification Program required for enrollment in the following EDM/EDU courses

- EDM 352 - Building an Effective, Equitable Learning Environment **Credits: 3**
- EDM 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDM 360A - Field Experience I **Credits: 2**
- EDM 360B - Field Experience II **Credits: 2**
- EDM 395 - Methodology in Content Area **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDM 410 - Field Experience III **Credits: 12**

**Total 61 cr.**

## Mathematics and Math Education

- MA 110 - Geometry for Teachers **Credits: 3**
- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 125 - Intermediate Algebra **Credits: 3**
- MA 160 - Precalculus for Majors **Credits: 5**
- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- EDE 342 - Mathematics Learning in Elementary Grades **Credits: 3**

## Education Requirements

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## Criteria for Admission to the School of Education

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
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## Procedure for Request for Admission to the School of Education



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School of Education faculty must approve all student teaching requests.

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- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Middle School Education, Science Concentration, B.S.E.**

### **Middle School Education, B.S.E.**

**(Grades 5 through 9)**

**Requirements For: B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

Students seeking middle school certification must select one area listed below.

- Language Arts
- Mathematics
- Science
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**

- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

#### **Certification Program required for enrollment in the following EDM/EDU courses**

- EDM 352 - Building an Effective, Equitable Learning Environment **Credits: 3**
- EDM 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDM 360A - Field Experience I **Credits: 2**
- EDM 360B - Field Experience II **Credits: 2**
- EDM 395 - Methodology in Content Area **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDM 410 - Field Experience III **Credits: 12**

**Total 61 cr.**

### **Science**

- CH 107 - General Chemistry I **Credits: 3**  
and
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- BIO 221 - Zoology **Credits: 4**
- BIO 225 - Botany **Credits: 4**
- GO 130 - Astronomy **Credits: 4**
- GO 141 - Physical Geology **Credits: 4**
- PY 155 - Concepts of Physics I **Credits: 4**

### **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

### **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106

- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Middle School Education, Social Science Concentration, B.S.E.**

### **Middle School Education, B.S.E.**

(Grades 5 through 9)

**Requirements For: B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

Students seeking middle school certification must select one area listed below.

- Language Arts
- Mathematics
- Science
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

### **Certification Program required for enrollment in the following EDM/EDU courses**

- EDM 352 - Building an Effective, Equitable Learning Environment **Credits: 3**
- EDM 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDM 360A - Field Experience I **Credits: 2**
- EDM 360B - Field Experience II **Credits: 2**
- EDM 395 - Methodology in Content Area **Credits: 3**
- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDM 410 - Field Experience III **Credits: 12**

**Total 61 cr.**

## **Social Science**

- EC 141 - Principles of Macroeconomics **Credits: 3**  
or
- EC 142 - Principles of Microeconomics **Credits: 3**
- HIS 104 - American History Survey Through the Civil War **Credits: 3**
- HIS 105 - American History Survey Since the Civil War **Credits: 3**
- PO 200 - American National Government **Credits: 3**
- PO 210 - Comparative Political Systems **Credits: 3**
- GGH 110 - Cultural Geography **Credits: 3**

### **Select six credits from the following:**

- HIS 111 - Introduction to World History I (Ancient History) **Credits: 3**
- HIS 112 - Introduction to World History II (Middle Ages) **Credits: 3**
- HIS 113 - Introduction to World History III (Modern Era) **Credits: 3**

## **Liberal Education Requirements**

**Student Seminar 3 cr.**



LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Secondary Education, Biology Concentration, B.S.E.**

### **Secondary Education, B.S.E.**

**(Grades 9 through 12)**

## **Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

**Certification Program required for enrollment in the following EDS/EDU courses**

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12 (12 Credits Required)**

**Total 61 cr.**

### **Biology**

- BI 211 - Human Anatomy and Physiology I **Credits: 4**  
or
- NS 306 - Writing and Ethical Practices in Science **Credits: 3**
- BIO 221 - Zoology **Credits: 4**

- BIO 225 - Botany **Credits:** 4
- BIO 325 - Introductory Molecular Cell Biology **Credits:** 3
- BIO 327 - Introductory Ecology and Evolution **Credits:** 4
- BIO 340 - Genetics **Credits:** 4
  
- NS 304 - Science, Technology, and Society **Credits:** 3  
or
- NS 241 - Philosophy and History of Science **Credits:** 3
  
- CH 107 - General Chemistry I **Credits:** 3
- CH 107L - General Chemistry Laboratory I **Credits:** 1
- PY 155 - Concepts of Physics I **Credits:** 4
- GO 141 - Physical Geology **Credits:** 4
  
- GGP 120 - Global Sustainability **Credits:** 3  
or
- BI 111 - Environmental Biology **Credits:** 4

**Total 40-42 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## Criteria and Procedure for Admission to Directed Teaching

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## Liberal Education Requirements

### Student Seminar 3 cr.

LE 100 First-Year Seminar

### Writing Seminar 6 cr.

EN 105 and EN 106

### Math Requirement 3 cr.

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### Ethics Requirement 3 cr.

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### Humanities Requirement 6 cr.

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### Natural Science Requirement 3 cr.

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

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- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Secondary Education, Chemistry Concentration, B.S.E.**

### **Secondary Education, B.S.E.**

**(Grades 9 through 12)**

**Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

### **Certification Program required for enrollment in the following EDS/EDU courses**

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12 (12 Credits Required)**

**Total 61 cr.**

### **Chemistry**

- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- CH 317 - Organic Chemistry I **Credits: 3**
- CH 317L - Organic Chemistry Laboratory I **Credits: 1**
- CH 328 - Analytical Chemistry **Credits: 4**
- CH 337 - Biochemistry **Credits: 3**
- CH 337L - Biochemistry Laboratory **Credits: 1**
  
- NS 304 - Science, Technology, and Society **Credits: 3**  
or
- NS 241 - Philosophy and History of Science **Credits: 3**
  
- BIO 221 - Zoology **Credits: 4**  
or
- BIO 225 - Botany **Credits: 4**
  
- PY 155 - Concepts of Physics I **Credits: 4**
- GO 141 - Physical Geology **Credits: 4**
  
- GGP 120 - Global Sustainability **Credits: 3**  
or
- BI 111 - Environmental Biology **Credits: 4**

### **Select one of the following**

- NS 306 - Writing and Ethical Practices in Science **Credits: 3**
- CH 318 - Organic Chemistry II **Credits: 3**
- CH 329 - Introduction to Instrumental Analysis **Credits: 4**



**Total 41-43 cr.**

## **Education Requirements**

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## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

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- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Secondary Education, Earth Science Concentration, B.S.E.**

## **Secondary Education, B.S.E.**

**(Grades 9 through 12)**

**Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

**Certification Program required for enrollment in the following EDS/EDU courses**

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12** (12 Credits Required)

**Total 61 cr.**

## **Earth Science**

- GO 130 - Astronomy **Credits: 4**
- GO 141 - Physical Geology **Credits: 4**
- GO 151 - History of the Earth **Credits: 4**
- GGP 115 - Physical Geography **Credits: 4**
- GGP 205 - Meteorology **Credits: 4**
  
- NS 304 - Science, Technology, and Society **Credits: 3**  
or
- NS 241 - Philosophy and History of Science **Credits: 3**
  
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
  
- BIO 221 - Zoology **Credits: 4**  
or
- BIO 225 - Botany **Credits: 4**
  
- PY 155 - Concepts of Physics I **Credits: 4**
  
- GGP 120 - Global Sustainability **Credits: 3**  
or
- BI 111 - Environmental Biology **Credits: 4**

**Total 38-39 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education

- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Secondary Education, English Concentration, B.S.E.**

### **Secondary Education, B.S.E.**

(Grades 9 through 12)

**Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**



- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

### **Certification Program required for enrollment in the following EDS/EDU courses**

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12 (12 Credits Required)**

**Total 61 cr.**

### **English**

- EN 221 - African-American Literature **Credits: 3**
- EN 231 - Introduction to Language **Credits: 3**
- EN 307 - Professional Writing in English Studies **Credits: 3**
- EN 370 - History and Practice of Rhetoric **Credits: 3**
- EN 387 - Theory and Teaching of Writing **Credits: 3**
- EDU 315 - Children and Young Adult Literature **Credits: 3**

### **Select two of the following**

- EN 315 - Knights and Ladies, Priests and Peasants **Credits: 3**
- EN 316 - Revolution and Empire: British Literature from 1660-1900 **Credits: 3**
- EN 324 - Modern British and European Literature **Credits: 3**
- EN 340 - Shakespeare Then and Now **Credits: 3**
- EN 355 - International Literature **Credits: 3**
- ML 235 - Survey of European Literature **Credits: 3**
- ML 251 - Heroes and Rebels in Early European Literature **Credits: 3**

### **Select one of the following**

- EN 201 - Introduction to Literature **Credits: 3**
- EN 205 - Introduction to English Studies **Credits: 3**
- EN 232 - Introduction to Poetry **Credits: 3**
- EN 233 - Introduction to Drama **Credits: 3**
- EN 234 - Introduction to Fiction **Credits: 3**
- EN 311 - Creative Writing **Credits: 3**

- EN 320 - Adolescent Literature **Credits: 3**
- EN 341 - Literature and Film **Credits: 3**
- EN 411 - Advanced Creative Writing **Credits: 3**

### **Select one of the following**

- EN 204 - Writing for Online Environments **Credits: 3**
- EN 207 - Professional and Technical Editing **Credits: 3**
- EN 304 - Special Topics in Language and Literature **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3**
- EN 306B - Business Communications **Credits: 3**
- EN 306C - Writing and Research in Your Academic Field **Credits: 3**
- EN 354 - Reading and Writing Nonfiction Prose **Credits: 3**

### **Select two of the following**

- EN 304 - Special Topics in Language and Literature **Credits: 3**
- EN 317 - American Literature from Puritans to Abolitionists **Credits: 3**
- EN 318 - Dreams and Identities: American Literature from 1865 to Today **Credits: 3**
- EN 356 - Women's Literature **Credits: 3**
- EN 380 - Literary Theory and Criticism **Credits: 3**

### **Select one of the following**

- EN 325 - Modern Grammar **Credits: 3**
- LE 300T - World Language and Culture **Credits: 3**

**Total 39 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106

- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## **Criteria and Procedure for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Secondary Education, Mathematics Concentration, B.S.E.**

### **Secondary Education, B.S.E.**

(Grades 9 through 12)

**Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

## Professional Curriculum

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

## Admission to the School

### Certification Program required for enrollment in the following EDS/EDU courses

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12 (12 Credits Required)**

**Total 61 cr.**

## Mathematics

- CS 208 - Discrete Mathematics **Credits: 3**
- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits: 3**
- MA 301 - Mathematical Thought **Credits: 3**
- MA 305 - Probability **Credits: 3**
- MA 311 - Linear Algebra **Credits: 3**
- MA 312 - Abstract Algebraic Structures **Credits: 3**
- MA 350 - History of Mathematics **Credits: 3**
- MA 360 - Modern Geometries **Credits: 3**
- MA 370 - Number Theory **Credits: 3**
- MA 401 - Analysis **Credits: 3**

**Total 40 cr.**

## Education Requirements

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## **Criteria for Admission to the School of Education**

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- 3.0 GPA in content courses (Middle School and High School programs)
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School of Education faculty must approve all student teaching requests.

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- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
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- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

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### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**



Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

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## **Secondary Education, Social Science Concentration, B.S.E.**

### **Secondary Education, B.S.E.**

**(Grades 9 through 12)**

## **Requirements For B.S.E. Major — 61 Hours, 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA**

**No grade lower than a "C" in education core.**

**Students seeking secondary certification must select one of the following areas of certification:**

- Biology
- Chemistry
- Earth Science
- English
- Mathematics
- Social Science

### **Professional Curriculum**

- EDU 203 - Educational Psychology **Credits: 3**
- EDU 207 - Technology in Education **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- EDU 300 - Writing in Education **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- EDU 345 - Teaching Linguistically and Culturally Diverse Learners **Credits: 3**
- EDU 347 - Family, School and Community Collaboration **Credits: 3**

### **Admission to the School**

**Certification Program required for enrollment in the following EDS/EDU courses**

- EDU 351 - Strategies for Higher-Order Learning **Credits: 3**
- EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades **Credits: 3**
- EDS 358 - Reading and Writing in the Content Areas **Credits: 3**
- EDS 360A - Field Experience I **Credits: 2**
- EDS 360B - Field Experience II **Credits: 2**
- EDU 362 - Observation, Assessment and Data-based Decision Making **Credits: 3**
- EDU 384 - Meeting Literacy Needs of All Learners **Credits: 3**
- EDU 375 - Exceptional Children & Differentiated Learning **Credits: 3**
- EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom **Credits: 3**
- EDS 410 - Field Experience III **Credits: 12** (12 Credits Required)

**Total 61 cr.**

### **Social Science**

- AN 301 - Cultural Anthropology **Credits: 3**
- PS 101 - Introduction to Psychology **Credits: 3**
- SO 141 - Introduction to Sociology **Credits: 3**
- PO 200 - American National Government **Credits: 3**

- PO 210 - Comparative Political Systems **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- GGH 110 - Cultural Geography **Credits: 3**
- HIS 104 - American History Survey Through the Civil War **Credits: 3**
- HIS 105 - American History Survey Since the Civil War **Credits: 3**
- HIS 111 - Introduction to World History I (Ancient History) **Credits: 3**
- HIS 112 - Introduction to World History II (Middle Ages) **Credits: 3**
- HIS 113 - Introduction to World History III (Modern Era) **Credits: 3**

### **Select six hours electives**

- HIS 211 - The Great War: 1914-1918 **Credits: 3**
- HIS 220 - History of the American West **Credits: 3**
- HIS 261 - The Making of the American Republic, 1754-1820 **Credits: 3**
- HIS 325 - The Cold War, 1945-1992 **Credits: 3**

**Total 45 cr.**

## **Education Requirements**

There are specific general education courses required for teacher certification in the state of Missouri, therefore it is imperative the student speak with his or her education advisor regarding these course requirements prior to enrollment. All requirements (i.e., admission within the program and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.

## **Criteria for Admission to the School of Education**

Meeting these minimum requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Successful completion of MA 120 or MA 135 or equivalent, EN 105 and EN 106
- MoGEA passing scores (passed within 2 years of admission date) or approved ACT Composite Score (taken within 5 years of application for admission to the School of Education). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

## **Procedure for Request for Admission to the School of Education**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

## Criteria and Procedure for Admission to Directed Teaching

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses with GPA of 2.75
- 3.0 GPA in content courses (Middle School and High School programs)
- 3.0 Professional Education GPA
- Missouri Assessment(s) passing score in major

**All students, including Certification and Certification Only, must apply for admission, and meet admission requirements of the School of Education; all students are required to complete professional education sequence classes.**

## Liberal Education Requirements

### Student Seminar 3 cr.

LE 100 First-Year Seminar

### Writing Seminar 6 cr.

EN 105 and EN 106

### Math Requirement 3 cr.

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### Ethics Requirement 3 cr.

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### Humanities Requirement 6 cr.

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### Natural Science Requirement 3 cr.

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Fitness and Wellness, Minor**

### **Requirements For: Minor – 19 Hours, 2.0 GPA**

- FW 122 - Human Nutrition **Credits: 3**
- FW 225 - Kinesiology **Credits: 3**
- FW 250 - Exercise Physiology **Credits: 3**
- FW 260 - Strength and Conditioning **Credits: 3**
- BI 211 - Human Anatomy and Physiology I **Credits: 4**
- BI 214 - Personal and Community Health **Credits: 3**

**Total 19 cr.**

## **School of Behavioral and Health Sciences**

### **College of Education and Health Professions:** **School of Behavioral and Health Sciences**

*Dean, College of Education and Health Professions*

## **Psychology and Sociology**

### **Social Psychology, A.S.**

### **Requirements For: A.S. Major – 27 hours, 2.0 gpa**

- PS 101 - Introduction to Psychology **Credits: 3**

- SO 141 - Introduction to Sociology **Credits: 3**
- SO 206 - Social Issues in Contemporary Society **Credits: 3**
- PS 301 - Social Psychology **Credits: 3**
- SO 338 - Self and Society **Credits: 3**

**Electives: 12 cr.**

- students may choose 12 credit hours from Psychology and/or Sociology

**Liberal Education Requirements**

**LE100 - First Year Seminar 3 cr.**

- LE 100 - First-Year Seminar **Credits: 3**

**Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits: 3**
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits: 3**

**Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 125 - Intermediate Algebra **Credits: 3**
- MA 208 - Discrete Mathematics **Credits: 3**

**Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

**Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

**Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## Graduation Requirements

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## Psychology, B.A.

### Requirements For: B.A. Major – 42 hours, 2.0 GPA

Psychology is both a science and an applied profession. Psychology is a broad discipline that deals with behavior and mental process. Career opportunities work in counseling, personal, business, industry, research and development, advertising, college teaching, medical settings, basic research, criminal justice, and government. For those students interested in becoming licensed psychologists or professional researchers, the major is designed to prepare them for possible graduate training.

#### Psychology Core 27 cr.

- PS 101 - Introduction to Psychology **Credits: 3**
- PS 300 - Research Methods **Credits: 3**  
or
- SO 300 - Research Methods **Credits: 3**
- PS 307 - Statistics for Social Sciences **Credits: 3**  
or
- SO 307 - Statistics for Social Sciences **Credits: 3**
- PS 315 - Theories of Personality **Credits: 3**
- PS 404 - History and Systems of Psychology **Credits: 3**
- PS 406 - Experimental Psychology **Credits: 3** \*
- PS 407 - Field Placement in Psychology **Credits: 1-6**
- PS 497 - Capstone Seminar **Credits: 3** □

#### Select one of the following:

- PS 388 - Learning and Motivation **Credits: 3**
- PS 408 - Cognitive Psychology **Credits: 3**
- PS 423 - Physiological Psychology **Credits: 3**



**At least five of the following electives:**

- PS 125 - Lifespan Development **Credits: 3**
- PS 205 - Child Psychology **Credits: 3**
- PS 206 - Introduction to Guidance and Counseling **Credits: 3**
  
- PS 220 - Ethical Issues in Social Sciences **Credits: 3**  
or
- SO 220 - Ethical Issues in Social Sciences **Credits: 3**
  
- PS 221 - Adolescent Psychology **Credits: 3**
- PS 222 - Adult Development and Aging **Credits: 3**
  
- PS 301 - Social Psychology **Credits: 3**
- PS 302 - Tests and Measurements **Credits: 3**
- PS 303 - Career Counseling and Development **Credits: 3**
- PS 309 - Human Sexuality **Credits: 3**
- PS 325 - Disaster Psychology **Credits: 3**
- PS 341 - Positive Psychology **Credits: 3**
- PS 358 - Applied Behavior Analysis **Credits: 3**
- PS 361 - Cross-Cultural Psychology **Credits: 3**
- PS 363 - Psychology of Sport **Credits: 3**
- PS 381 - Psychology of Gender **Credits: 3**
- PS 390 - Selected Topics in Psychology **Credits: 1-3**
- PS 401 - Abnormal Psychology **Credits: 3**
- PS 402 - Systems of Psychotherapy **Credits: 3**
- PS 405 - Independent Study in Psychology **Credits: 1-6**
- PS 407 - Field Placement in Psychology **Credits: 1-6** (additional credits beyond core requirement)
- PS 410 - Social Influence and Persuasion **Credits: 3**
- PS 424 - Industrial and Organizational Psychology **Credits: 3**

**Note:**

*\* Program-specified substitution for EN 306\* writing requirement.*

Only offered online

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).

- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Sociology, B.A.**

### **Requirements For: B.A. Major – 39 hours, 2.0 gpa**

Sociology is the study of people in groups, their interactions, identities, and the societies, institutions, and cultures they create. As a social science, it combines the scientific and humanistic perspectives to study the full range of human experience and helps us understand pressing social issues and connect them to individual human concerns. It is a valuable liberal arts major that prepares students for a variety of careers in business, government, human and social services, and social research and data analysis. It teaches students to collect, analyze, interpret, and apply valid and reliable data and explanations to personal decisions and to public and organizational policies.

#### **Sociology Core 18 cr.**

- SO 141 - Introduction to Sociology **Credits: 3**
- SO 206 - Social Issues in Contemporary Society **Credits: 3**
- SO 300 - Research Methods **Credits: 3 \***  
or
- PS 300 - Research Methods **Credits: 3 \***
- SO 307 - Statistics for Social Sciences **Credits: 3**  
or
- PS 307 - Statistics for Social Sciences **Credits: 3**
- SO 338 - Self and Society **Credits: 3**
- SO 403 - Social Theory **Credits: 3**

#### **Note:**

\*Program specified substitution for EN 306\* writing requirement.

#### **Professional Seminars 3 cr.**

- SO 497 - Capstone Seminar **Credits: 3** □

#### **Electives 18 cr.**

- Choose any six courses from sociology with a minimum of three courses (9 cr.) at the 300-400 levels  
**Credits: 18**

## **Note:**

Only offered online

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Social Psychology, B.S.**

### **Requirements For: B.S. Major – 42 hours, 2.0 gpa**

Social Psychology blends the strengths of psychology and sociology. It studies the "person in the situation," and integrates knowledge about individual, group, and organizational processes. It is an adaptable major that trains students for a wide range of career options, and it is personally useful in every facet of your life beyond mere employment. Social psychology trains you to see yourself, others, and the cultures and societies we live in more clearly, critically, and completely. It equips you with a set of tools useful for a wide range of careers in business and industry, government, applied social research, data analysis and interpretation, policy and program implementation, the helping and service professions, or continued graduate study in psychology or sociology.

The Park University Social Psychology major combines a solid core in the field with a number of flexible, specialized concentrations that allow you to tailor the degree to your needs and interests. Students may take any 12 hours of PS and SO electives. All students also leave the major with a set of technical and conceptual tools that will allow them to collect, analyze, and interpret social research data and apply those findings in a number of careers.

### **Theory and Application 21 cr.**

- PS 101 - Introduction to Psychology **Credits: 3**
- PS 301 - Social Psychology **Credits: 3**
- PS 315 - Theories of Personality **Credits: 3**

- SO 141 - Introduction to Sociology **Credits: 3**
- SO 206 - Social Issues in Contemporary Society **Credits: 3**
- SO 338 - Self and Society **Credits: 3**

**Select one of the following 3 cr.**

- PS 125 - Lifespan Development **Credits: 3**
- PS 205 - Child Psychology **Credits: 3**
- PS 221 - Adolescent Psychology **Credits: 3**
- PS 222 - Adult Development and Aging **Credits: 3**
- SO 329 - Sociology of the Life Course **Credits: 3**
- SO 330 - Sociology of Youth and Youth Cultures **Credits: 3**

**Research Methods and Statistics 6 cr.**

- PS 300 - Research Methods **Credits: 3 \***  
or
- SO 300 - Research Methods **Credits: 3 \***
- PS 307 - Statistics for Social Sciences **Credits: 3**  
or
- SO 307 - Statistics for Social Sciences **Credits: 3**

**Professional Seminars 3 cr.**

- PS 497 - Capstone Seminar **Credits: 3 \***  
or
- SO 497 - Capstone Seminar **Credits: 3 \***

**Total Core 30 cr.**

**Electives 12 cr.**

Select four courses from Sociology or Psychology.

- At least 6 credits need to come from 300-400 level

**Note:**

\*Program specified substitution for EN 306\* writing requirement.

Only offered online

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar



### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **A Skilled Helper (Adult), Certificate**

### **Requirements For: Certificate – 15 hours, 2.5 gpa**

#### **A Skilled Helper (Adult) Certificate**

- PS 206 - Introduction to Guidance and Counseling **Credits: 3**
- PS 222 - Adult Development and Aging **Credits: 3**
- PS 361 - Cross-Cultural Psychology **Credits: 3**
- PS 381 - Psychology of Gender **Credits: 3**
- SO 302 - The Study of the Family **Credits: 3**

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **A Skilled Helper (Pre-Adult), Certificate**

### **Requirements For: Certificate – 15 hours, 2.5 gpa**

#### **A Skilled Helper (Pre-Adult) Certificate**

- PS 206 - Introduction to Guidance and Counseling **Credits: 3**
- PS 221 - Adolescent Psychology **Credits: 3**
- PS 381 - Psychology of Gender **Credits: 3**
- SO 325 - Crime, Deviance, and Social Control **Credits: 3**
- SO 330 - Sociology of Youth and Youth Cultures **Credits: 3**

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Diversity and Social Justice, Certificate**

### **Requirements for Certificate - 12 Hours, 2.5 GPA**

- SO 206 - Social Issues in Contemporary Society **Credits: 3**

## **Electives 9 cr.**

Select one course from each topic area.

### **Global Perspectives**

Select one of the following:

- EN 355 - International Literature **Credits: 3**
- GGH 110 - Cultural Geography **Credits: 3**
- GGP 120 - Global Sustainability **Credits: 3**
- MU 210 - Music in a Global Society **Credits: 3**
- PC 315 - Global Peace Issues **Credits: 3**
- PO 338 - Politics of the Developing World **Credits: 3**
- PO 344 - War and Terrorism **Credits: 3**
- RE 109 - World Religions **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**

### **Public and Community Engagement**

Select one of the following:

- CA 235 - Multicultural Communication **Credits: 3**
- CJ 345 - Criminal Justice and the Community **Credits: 3**
- EDU 310 - Issues in Diversity and World Cultures **Credits: 3**
- LE 3000 - Peace Journalism **Credits: 3**
- LE 300AA - Strategic Peacebuilding **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**
- PH 221 - Ethics and Society **Credits: 3**
- SW 325 - Human Diversity and Social Justice **Credits: 3**

### **Examining Inequalities**

Select one of the following:

- EN 356 - Women's Literature **Credits: 3**
- EN 221 - African-American Literature **Credits: 3**
- HIS 260 - The Civil Rights Era **Credits: 3**
- LE 300V - The 1960s: Years of Hope and Rage **Credits: 3**
- PS 309 - Human Sexuality **Credits: 3**
- PS 381 - Psychology of Gender **Credits: 3**
- SO 342 - Race and Ethnicity **Credits: 3**
- SO 313 - Class, Status, Power **Credits: 3**
- SO 330 - Sociology of Youth and Youth Cultures **Credits: 3**

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Industrial Organizational Psychology, Certificate**

### **Requirements For: Certificate – 15 hours, 2.5 gpa**

- PS 300 - Research Methods **Credits: 3**  
or
- SO 300 - Research Methods **Credits: 3**
  
- PS 302 - Tests and Measurements **Credits: 3**
  
- PS 307 - Statistics for Social Sciences **Credits: 3**  
or
- SO 307 - Statistics for Social Sciences **Credits: 3**
  
- PS 424 - Industrial and Organizational Psychology **Credits: 3**

### **Electives 3 cr.**

- PS 406 - Experimental Psychology **Credits: 3**

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Psychology, Minor**

### **Requirements For: Minor – 18 hours, 2.0 gpa**

- PS 101 - Introduction to Psychology **Credits: 3**
- PS 301 - Social Psychology **Credits: 3**

- PS 315 - Theories of Personality **Credits: 3**
- PS 341 - Positive Psychology **Credits: 3**

### **Electives 6 cr.**

6 cr. of Psychology (PS) courses

## **Social Psychology, Minor**

Social Psychology, Minor Locations

### **Requirements For: Minor – 18 hours, 2.0 gpa**

**Only for non-psychology and non-sociology majors.**

### **Core 9 cr.**

- SO 141 - Introduction to Sociology **Credits: 3**
- PS 101 - Introduction to Psychology **Credits: 3**
- PS 301 - Social Psychology **Credits: 3**

### **Electives: Any Psychology or Sociology courses. 9 cr.**

- 9 cr. of Psychology (PS) or Sociology (SO) courses. At least 6 cr. must be at the 300-400 level

## **Sociology, Minor**

### **Requirements For: Minor – 18 hours, 2.0 gpa**

18 hours which must include SO 141, SO 206 and at least two courses at the 300-400 levels (6 cr).

- SO 141 - Introduction to Sociology **Credits: 3**
- SO 206 - Social Issues in Contemporary Society **Credits: 3**

## **Nursing**

### **Nursing (Pre-Licensure), B.S.N.**

The Bachelor of Science in Nursing combines the "art and science" of nursing with a foundation in the liberal arts to prepare graduates who will assume the scope of practice expected of the professional nurse. The theoretical, laboratory, and clinical patient care experiences support learning and exposure to the profession. The Nursing pre-licensure program is designed for the non-nurse or Licensed Practical Nurse who desires a baccalaureate degree in nursing. Preparing students for the future of nursing practice, the program requires students to participate in online and face-to-face course formats with extensive online resources. All laboratory, patient care, and face-to-face course work is only offered at the Parkville, MO campus. Acceptance to the program is competitive.

Initial approval by the Missouri State Board of Nursing and has been awarded for the Baccalaureate Degree in Nursing (pre-licensure) program at Park University. The baccalaureate degree program in nursing at Park University is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

## **BSN Pre-Licensure Program majors**

1. A final grade of C is required for all nursing-designated courses. Courses with grades below a C may be repeated one time.
2. Students who earn less than a C in more than one class during a semester will be removed from the program and are ineligible to repeat those courses
3. All NUR designated courses require a testing (unit exams, clinical exams, and final exams) average of 78% to pass the course
4. All clinical experiences must be completed with a "satisfactory" to meet requirements for graduation.
5. A nursing GPA of 2.8 is required for graduation. Graduates are eligible to apply for the Registered Nurse licensed examination (NCLEX-RN). Completion of degree requirements does not guarantee the ability to take the NCLEX-RN or achieve licensure as a Registered Nurse.

## **Procedure to request admission to the BSN Pre-Licensure Major (all applicants)**

The Department accepts 2 cohorts for the BSN major annually-fall and spring. Cohorts will be selected for the fall semester by the end of June and the spring semester in early December. To be considered for acceptance all requirements must be fully met.

1. Application for the BSN Pre-Licensure program deadlines are March 1 for Fall and October 1 for Spring.
2. Completion of the pre-nursing curriculum with an overall GPA of 2.8 on a 4.0 scale including transfer credit.
3. GPA of 3.0 in foundational science and math courses (CH 105, BI 210, BI 211, BI 212, BI 223, NS 220, MA 135 and CH 204). Courses in progress during the semester of application will be evaluated upon completion of the course to confirm GPA.
4. ATI Admissions score must meet admission requirements. Admission Test scores will be valid for one academic year (fall/spring cycle). Students may repeat the test to improve their scores. Each attempt requires the student to pay the testing fee prior to scheduling the test.
5. Will need to provide written essay for select questions.
6. Provide a resume.
7. Submission and approval of documentation noting required immunizations and titers as evidence of immunity.
8. American Heart Association CPR for Health Care Providers valid through the entire program.
9. For students with an active LPN license, evidence of inclusion in the Missouri Family Care Safety Registry database with no limitations to practice.
10. Negative drug screen within the 30 days prior to beginning of courses.
11. For students with an active LPN license, that license must be current and have no state board restrictions.

## **Prior learning credit for Practical Nurses**

Since 1987 Park University has provided Licensed Practical Nurses with the opportunity to apply for credit linked to their Practical Nursing education. Practical Nurses may be eligible for Validated Learning Equivalency (VLE) credit (up to 9 credit hours) toward the BSN pre-licensure program requirements. To be eligible for VLE credit students must meet all of the following requirements.

1. Submit evidence of current undisciplined/unrestricted license as an LPN upon application to Park University. New graduate Practical Nurses must complete the NLCEX-PN and have been issued a license. Any evidence of discipline against the LPN license will be reviewed by the department for approval prior to acceptance to the BSN major. Restrictions to practice by a Board of Nursing make the student ineligible for the BSN major.
2. Submit official transcripts from PN School and all college level course work
3. Students who choose to apply for VLE credit are reminded they will be held accountable for having a working knowledge of all content associated with the courses VLE credit may be awarded for the following course work:
  - CH 204 - Nutrition for the Health Sciences **Credits: 3**
  - PS 125 - Lifespan Development **Credits: 3**
  - Total 6 cr.**
4. Complete the Procedure to request admission to the BSN major.

## Cohort Selection Priorities

Each cohort is selected based on the admissions criteria. Priority is given to Admissions Test scores, GPA in the Math and Sciences and Pre-Nursing course work and completion of all requirements. Incomplete submission of required information removes the candidate from consideration. It is the student's obligation to assure all requirements are met.

## PRE-NURSING COURSE REQUIREMENTS

- LE 100 - First-Year Seminar **Credits: 3** (*for first-time freshman only*)
- LE 300\* - Integrative and Interdisciplinary Learning Capstone **Credits: 3** (*Transfer students may take during nursing major*)
- PH 221 - Ethics and Society **Credits: 3**
- LE designated Arts & Humanities courses **Credits: 6** Including 3 hours Art or English
  
- CH 105 - Introductory Chemistry **Credits: 5**  
or
- CH 107 - General Chemistry I **Credits: 3**  
and
- CH 107L - General Chemistry Laboratory I **Credits: 1**
  
- CH 204 - Nutrition for the Health Sciences **Credits: 3**
- BI 210 - The Human Body **Credits: 3**
- BI 211 - Human Anatomy and Physiology I **Credits: 4**
- BI 212 - Human Anatomy and Physiology II **Credits: 4**
- BI 223 - Clinical Microbiology **Credits: 4**
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits: 3**
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3**
- PS 101 - Introduction to Psychology **Credits: 3**
- PS 125 - Lifespan Development **Credits: 3**
- MA 135 - College Algebra **Credits: 3**
- CA 103 - Public Speaking **Credits: 3**  
or



- CA 105 - Introduction to Human Communication **Credits: 3**  
or
- TH 105 - Oral Communication **Credits: 3**

**Citizenship requirement 3 cr.**

- PO 200 - American National Government **Credits: 3**  
or
- PO 210 - Comparative Political Systems **Credits: 3**  
or
- HIS 111 - Introduction to World History I (Ancient History) **Credits: 3**  
or
- HIS 112 - Introduction to World History II (Middle Ages) **Credits: 3**  
or
- HIS 113 - Introduction to World History III (Modern Era) **Credits: 3**

**Total 61 - 65 cr.**

**NURSING MAJOR CORE COURSES**

- NUR 280 - Introduction to Professional Nursing **Credits: 2**
- NUR 320 - Concepts of Nursing Fundamentals **Credits: 7**
- NUR 330 - Clinical Applications of Pharmacology **Credits: 3**
- NUR 335 - Adult Health I **Credits: 7**
- NUR 338 - Health and Physical Assessment **Credits: 4**
- NUR 352 - Pathophysiology for Nurses **Credits: 3**
- NUR 356 - Mental Health Nursing **Credits: 4**
- NUR 357 - Gerontology **Credits: 3**
- NUR 410 - Community Health **Credits: 4**
- NUR 419 - Women, Children, and Families **Credits: 6**
- NUR 435 - Adult Health II **Credits: 7**
- NUR 450 - Evidence-Based Practice **Credits: 3**
- NUR 460 - Nursing Leadership **Credits: 3**
- NUR 475 - Clinical Immersion **Credits: 4**

**Total 59 cr.**

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Professional Writing Requirement 3 cr.**

EN 306A

### **Upper Division Requirements 59 cr.**

59 hours of upper division (300-400 level) college nursing course work

### **Additional Requirements**

Park University grants the Bachelor of Science in Nursing upon completion of the following requirements:

- Completion of a minimum of 126 semester hours with a cumulative 2.8 GPA.
- Satisfaction of major requirements
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C) college hours at Park University. At least 15 of these 30 hours must be in the major.
- Application to the BSN Program is required.

## **Nursing Accreditation and Missouri State Board Statement**

All requirements (i.e., admission, within program and exit) are subject to change as per the Missouri State Board of Nursing and Commission on Collegiate Nursing Education (CCNE).

## **Nursing (RN to BSN), B.S.N.**

**Admissions is temporarily suspended for this program. Please feel free to contact admissions if you have questions.**

Building on the premise of life-long learning and professional career development, the RN-BSN Program design allows the Registered Nurse to complete the requirements of a Bachelor of Science in Nursing Degree.

The baccalaureate degree program in nursing at Park University is accredited by the Commission on Collegiate Nursing Education, 655 K Street, NW, Suite 750, Washington, DC 20001, 202-887-6791.

## **Admission Requirements**

1. Graduate of an accredited Associate Degree Nursing ..Program
2. RN Licensure in the United States.
3. Minimum GPA of 2.8 from an accredited Associate Degree or Diploma Nursing program
4. Submission of official Associate Degree or Diploma nursing program transcripts and all undergraduate transcripts

The Nursing Program awards accepted students 60 hours of course credit for their pre-licensure nursing program transcript. Students may choose to attend either fulltime or part time. Students have a maximum of 5 years to complete all degree requirements.

## **RN-BSN DEGREE REQUIREMENTS**

- NU 310 - Transitions to Professional Nursing (8 weeks) **Credits: 3**
- NU 325 - Healthcare Informatics **Credits: 3**
- NU 332 - Pharmacology for Clinicians **Credits: 3**
- NU 339 - Health Assessment and Physical Examination **Credits: 3**
- NU 355 - Pathophysiology for Clinicians **Credits: 3**
- NU 359 - Gerontology **Credits: 3**
- NU 405 - Health Promotions in Society **Credits: 3**
- NU 410 - Community Health Nursing Practice **Credits: 4**
- NU 420 - Leadership and the BSN Role **Credits: 5**
- HC 451 - Health Care and the Political Process **Credits: 3**
- NU 450 - Evidence-based Practice **Credits: 3**
  
- PH 102 - Introduction to Ethical Thinking **Credits: 3**  
or
- PH 221 - Ethics and Society **Credits: 3**
  
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3**
- LE 300\* - Integrative and Interdisciplinary Learning Capstone **Credits: 3**

### **Electives 12 cr.**

- 3 hours may be 100 level,
- 6-9 hours may be 200, 300 or 400 level but
- At least 3 hours must be 300-400 level.

### **Total 24 cr.**

## **RN-BSN Degree Program total hours 60 cr.**

## **ADN or Diploma awarded hours 60 cr.**

**Total 120 cr.**

## **Graduation Requirements**

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, or EN 306C

### **Additional Requirements**

Park University grants the Bachelor of Science in Nursing Degree to Associate Degree or Diploma Registered Nurses upon completion of the following requirements:

- Completion of an approved nursing diploma program (may require additional prerequisite coursework; evaluated on an individual basis)
- Completion of an approved Associates' Degree in Nursing or Diploma Nursing Program.
- Must hold a current unencumbered Registered Nurse (RN) licensure within the United States
- Completion of a minimum of 120 semester hours with a cumulative 2.8 GPA including transfer credit.
- Completion of degree specific requirements.
- Satisfaction of major requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C) college hours at Park University. At least 15 of these 30 hours must be in the major.
- Completion of the 48 hour Nursing Completion Core requirements.
- The Bachelor of Science in Nursing (RN to BSN) major is declared upon acceptance to the program.

## **Social Work**

### **Social Work, B.S.W.**

The Bachelor of Social Work (BSW) prepares students for beginning professional social work practice across a wide variety of social service settings. As generalist social work practitioners, graduates will be prepared to work collaboratively from a strengths based approach with diverse populations. Ecosystems Theory, Strengths Perspective, Multicultural Competence and Social, Economic & Environmental Justice within a global perspective, all serve as overarching conceptual frameworks across the curriculum. All aspects of student learning (curricular and professional) are integrated with the senior year field education practicum experience. Note: The BSW Program at Park University was granted full re-affirmation of accreditation by the Council on Social Work Education (CSWE) in Spring 2019. The BSW Program is accredited through Spring 2025.

### **BSW Program Application Criteria & Admission Guidelines**

Application and admission to the professional undergraduate BSW Program is a separate process from application and admission to Park University. Declaring Social Work as a Major does not guarantee admission into the Program. Procedures 1-3 below must be completed before a student is eligible to apply to the BSW Program. Procedures 4 and 5 provide brief guidelines of the application submission and review process.

1. **DECLARATION OF MAJOR (DOM) in Social Work (SW)**  
Applicants must be admitted to Park University and have submitted a DOM in SW. A Minor is not required. Once a SW Major is declared, Park assigns the student a BSW Faculty Advisor. The student

should contact this advisor and schedule an appointment. Please note: a DOM in SW does not mean the student has been admitted or in any way guarantees admission into the Program.

2. **BSW PREREQUISITE**

Academic Advising with BSW Faculty is a critical component of the BSW Program. During initial advising, students share their educational goals and collaborative planning begins. This Checklist is utilized during each advising meeting to track the student's progress in completing all required prerequisite courses and once completed and signed, it will be added to the application packet in the student's file.

3. **ACADEMIC REQUIREMENTS**

1. Completion of a minimum of 60 credit hours of undergraduate college coursework; including all 43 credit hours of required LE courses, with LE 300\* (or equivalent or an earned AA or AS degree).
2. A cumulative undergraduate Grade Point Average (GPA) of 2.50 or higher on a 4 point scale. Cumulative GPA is a calculation of all undergraduate grades shown on all transcripts; considered during the application review. A 2.5 GPA must be maintained throughout the Program. If GPA falls below 2.5, this may result in dismissal from the Program.
3. Completion of the following courses (or equivalent), with a grade of C or better: SO 141 Introduction to Sociology; PS 101 Introduction to Psychology; MA 120 Basic Concepts of Statistics; SW 205 Introduction to Social Work; SO 302 The Study of the Family; PS 309 Human Sexuality; EN 306B Business Communications; SW 325 Human Diversity and Social Justice; SW 330 Social Welfare Policy and Programs; and two consecutive Modern Language courses. BSW Application Packet may be submitted one term prior to completing EN 306B, SO 302, PS 309, SW 325, SW 330 or 2nd ML; but are not considered for 'Full' admission until all courses are completed.
4. Integrative seminar for social work minors, requires 40 hours of service learning where students may apply skills learned in the classroom in a structured human service setting, military base, etc. This capstone course must be taken in the last semester before graduation.

4. **APPLICATION SUBMISSION**

All application materials must be submitted to the Department of Social Work, no later than Fall semester of the student's Junior year, for admission consideration for the following academic year. Once the application packet is submitted to the SW Office, it becomes the property of the Department and its content will not be returned to the applicant under any circumstances, including reference letters.

5. **APPLICATION REVIEW**

The Review is conducted by the BSW Admission & Review Committee. In evaluating applicants, Committee reviewers consider the applicant's: academic performance; GPA; participation and performance in SW courses; written and verbal communication skills; applicant's commitment to social work and suitability for the profession; work and volunteer experiences; and references. A personal interview may be required. The Committee determines the applicant's admission status as either: Full, Provisional, Probationary, Deferred or Denied. The BSW Program Director shares admission decision with applicant via student's Park email. Once Full admission status is earned, a letter on Park letterhead, is mailed to the student's "current address" listed on the application. In accordance with CSWE accreditation standards, the BSW Program does not grant course credit for life experience or previous work experience. However, these experiences are carefully considered during the application review process. Therefore, make sure to clearly note these experiences on your résumé.

## **Requirements For: B.S.W. Major – 45 hours, 2.5 gpa, Grade of C or better**

### **Core Curriculum**

*(S.W. Major, pre-application to BSW Program)*

- PS 309 - Human Sexuality **Credits: 3**

- SO 302 - The Study of the Family **Credits: 3**
- SW 205 - Introduction to Social Work **Credits: 3**
- SW 325 - Human Diversity and Social Justice **Credits: 3**
- SW 330 - Social Welfare Policy and Programs **Credits: 3**

## **Core Curriculum**

*(S.W. Major, post admission to BSW Program)*

- SW 400 - Human Behavior in the Social Environment I **Credits: 3**
- SW 405 - Human Behavior and Social Environment II **Credits: 3**
- SW 406 - Social Work Research **Credits: 3**
- SW 407 - Social Work Practice II: Groups **Credits: 3**
- SW 409 - Social Work Practice I: Individuals and Families **Credits: 3**
- SW 410 - Social Work Practice III: Organizations and Communities **Credits: 3**
- SW 420 - Generalist Field Education I **Credits: 3**
- SW 430 - Generalist Field Education II **Credits: 3**
- SW 493 - Multidimensional Assessment in Generalist Practice **Credits: 3**
- SW 492 - Ethical Practice & Professional Behavior in Social Work **Credits: 3**

## **Notes:**

Conditional Admission to the BSW program (referred to as Pre-Major status). Students who have successfully completed Criteria 1 through 3 may be conditionally admitted to the BSW program and begin taking those social work courses not restricted to social work majors. Full admission to the major is contingent upon completion of Criteria 1 through 5. Students who have met the pre-requisites may apply to the BSW program by the end of fall semester with approval from the student's social work advisor and, if admitted, may begin taking upper level social work courses the following spring.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**



Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300-400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A ,EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104 ;GE 103 and GE 104; SP 103 and SP 104 or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201; or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 202 or GE 202 or SP 202 or transfer equivalent

## **Additional Requirements**

Park University grants the Bachelor of Social Work upon completion of the following requirements:

- Completion of a minimum of 122 semester hours with a cumulative 2.5 GPA (or higher dependent on major).
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

- Application to BSW Program required.

## **Social Work, Minor**

### **Requirements For: Social Work Minor – 18 hours, C or better**

40 hours of service learning in a human service agency.

- PS 309 - Human Sexuality **Credits:** 3
- SO 302 - The Study of the Family **Credits:** 3
- SW 205 - Introduction to Social Work **Credits:** 3
- SW 325 - Human Diversity and Social Justice **Credits:** 3
- SW 330 - Social Welfare Policy and Programs **Credits:** 3
- SW 450 - Integrative Seminar for SW Minor **Credits:** 3 (Capstone)

### **Note:**

All of the required courses for the Social Work minor must be completed with a grade of C or better prior to enrollment in SW 450, which is the capstone course for the SW minor.

## **College of Liberal Arts and Sciences**

8700 NW River Park Drive – Box 58  
Parkville, MO 64152  
(816) 584-6480  
[www.park.edu/academics](http://www.park.edu/academics)

## **School of Humanities**

## **College of Liberal Arts and Sciences: School of Humanities**

James F. Pasley, Ph.D., *Dean, College of Liberal Arts and Sciences*

### **Mission Statement**

The mission of the School of Humanities at Park University is to prepare graduates who are articulate, literate, reflective, and committed to a lifetime of learning and civic action. The School of Humanities of Park University will be a leader in the education of students who will have an appreciation for the creative energies of all cultures, and a well-defined sense of global activity and justice.

## **English and Modern Languages**

### **English, B.A.**

## Requirements For: B .A. Major – 43 Hours, 2.0 GPA

English majors develop critical practices in reading, writing, and thinking, in order to promote creative and humanist responses to literature, life, and intellectual endeavor. The English program encourages students to explore many facets of human nature and culture through the study of literature, development of analytical reading and reasoning skills, and the articulate use of oral and written language. English majors complement a core curriculum focused on methods, rhetoric, and theory with courses in literature and writing. Working with an English adviser, each student creates a personalized curriculum, tailored to his or her interests and goals.

Students who wish to earn secondary certification to teach English should pursue a double major in education (B.S.E.) and English (B.A.).

### Core Curriculum 16 cr.

- EN 205 - Introduction to English Studies **Credits: 3**
- EN 307 - Professional Writing in English Studies **Credits: 3**
- EN 370 - History and Practice of Rhetoric **Credits: 3**
- EN 380 - Literary Theory and Criticism **Credits: 3**
- EN 485 - Senior Portfolio **Credits: 1**
- EN 490 - Capstone Seminar **Credits: 3**

### Nine hours selected from the following

(six hours must be 300-level or above)

- EN 201 - Introduction to Literature **Credits: 3**
- EN 221 - African-American Literature **Credits: 3**
- EN 232 - Introduction to Poetry **Credits: 3**
- EN 234 - Introduction to Fiction **Credits: 3**
- ML 251 - Heroes and Rebels in Early European Literature **Credits: 3**
- EN 304 - Special Topics in Language and Literature **Credits: 3** (*must be designated literature-focused*)
- EN 315 - Knights and Ladies, Priests and Peasants **Credits: 3**
- EN 316 - Revolution and Empire: British Literature from 1660-1900 **Credits: 3**
- EN 317 - American Literature from Puritans to Abolitionists **Credits: 3**
- EN 318 - Dreams and Identities: American Literature from 1865 to Today **Credits: 3**
- EN 320 - Adolescent Literature **Credits: 3**
- EN 324 - Modern British and European Literature **Credits: 3**
- EN 340 - Shakespeare Then and Now **Credits: 3**
- EN 341 - Literature and Film **Credits: 3**
- EN 355 - International Literature **Credits: 3**
- EN 356 - Women's Literature **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**

### Nine hours selected from the following

(six hours must be 300-level or above)

- EN 204 - Writing for Online Environments **Credits: 3**
- EN 207 - Professional and Technical Editing **Credits: 3**

- EN 231 - Introduction to Language **Credits: 3**
- EN 304 - Special Topics in Language and Literature **Credits: 3** (*must be designated writing-focused*)
- EN 306A - Scientific and Technical Writing **Credits: 3**
- EN 306B - Business Communications **Credits: 3**
- EN 306C - Writing and Research in Your Academic Field **Credits: 3**
- EN 311 - Creative Writing **Credits: 3**
- EN 325 - Modern Grammar **Credits: 3**
- EN 354 - Reading and Writing Nonfiction Prose **Credits: 3**
- EN 387 - Theory and Teaching of Writing **Credits: 3**
- EN 411 - Advanced Creative Writing **Credits: 3**

### **Nine hours of EN elective**

**(six hours must be 300-level or above)**

*Elective credit hours may come from any EN prefix course*

### **Note:**

**\*\*For those students wishing to teach English: See also Bachelor of Science in Education**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

### **Spanish, B.A.**

#### **Requirements For: B.A. Major – 42 hours, 2.0 GPA**

The Spanish Major is designed to assist students in the acquisition of this language as a tool of communication to be utilized in the local, national, and global communities. Along with the study of the Spanish language, the study of the Hispanic and indigenous cultures is an integral part of the program. The emphasis of this program is cultural studies and the development of skills for communication in the present day world. The study of literature will serve as a vehicle to a better understanding of the language and culture.

Students with two years of high school Spanish are encouraged to start their studies at the 200-level. Credit for Elementary Spanish I and II may be granted by examination, i.e. AP or "end-of-course examination." The Modern Language Placement test may be utilized for students who are uncertain about the appropriate starting point for their studies.

- SP 201 - Intermediate Spanish I **Credits: 3**
- SP 202 - Intermediate Spanish II **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**
- SP 295 - Intermediate Spanish Composition **Credits: 3**
- SP 301 - Advanced Spanish Conversation **Credits: 3**
- SP 302 - Advanced Grammar and Composition **Credits: 3**
- SP 311 - Culture and Civilization of Spain **Credits: 3**
- SP 312 - Cultures and Civilization of Spanish America and the Hispanic Caribbean **Credits: 3**
- SP 322 - Reading Cervantes' Masterpiece: Don Quixote **Credits: 3**
- SP 394 - Introduction to the Literature of Spain **Credits: 3**
- SP 395 - Introduction to the Literatures of Spanish America and the Hispanic Caribbean **Credits: 3**
- SP 399 - The Major Capstone Project **Credits: 3**

(Native or near native speakers and students with a score above 300 on the Spanish Placement Test, may substitute SP 201 and SP 202 by taking two electives from the list below.)

### **Electives 6 cr.**

- EN 355 - International Literature **Credits: 3**
- EN 324 - Modern British and European Literature **Credits: 3**
- ML 251 - Heroes and Rebels in Early European Literature **Credits: 3**
- ML 315 - Selected Topics in Literature and Culture **Credits: 3**
- SP 310 - Independent Readings in Spanish **Credits: 1-3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- SP 384 - Professional Service Learning Experience for Spanish **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

**Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

**Social Science Requirement 6 cr.**



Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).

- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Professional and Technical Writing, Certificate**

Offered fully online, the certificate in professional and technical writing offers students an additional employment qualification for careers in the sciences, technical industries, the military, technical and professional writing and editing, and other professional environments requiring effective communication skills. The certificate offers training in professional and technical writing genres, skills in both print and digital writing, and editing skills for professional and technical documents.

### **Requirements for Certificate - 12 Hours, 2.0 G.P.A.**

- EN 204 - Writing for Online Environments **Credits: 3**
- EN 207 - Professional and Technical Editing **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3 \***
- EN 306B - Business Communications **Credits: 3 \***

Note:

\*EN 306A and EN 306B require EN 105 and EN 106 as prerequisites.

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **English, Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- EN 201 - Introduction to Literature **Credits: 3**
- 200 Level EN Electives **Credits: 6**
- 300 Level EN Electives **Credits: 9**

**Total 18 cr.**

## **Professional and Technical Writing, Minor**

The minor in Professional and Technical Writing, which is offered entirely online, presents students with an opportunity to explore writing that is geared specifically toward the workplace. In addition to studying general practices of analytical composition, students will focus on conventions of business, technical, and online writing.

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- EN 204 - Writing for Online Environments **Credits: 3**
- EN 207 - Professional and Technical Editing **Credits: 3**
- EN 231 - Introduction to Language **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3**
- EN 306B - Business Communications **Credits: 3**
- EN 384 - Professional Learning Experience for English **Credits: 3**

## **Spanish, Minor**

### **Requirements For: Minor – 18 hours, 2.5 gpa**

The Spanish Minor is designed to assist students in gaining proficiency in oral and written communication in this world language, along with a solid understanding of Hispanic cultures. Students majoring in Business Administration with an International Business emphasis and English with a Language and Literature concentration should consider the completion of this minor.

### **Minor Tracks in Spanish:**

#### **Culture Track 18 cr.**

- SP 201 - Intermediate Spanish I **Credits: 3**
- SP 202 - Intermediate Spanish II **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**
- SP 295 - Intermediate Spanish Composition **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- plus one 300-level SP elective in a cultural and/or literary topic **Credits: 3**

#### **Business Track 18 cr.**

- SP 203 - Business Spanish I **Credits: 3**
- SP 204 - Business Spanish II **Credits: 3**
- SP 205 - Issues in International Business **Credits: 3**
- SP 294 - Intermediate Spanish Conversation **Credits: 3**
- SP 320 - U.S. Latino Cultures and Literatures **Credits: 3**
- SP 384 - Professional Service Learning Experience for Spanish **Credits: 3**

## Note:

**\*\*For those students wishing to teach K-12 Spanish: See also Bachelor of Science in Education.**

**B.S.E. in Secondary Education – MAJOR 53-55 Hours**

**2.75 Cum G.P.A.**

**2.75 Core G.P.A.**

# Communication, Journalism, Public Relations

## Communication Studies, B.A.

### Communication, B.A.

The Department of Communication, Journalism and Public Relations offers two related majors.

1. Multimedia Journalism and Public Relations
2. Communication Studies

These majors are designed to prepare students for success in professional fields and/or graduate study. Students do this in an environment which combines hands-on learning with great ideas. The program is designed as an extension of the liberal arts approach of Park University because the liberal arts approach is perfect for journalism and communication education in these dynamic times. In the liberal arts environment a student learns to think, to lead, to innovate, to appreciate, to criticize and to develop a deeper sense of what it is to be a citizen of the world and the community.

Students will be actively involved in each of the professions during their academic careers. They may write, design, edit or photograph for the student newspaper, The Stylus, or hold an air shift for the student radio stations, KGSP-FM. They may be actively involved in public relations campaigns and they may become campus leaders through the Communication Connection.

### Requirements For: B.A. Major – 45 Hours, 2.0 GPA

- CA 200 - Interviewing Theories and Practice **Credits: 3**
- CA 218 - Public Relations **Credits: 3**
- CA 224 - Digital Media Skills **Credits: 3**
- CA 237 - Introduction to Organizational Communication **Credits: 3**
- CA 302 - Communication Ethics and Law **Credits: 3**
- CA 309 - Training in Organizations **Credits: 3**
- CA 321 - Interpersonal Conflict Solution **Credits: 3**
- CA 322 - Media Analysis and Criticism **Credits: 3**
- CA 327 - Persuasive Communication **Credits: 3**
- CA 348 - Theories of Communication **Credits: 3**
- CA 382 - Communication Research Methods **Credits: 3**
- CA 405 - Communication and Gender **Credits: 3**
- CA 475 - Case Studies in Communication Leadership **Credits: 3**
- CA 490 - Professional Learning Experience **Credits: 3-6**
- CA 491 - Senior Research Project **Credits: 3**

## **Required Minor 18 cr.**

**Choose a minor from a different discipline.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Multimedia Journalism and Public Relations, B.A.**

### **Communication, B.A.**

The Department of Communication, Journalism and Public Relations offers two related majors.

1. Multimedia Journalism and Public Relations
2. Communication Studies

These majors are designed to prepare students for success in professional fields and/or graduate study. Students do this in an environment which combines hands-on learning with great ideas. The program is designed as an extension of the liberal arts approach of Park University because the liberal arts approach is perfect for journalism and communication education in these dynamic times. In the liberal arts environment a student learns to think, to lead, to innovate, to appreciate, to criticize and to develop a deeper sense of what it is to be a citizen of the world and the community.

Students will be actively involved in each of the professions during their academic careers. They may write, design, edit or photograph for the student newspaper, The Stylus, or hold an air shift for the student radio stations, KGSP-FM. They may be actively involved in public relations campaigns and they may become campus leaders through the Communication Connection.

### **Requirements For: B.A. Major – 48 Hours, 2.0 GPA**

- CA 202 - Fundamentals of Writing for Media **Credits: 3**

- CA 203 - Multimedia Practicum I: Content Development **Credits: 3**
- CA 218 - Public Relations **Credits: 3**
- CA 224 - Digital Media Skills **Credits: 3**
- CA 241 - Photography I **Credits: 3**
- CA 302 - Communication Ethics and Law **Credits: 3**
- CA 303 - Multimedia Practicum II: Editing and Strategic Communication **Credits: 3**
- CA 316 - Writing and Reporting on Multiple Platforms **Credits: 3**
- CA 319 - Writing for Feature, Public Relations, and Documentary **Credits: 3**
- CA 320 - Global and Civic Reporting **Credits: 3**
- CA 322 - Media Analysis and Criticism **Credits: 3**
- CA 324 - Advanced Multimedia Production **Credits: 3**
- CA 326 - Editing and Design for Media and Public Relations **Credits: 3**
- CA 348 - Theories of Communication **Credits: 3**
- CA 382 - Communication Research Methods **Credits: 3**
- CA 403 - Multimedia Practicum III: Major Project in Journalism, Photography or Public Relations **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216



### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Organizational Communication, B.A.**

### **Requirements For: B.A. Major – 45 Hours, 2.0 gpa**

The major in Organizational Communication serves a broad spectrum of professions in contemporary corporate, government, and non-profit environments. Career choices include management, training, development, human resources, consulting, or related fields.

## Required Courses

- CA 104 - Interpersonal Communication I **Credits: 3**
- CA 200 - Interviewing Theories and Practice **Credits: 3**
- CA 233 - Introduction to Leadership **Credits: 3**
- CA 235 - Multicultural Communication **Credits: 3**
- CA 301 - Interpersonal Communication II **Credits: 3**
- CA 302 - Communication Ethics and Law **Credits: 3**
- CA 322 - Media Analysis and Criticism **Credits: 3**
- CA 348 - Theories of Communication **Credits: 3**
- CA 382 - Communication Research Methods **Credits: 3**
- CA 392 - Organizational Leadership **Credits: 3**
- CA 402 - Organizational Communication **Credits: 3**
- CA 451 - Communication and Leadership in Groups and Teams **Credits: 3**
- CA 475 - Case Studies in Communication Leadership **Credits: 3**
- CA 491 - Senior Research Project **Credits: 3**

## Electives 6 cr.

Select six hours of communication courses

## Liberal Education Requirements

### Student Seminar 3 cr.

LE 100 First-Year Seminar

### Writing Seminar 6 cr.

EN 105 and EN 106

### Math Requirement 3 cr.

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### Ethics Requirement 3 cr.

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### Humanities Requirement 6 cr.

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

## **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

## **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Global Communication, Certificate**

The Certificate in Global Communications is designed for those who wish to enter or enhance their careers in communication (advertising, public relations, journalism), human resources, business, sales, and marketing. It will also be useful for those pursuing a career or graduate school in the arts and humanities (English, fine arts, social sciences).

## Benefits:

- **Knowledge:** An understanding of the challenges of crosscultural communications; An understanding of cultures and philosophies that underlie international communication styles; An understanding of the connectivity of international communities.
- **Attitudes:** An appreciation for differing communication styles and techniques.
- **Skills:** Communication skills (successfully connecting with culturally diverse audiences); Analytical skills (in examining communication styles and techniques).

## Requirements For: Certificate – 12-18 Hours, 2.0 GPA

### Core Course: 3 cr.

- CA 235 - Multicultural Communication **Credits:** 3

### Elective Courses: 9-15 cr.

*6 cr maximum allowed in any one discipline.*

- CA 321 - Interpersonal Conflict Solution **Credits:** 3
- CA 475 - Case Studies in Communication Leadership **Credits:** 3
- EN 355 - International Literature **Credits:** 3
- GGH 110 - Cultural Geography **Credits:** 3
- IB 302 - International Business Culture **Credits:** 3
- LE 300E - Arab and Muslim Women's Writing **Credits:** 3
- LE 300O - Peace Journalism **Credits:** 3
- MK 395 - International Marketing **Credits:** 3
- PS 361 - Cross-Cultural Psychology **Credits:** 3
- Study Abroad course **Credits:** 3
- International Immersion Experience through the School of Business **Credits:** 3-6

## Additional Requirements

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## Journalism, Minor

## Requirements For: Minors – 24 Hours, 2.0 GPA

- CA 202 - Fundamentals of Writing for Media **Credits: 3**
- CA 224 - Digital Media Skills **Credits: 3**
- CA 316 - Writing and Reporting on Multiple Platforms **Credits: 3**
- CA 319 - Writing for Feature, Public Relations, and Documentary **Credits: 3**
- CA 320 - Global and Civic Reporting **Credits: 3**
- CA 324 - Advanced Multimedia Production **Credits: 3**
- CA 302 - Communication Ethics and Law **Credits: 3**

**Choice of:**

- CA 203 - Multimedia Practicum I: Content Development **Credits: 3**
- CA 303 - Multimedia Practicum II: Editing and Strategic Communication **Credits: 3**
- CA 403 - Multimedia Practicum III: Major Project in Journalism, Photography or Public Relations **Credits: 3**

**Note:**

*Successful Senior Portfolio required for graduation*

**Leadership, Minor**

**Requirements For: Minor – 18 hours, 2.0 gpa**

The interdisciplinary leadership minor offered by the Department of Communication, Journalism, and Public Relations develops leaders who are prepared for lifelong learning in the area of leadership practice and skill development. Students completing the minor will communicate effectively, be creative, and have the interpersonal and organizational skills to excel in the complex organizations of a global society.

**Core**

- CA 233 - Introduction to Leadership **Credits: 3**
- CA 235 - Multicultural Communication **Credits: 3**
- CA 493 - Leadership for Civic Engagement **Credits: 3**

**Electives 6 cr.**

Choose two of the following, not from the same discipline.

- CA 475 - Case Studies in Communication Leadership **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PC 321 - Interpersonal Conflict Resolution **Credits: 3**
- PS 341 - Positive Psychology **Credits: 3**
- PS 301 - Social Psychology **Credits: 3**

**Total 18 cr.**

**Note:**

And other courses upon approval of advisor and department

## **Organizational Communication, Minor**

### **Requirements For: Minor – 18 hours, 2.5 gpa**

- CA 200 - Interviewing Theories and Practice **Credits: 3**
- CA 402 - Organizational Communication **Credits: 3**
- CA 451 - Communication and Leadership in Groups and Teams **Credits: 3**
- CA 475 - Case Studies in Communication Leadership **Credits: 3**
- Two Upper Division Communication Electives **Credits: 6**

## **Peace Studies, Minor**

Peace Studies students at Park University will benefit from an interdisciplinary education that features multi-layered perspectives on global issues, conflict, non-violence, positive peace, and peacebuilding. Students will enhance their research, writing, storytelling, and analytical skills in their classes and through work in the field. The Peace Studies Minor will provide students with the tools to become active world citizens working towards positive social change in their communities and the world. Students will be challenged to think outside of their academic majors, and to create pragmatic, empathetic strategies and solutions to address sources of conflict and violence.

### **Requirements For: Minor - 18 Hours, 2.0 GPA**

- CA 235 - Multicultural Communication **Credits: 3**
- LE 300O - Peace Journalism **Credits: 3**
- LE 300AA - Strategic Peacebuilding **Credits: 3**
- PC 202 - Introduction to Peace Studies **Credits: 3**

### **Capstone**

Select one of the following

- CA 490 - Professional Learning Experience **Credits: 3-6**
- CA 491 - Senior Research Project **Credits: 3**
- CA 493 - Leadership for Civic Engagement **Credits: 3**
- CA 404 - Seminar: Special Topics in Communication Arts **Credits: 3**  
\*\*Capstone: Peace Internship or Practicum or Research Project or Special Topics or Study Abroad. The capstone will be tailored to meet the individual student needs.

### **Elective 3 cr.**

Select one of the following

- CA 321 - Interpersonal Conflict Solution **Credits: 3**
- PO 216 - International Relations **Credits: 3**
- SW 325 - Human Diversity and Social Justice **Credits: 3**
- Any course approved by Peace Studies Program Coordinator **Credits 3**



## **Public Relations, Minor**

### **Requirements For: Minor - 18 Hours, 2.0 GPA**

- CA 202 - Fundamentals of Writing for Media **Credits: 3**  
or
- EN 204 - Writing for Online Environments **Credits: 3**
  
- CA 218 - Public Relations **Credits: 3**
  
- CA 224 - Digital Media Skills **Credits: 3**  
or
- CA 225 - Online Content Creation **Credits: 3**
  
- CA 302 - Communication Ethics and Law **Credits: 3**
- CA 348 - Theories of Communication **Credits: 3**

### **Select One**

Select one of the following:

- CA 318 - Public Relations II **Credits: 3**
  
- CA 380 - Advertising **Credits: 3**  
or
- MK 380 - Advertising **Credits: 3**
  
- CA 382 - Communication Research Methods **Credits: 3 \***
- CA 490 - Professional Learning Experience **Credits: 3-6**

### **Note:**

\* Communication Studies Majors cannot choose CA 382.

## **Art & Design**

### **Fine Art, B.A.**

### **Requirements For: B.A. Major – 48 Hours, 2.5 GPA**

The goal of the Fine Art program is to provide an excellent educational experience that develops technical skills, critical and aesthetic judgment, and a sound knowledge of the visual arts appropriate to the students seeking a general appreciation of the arts as well as to aspiring fine arts professionals. The faculty engage students in the discipline of visual art as a major component in the liberal arts tradition including studio practice and art history. Students complete a common group of foundation and art history courses and then choose an emphasis area to develop a solid yet individualized program.

Students who wish to earn certification to teach K-12 art education declare a double major in education (BSE) and fine art (BA).

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 140 - Drawing I **Credits: 3**
- AR 142 - Two-Dimensional Design: Black & White Basic **Credits: 3**
- AR 143 - Three-Dimensional Design **Credits: 3**
- AR 144 - Color Theory **Credits: 3**
- AR 215 - Art History I **Credits: 3**
- AR 216 - Art History II **Credits: 3**
- AR 218 - Graphic Design Software **Credits: 3**
- AR 240 - Drawing II **Credits: 3**
- AR 241 - Photography I **Credits: 3**
- AR 280 - Painting I **Credits: 3**
  
- AR 221 - Ceramics I **Credits: 3**  
or
- AR 270 - Fiber I **Credits: 3**
  
- AR 316 - Modern Art **Credits: 3**
- AR 497 - Senior Seminar in Fine Art **Credits: 3**

### **Upper Level Studio Electives 6 cr.**

Select 300/400 level courses in Photography, Painting, Drawing, Fiber, Ceramics, Internships, Independent Study, Special Topics, and Study Abroad

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Fine Art, B.F.A.**

### **Requirements For: B .F.A. Major – 75 Hours, 2.5 GPA**

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 140 - Drawing I **Credits: 3**
- AR 142 - Two-Dimensional Design: Black & White Basic **Credits: 3**
- AR 143 - Three-Dimensional Design **Credits: 3**
- AR 144 - Color Theory **Credits: 3**
- AR 215 - Art History I **Credits: 3**
- AR 216 - Art History II **Credits: 3**
- AR 218 - Graphic Design Software **Credits: 3**
- AR 221 - Ceramics I **Credits: 3**
- AR 240 - Drawing II **Credits: 3**
- AR 241 - Photography I **Credits: 3**
- AR 270 - Fiber I **Credits: 3**
- AR 280 - Painting I **Credits: 3**
- AR 316 - Modern Art **Credits: 3**
  
- AR 317 - World Art **Credits: 3**  
or
- LE 300L - World Art **Credits: 3**
  
- AR 340 - Drawing III **Credits: 3**
- AR 380 - Painting II **Credits: 3**
- AR 490 - Senior Studio in Fine Art **Credits: 3**
- AR 497 - Senior Seminar in Fine Art **Credits: 3**

### **Upper Level Studio Electives 18 cr.**

Select 300/400 level courses in Photography, Painting, Drawing, Fiber, Ceramics, Internships, Independent Study, Special Topics, and Study Abroad

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

**Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

**Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Graphic Design, B.F.A.**

### **Requirements For: B .F.A. Major – 66 Hours, 2.0 GPA**

Students majoring in Graphic Design produce most of their work in the digital environment of Park University's fully equipped Macintosh studio. Today, most artists earn a living by producing a wide range of visual materials for publication. Graphic Design students learn visual communication, typography, layout, illustration and photography while building professional quality design portfolios. Instruction models conditions in the professional environment. Internship opportunities in graphic design firms and other professional settings provide real world experience and a transition to the world beyond the campus.

### **Freshman Core:**

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 140 - Drawing I **Credits: 3**

- AR 142 - Two-Dimensional Design: Black & White Basic **Credits:** 3
- AR 143 - Three-Dimensional Design **Credits:** 3
- AR 144 - Color Theory **Credits:** 3

### **Graphic Design:**

- AR 216 - Art History II **Credits:** 3
- AR 218 - Graphic Design Software **Credits:** 3
- AR 231 - Graphic Design Studio I **Credits:** 3
- AR 240 - Drawing II **Credits:** 3
- AR 241 - Photography I **Credits:** 3
- AR 280 - Painting I **Credits:** 3
- AR 300 - Graphic Design Principles II: Typography & Design **Credits:** 3
- AR 316 - Modern Art **Credits:** 3
- AR 319 - History of Graphic Design **Credits:** 3
- AR 328 - Graphic Design Principles: Identity **Credits:** 3
- AR 331 - Graphic Design Studio II: Computer Imaging **Credits:** 3
- AR 418 - Graphic Design Studio III: Advanced Typography **Credits:** 3
- AR 427 - Web Page Design: Digital Environment **Credits:** 3
- AR 496 - Graphic Design Studio VI: Senior Studio/Portfolio **Credits:** 3

### **Electives**

#### **(9 hours from the following)**

- AR 313 - Independent Study in Art or Design **Credits:** 1-6
- AR 315 - Special Topics in Art or Design **Credits:** 1-3
- AR 335 - 3D Animation for Design **Credits:** 3
- AR 341 - Photography II **Credits:** 3
- AR 415 - Internship in Art or Design **Credits:** 3-6
  
- MK 380 - Advertising **Credits:** 3  
or
- CA 380 - Advertising **Credits:** 3
  
- CS 144 - Beginning Programming with Multimedia Projects **Credits:** 3  
or
- CS 151 - Introduction to Programming **Credits:** 3

**Total 66 cr.**

### **Portfolios**

All graduating art and design majors are required to individually document (either by means of color slide photography or digital photography) selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. These slides, CDs, zip disks, etc. will remain the property of the Department of Art, Design and Interdisciplinary Studies.



## **Art Supplies**

Art and Design majors must plan, when preparing their yearly educational budgets, to spend at least \$250 per semester on art supplies. All studio art courses require varying amounts of personal equipment and supplies. Studio fees collected at registration for some art courses provide only a portion of the supplies needed. Supply lists will be provided on the first day of classes.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.

- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Interior Design, B.F.A.**

### **Requirements For: B.F.A. Major – 78 hours, 2.5 gpa**

"The professional interior designer is qualified by education, experience and examination to enhance the function and quality of interior spaces for the purpose of improving the quality of life, increasing productivity and protecting the health, safety and welfare of the public." (Council for Interior Design Accreditation)

Students majoring in Interior Design at Park University combine the common body of knowledge in interior design with the intellectual development found in a liberal arts education. A sequence of design studios and graphic communications studios with supporting lecture courses provides the practical content integral to the profession. Park University education, combined with work experience, will enable students to sit for the National Council for Interior Design Qualifications examination and become registered interior designers.

### **Freshman Core**

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 140 - Drawing I **Credits: 3**
- AR 142 - Two-Dimensional Design: Black & White Basic **Credits: 3**
- AR 143 - Three-Dimensional Design **Credits: 3**
- AR 144 - Color Theory **Credits: 3**

### **Interior Design Curriculum**

- AR 218 - Graphic Design Software **Credits: 3**
- AR 282 - Visual Communications I **Credits: 3**
- AR 283 - Introduction to Interior Design **Credits: 3**
- AR 288 - Visual Communications II **Credits: 3**
- AR 289 - Fundamentals of Interior Design **Credits: 3**
- AR 290 - Interior Design Materials and Resources **Credits: 3**
- AR 296 - Textiles for Interior Design **Credits: 3**
- AR 298 - History of the Designed Environment: Antiquity to Mid-Nineteenth Century **Credits: 3**
- AR 382 - Drawing Systems I **Credits: 3**
- AR 383 - Furniture Design **Credits: 3**
- AR 388 - Drawing Systems II **Credits: 3**
- AR 389 - Commercial Interiors **Credits: 3**
- AR 390 - History of the Designed Environment: Mid-Nineteenth Century to the Present **Credits: 3**
- AR 392 - Human Factors in Interior Design **Credits: 3**
- AR 393 - Lighting Fundamentals for Interior Design **Credits: 3**
- AR 491 - Interior Design Professional Practice **Credits: 3**
- AR 495 - Building Construction Systems **Credits: 3**
- AR 498 - Senior Studio: Directed Topics and Research **Credits: 3**

- AR 499 - Senior Seminar: Thesis Project, Portfolio and Exhibition. **Credits: 3**
- Art and Design Electives **Credits: 6**

**Total 78 cr.**

## **Portfolios:**

All graduating interior design majors are required to individually document, using appropriate supporting methods, selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. These portfolios will remain the property of the Department of Art and Design.

## **Art Supplies**

Interior Design majors must plan, when preparing their yearly educational budgets, to spend at least \$250 per semester on art supplies. All interior design courses require varying amounts of personal equipment and supplies. Supply lists will be provided on the first day of classes.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

### **Art History, Minor**

The Program Coordinator of Fine Art will serve as the advisor for students seeking this minor.

### **Requirements for: Minor – 18 Hours, 2.0 GPA**

*Six courses from any of the following:*

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 215 - Art History I **Credits: 3**
- AR 216 - Art History II **Credits: 3**
- AR 298 - History of the Designed Environment: Antiquity to Mid-Nineteenth Century **Credits: 3**
- AR 316 - Modern Art **Credits: 3**
- AR 317 - World Art **Credits: 3**
- AR 319 - History of Graphic Design **Credits: 3**
- AR 323 - Renaissance and Baroque Art **Credits: 3**
- AR 390 - History of the Designed Environment: Mid-Nineteenth Century to the Present **Credits: 3**
- HIS 203 - Introduction to Historic Preservation **Credits: 3**
- HIS 204 - Introduction to Museum Studies **Credits: 3**
- HIS 316 - Historical Material Conservation **Credits: 3**
- LE 300L - World Art **Credits: 3**

### **Note:**

In addition, AR 315 - Special Topics in Art or Design, when the topic is art historical; AR 313 - Independent Study in Art or Design, when the project developed between the student and the professor is art historical in nature; AR 415 - Internship in Art or Design, when the internship is in a museum or gallery setting, and Study Abroad courses, can be included in the 18 hours that make up this Minor.

### **Fine Art, Minor**

## **Requirements For: Minor – 21 Hours, 2.5 GPA**

### **Foundations:**

- AR 140 - Drawing I **Credits: 3**
- *Electives from Foundations courses within Art* **Credits: 3**

### **Introduction to Media:**

Select two of the following courses:

- AR 218 - Graphic Design Software **Credits: 3**
- AR 221 - Ceramics I **Credits: 3**
- AR 240 - Drawing II **Credits: 3**
- AR 241 - Photography I **Credits: 3**
- AR 270 - Fiber I **Credits: 3**
- AR 280 - Painting I **Credits: 3**

### **Art History and Theory:**

Select one course from the following:

- AR 215 - Art History I **Credits: 3**
- AR 216 - Art History II **Credits: 3**
- AR 316 - Modern Art **Credits: 3**

### **Studio Practice:**

An additional 6 hours from Intermediate or Advanced Studio courses in Painting, Drawing, Photography, Ceramics, Fiber or Special Topics

### **Note:**

**\*\*For those students wishing to teach K-12 Art: See also Bachelor of Science in Education**

### **Portfolios:**

All graduating art and design majors are required to individually document by means of digital photography selected examples of their best work. These final portfolios are to be submitted to their major advisors as part of their Senior Seminar. CDs of the portfolio will remain the property of the Department of Art, Design and Interdisciplinary Studies.

### **Art Supplies:**

Art and Design majors must plan, when preparing their yearly educational budgets, to spend at least \$300 per semester on art supplies. All studio art courses require varying amounts of personal equipment and supplies. Studio fees collected at registration for some art courses provide only a portion of the supplies needed. Supply lists will be provided on the first day of classes.

## **Graphic Design, Minor**

### **Requirements for: Minor – 21 Hours, 2.0 GPA**

#### **From the Freshman Core**

- AR 142 - Two-Dimensional Design: Black & White Basic **Credits: 3**
- AR 143 - Three-Dimensional Design **Credits: 3**
- AR 144 - Color Theory **Credits: 3**

#### **From the Graphic Design curriculum**

- AR 218 - Graphic Design Software **Credits: 3**
- AR 231 - Graphic Design Studio I **Credits: 3**
- AR 300 - Graphic Design Principles II: Typography & Design **Credits: 3**

#### **Select one of the following:**

- AR 328 - Graphic Design Principles: Identity **Credits: 3**
- AR 427 - Web Page Design: Digital Environment **Credits: 3**

#### **Note:**

\*Students required to pass any of these courses as part of their major must substitute them with other ART courses with the approval of the Art & Design department Chair.

## **Multidisciplinary Arts, Minor**

The minor in Multidisciplinary Arts provides an opportunity to explore artistic expression across a number of fields and disciplines. While engaging students in both the production and appreciation of artistic works, it also encourages them to extend their studies into either the performative or theoretical aspects of literature, theatre, visual art, history, communication, and music.

### **Requirements For: Minor – 18 hours, 2.0 gpa**

Students must choose at least six hours from each of the two areas. The selections must represent at least three different course prefixes (e.g., CA, EN, AR).

#### **Arts Appreciation at least 6 cr.**

- AR 115 - Introduction to the Visual Arts **Credits: 3**
- AR 215 - Art History I **Credits: 3**
- AR 298 - History of the Designed Environment: Antiquity to Mid-Nineteenth Century **Credits: 3**
- AR 316 - Modern Art **Credits: 3**
- EN 201 - Introduction to Literature **Credits: 3**
- EN 221 - African-American Literature **Credits: 3**



- EN 341 - Literature and Film **Credits: 3**
- HIS 316 - Historical Material Conservation **Credits: 3**
- ML 235 - Survey of European Literature **Credits: 3**
- MU 205 - Music Appreciation **Credits: 3**
- TH 100 - Introduction to Theatre **Credits: 3**

### **Studio Art and Performance at least 6 cr.**

- AR 140 - Drawing I **Credits: 3**
- AR 241 - Photography I **Credits: 3**  
or
- CA 241 - Photography I **Credits: 3**
- AR 218 - Graphic Design Software **Credits: 3**
- AR 221 - Ceramics I **Credits: 3**
- AR 270 - Fiber I **Credits: 3**
- AR 280 - Painting I **Credits: 3**
- CA 203 - Multimedia Practicum I: Content Development **Credits: 3**
- EN 311 - Creative Writing **Credits: 3**
- HIS 305 - The Art of Expression in Public History **Credits: 3**

## **International Center for Music**

Roger Kugler, D.M.A., *Director of International Center for Music*

James F. Pasley, Ph.D., *Dean, College of Liberal Arts and Sciences*

### **Mission:**

The International Center for Music at Park University trains and educates the next generation of accomplished musicians for careers in music at the highest level, in a focused and creative atmosphere with an international faculty of renowned excellence.

### **Vision:**

The International Center for Music at Park University will establish itself as one of the premier institutions for advanced study in musical performance.

## **Music Performance, Piano or Orchestral Strings, B.M.**

### **Requirements For: B.M. Major – 65 hours, 2.0 gpa**

The International Center for Music fosters the artistic exchange between master teacher performers, renowned young musicians, and internationally famous musicians/teachers. This truly unique program prepares students for careers as professional soloists, chamber and orchestral musicians in a European apprenticeship style with personalized attention in a caring and supportive environment. Admission is limited to selected students who demonstrate the highest level of musical potential and a commitment to succeed. The education of emerging world-class musicians is at the philosophical core of the Center's mission and the quality of that training crucial to great artistry. Music is an international language and enables all people to share in experiences that help shape

their culture and values. By involving the highest caliber artists of our generation as educators, the International Center for Music enables our students and audiences to experience the wealth of musical literature that has impacted generations of our global society. The program makes available, to the entire campus, surrounding community, and Kansas City Metro area, concerts and recitals throughout the year as part of its annual performance series featuring students, faculty, and guest artist. The Bachelor of Music in Performance and the Undergraduate Certificate in Performance programs are designed for students studying applied piano, and orchestral strings, woodwinds, and brass. Audition required for admission

### **Bachelor of Music in Performance (Applied emphasis in Piano, Violin, Viola or Cello)**

#### **Core Curriculum**

- MU 221 - Music Theory I **Credits:** 3
- MU 222 - Music Theory II **Credits:** 3
- MU 321 - Music Theory III **Credits:** 3
- MU 322 - Music Theory IV **Credits:** 3
- MU 345 - Music History: Medieval, Renaissance and Baroque **Credits:** 3
- MU 346 - Music History: Classic **Credits:** 3

**Total 18 cr.**

#### **APPLIED (Piano)**

- MU 290 - Applied Music **Credits:** 2 (4 semesters/8 cr. total)
- MU 490 - Applied Music **Credits:** 2 (4 semesters/8 cr. total)
- MU 230 - Performance **Credits:** 1 (4 semesters/4 cr. total)
- MU 430 - Performance **Credits:** 1 (4 semesters/4 cr. total)
- MU 120 - Chamber Music **Credits:** 1 (2 semesters/2 cr. total)
- MU 320 - Chamber Music **Credits:** 1 (2 semesters/2 cr. total)
- MU 355 - Orchestral Repertoire **Credits:** 1
- MU 356 - Orchestral Repertoire (Majors only) **Credits:** 1
- MU 280 - Orchestra **Credits:** 1
- MU 347 - Music History: Romantic **Credits:** 3
- MU 348 - Music History: 20th-century to Present **Credits:** 3
- MU 480 - Orchestra **Credits:** 1
- MU 455 - Orchestral Repertoire **Credits:** 1
- MU 456 - Orchestral Repertoire **Credits:** 1
- MU 449 - Music Management Workshop **Credits:** 1

**Total 47 cr.**

#### **APPLIED (Orchestral Strings-Violin, Viola, Cello)**

- MU 290 - Applied Music **Credits:** 2 (4 semesters/8 cr. total)
- MU 490 - Applied Music **Credits:** 2 (4 semesters/8 cr. total)
- MU 230 - Performance **Credits:** 1 (4 semesters/4 cr. total)
- MU 430 - Performance **Credits:** 1 (4 semesters/4 cr. total)
- MU 120 - Chamber Music **Credits:** 1 (2 semesters/2 cr. total)
- MU 320 - Chamber Music **Credits:** 1 (2 semesters/2 cr. total)

- MU 355 - Orchestral Repertoire **Credits:** 1
- MU 356 - Orchestral Repertoire (Majors only) **Credits:** 1
- MU 280 - Orchestra **Credits:** 1 (4 semesters/4 cr. total)
- MU 480 - Orchestra **Credits:** 1 (4 semesters/4 cr. total)
- MU 455 - Orchestral Repertoire **Credits:** 1
- MU 456 - Orchestral Repertoire **Credits:** 1
- MU 220 - Musicianship Development **Credits:** 1 (2 semesters/2 cr. total)
- MU 420 - Musicianship Development **Credits:** 1 (4 semesters/4 cr. total)
- MU 449 - Music Management Workshop **Credits:** 1

**Total 47 cr.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Liberal Education**

### **Liberal Arts, A.A**

#### **Requirements For: A .A. Major – 27 hours, 2.0 gpa**

- CS 140 - Introduction to Computers **Credits: 3**
- EN 201 - Introduction to Literature **Credits: 3**
- EN 317 - American Literature from Puritans to Abolitionists **Credits: 3**
- EN 318 - Dreams and Identities: American Literature from 1865 to Today **Credits: 3**
- HIS 104 - American History Survey Through the Civil War **Credits: 3**
- HIS 105 - American History Survey Since the Civil War **Credits: 3**
- PH 101 - Introduction to Philosophical Thinking **Credits: 3**
- PO 200 - American National Government **Credits: 3**
- RE 109 - World Religions **Credits: 3**

### **Liberal Education Requirements**

#### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

#### **Writing Seminar 6 cr.**

EN 105 and EN 106

#### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

#### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## **Citizenship and Service, Minor**

This minor is focused on civic engagement and service with Park's motto of *Fides et Labor* as its inspiration. It seeks to combine academic coursework with service to the community – be that at the local, national, or global level. Student activities in the community are integrated into the classroom to transform and enrich learning, and conversely, what students learn in the classroom can be applied in the community to encourage engaged and informed citizens.

Students can earn one (1) credit hour for every forty (40) hours of service work up to a maximum of 12 hours of academic credit in CE 200. A minimum of 120 hours of documented service work are required for this minor. Students are required to provide a portfolio of their civic engagement experience for evaluation.

## **Requirements for Minor - 18 Hours, 2.0 GPA**

- CE 200 - Civic Engagement **Credits:** 3-9
- CA 233 - Introduction to Leadership **Credits:** 3
- CA 493 - Leadership for Civic Engagement **Credits:** 3

## **Electives**

Choose 0-4 courses from the list below. The total number of courses needed depends upon the amount of civic engagement credit hours a student completes in the core.

- CA 235 - Multicultural Communication **Credits:** 3
- CA 392 - Organizational Leadership **Credits:** 3
- GGP 120 - Global Sustainability **Credits:** 3
- PA 331 - Public Organizations **Credits:** 3
- PA 380 - Public Service Values **Credits:** 3
- PC 321 - Interpersonal Conflict Resolution **Credits:** 3
- PO 200 - American National Government **Credits:** 3
- RE 109 - World Religions **Credits:** 3

- SO 206 - Social Issues in Contemporary Society **Credits: 3**

## **School of Natural, Applied, and Social Sciences**

### **College Of Liberal Arts and Sciences: School of Natural, Applied, and Social Sciences**

James F. Pasley, Ph.D., *Dean, College of Liberal Arts and Sciences*

#### **Mission Statement**

The mission of the School of Natural, Applied, and Social Sciences at Park University is to create opportunities for students to explore their place in the universe and their place in an increasingly technological society through excellence in teaching. The student will learn to appreciate science as a means of acquiring knowledge; scientific knowledge being the cumulative result of applying logic to sensory data for the purpose of developing theories that explain natural phenomena. We prepare students to be lifelong learners as scientists, teachers, researchers, health care professionals, as well as users and developers of technology. Our graduates will be inquisitive critical thinkers who are articulate, literate, and committed to action in their global community.

#### **Vision Statement**

The School of Natural, Applied, and Social Sciences will be a leader in the education of students who desire an understanding of the importance of ethical applications of science and technology to improve the condition of humanity and the biosphere.

## **Criminal Justice Administration**

### **Criminal Justice Administration, A.S.**

#### **Requirements For: A.S. Major – 27 Hours, 2.0 GPA**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 205 - Juvenile Justice System **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 231 - Introduction to Law Enforcement **Credits: 3**
- CJ 232 - Introduction to Corrections **Credits: 3**
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 311 - Criminal Investigation **Credits: 3**

**Total 27 cr.**

#### **Liberal Education Requirements**

**LE100 - First Year Seminar 3 cr.**



- LE 100 - First-Year Seminar **Credits:** 3

### **Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits:** 3
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits:** 3

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits:** 3
- MA 125 - Intermediate Algebra **Credits:** 3
- MA 208 - Discrete Mathematics **Credits:** 3

### **Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

### **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

# **Criminal Justice Administration, Corrections Concentration, B.A.**

## **Criminal Justice Administration, B.A.**

The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

### **Requirements for: B.A. Major – 45 Hours, 2.0 gpa**

#### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

#### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

### **Concentrations**

(One of the following areas)

- Law Enforcement
- Corrections
- Security

### **Corrections**

- CJ 232 - Introduction to Corrections **Credits: 3**
- CJ 231 - Introduction to Law Enforcement **Credits: 3**  
or
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 322 - Probation, Parole, and Community Corrections **Credits: 3**

### **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Criminal Justice Administration, Law Enforcement Concentration, B.A.**

### **Criminal Justice Administration, B.A.**

The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

### **Requirements for: B.A. Major – 45 Hours, 2.0 gpa**

#### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

#### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

## **Concentrations**

(One of the following areas)

- Law Enforcement
- Corrections
- Security

## **Law Enforcement**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**
- CJ 232 - Introduction to Corrections **Credits: 3**  
or
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 311 - Criminal Investigation **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Criminal Justice Administration, Security Concentration, B.A.**

### **Criminal Justice Administration, B.A.**



The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

## **Requirements for: B.A. Major – 45 Hours, 2.0 gpa**

### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

## **Concentrations**

(One of the following areas)

- Law Enforcement
- Corrections
- Security

## **Security**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**  
or
- CJ 232 - Introduction to Corrections **Credits: 3**
  
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 333 - Security Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Criminal Justice Administration, Corrections Concentration, B.S.**

### **Criminal Justice Administration, B.S.**

The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

### **Requirements for: B.S. Major – 45 Hours, 2.0 GPA**

#### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 441 - Senior Writing Project **Credits: 3**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

#### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

### **Concentrations**

(One of the following)

- Law Enforcement
- Corrections
- Security

## **Corrections**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**  
or
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 232 - Introduction to Corrections **Credits: 3**
- CJ 322 - Probation, Parole, and Community Corrections **Credits: 3**

**Total 45 cr.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Criminal Justice Administration, Law Enforcement Concentration, B.S.**

### **Criminal Justice Administration, B.S.**

The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

### **Requirements for: B.S. Major – 45 Hours, 2.0 GPA**

#### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 441 - Senior Writing Project **Credits: 3**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

#### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

### **Concentrations**

(One of the following)

- Law Enforcement
- Corrections
- Security

## **Law Enforcement**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**
- CJ 232 - Introduction to Corrections **Credits: 3**  
or
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 311 - Criminal Investigation **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**



Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Criminal Justice Administration, Security Concentration, B.S.**

### **Criminal Justice Administration, B.S.**

The major in Criminal Justice Administration is designed to provide a comprehensive understanding of the complete criminal justice system within society in the United States. There are three areas of concentration the student can choose from which to build on the core curriculum: Law Enforcement, Corrections, and Security. Providing a comprehensive understanding from a theoretical, philosophical, and practical perspective, the program provides a broad background for over 40 basic career opportunities in the criminal justice system, both in the public and private sectors, at the local, state, national, and international levels.

### **Requirements for: B.S. Major – 45 Hours, 2.0 GPA**

#### **Core Curriculum 24 cr.**

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**
- CJ 221 - Criminal Procedure **Credits: 3**
- CJ 300 - Agency Administration **Credits: 3**
- CJ 430 - Research in Criminal Justice **Credits: 3**
- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 441 - Senior Writing Project **Credits: 3**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

#### **Criminal Justice Electives 12 cr.**

(From Criminal Justice courses not in the Core or the Areas of Concentration: one 200-level course and three 300-level and/or 400-level courses, at least one of which must be 400-level courses)

### **Concentrations**

(One of the following)

- Law Enforcement
- Corrections
- Security

## **Security**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**  
or
- CJ 232 - Introduction to Corrections **Credits: 3**
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 333 - Security Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 114, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Terrorism and Homeland Security, Certificate**

The mission of the Undergraduate Certificate Program in Terrorism and Homeland Security is to provide students with a foundation for effective problem identification and solution management related to evolving terrorist threats and the protection of national interests. Through both theoretical and practical approaches, the certificate provides students with knowledge essential to homeland security issues, strategies, and planning. Certificate courses are chosen and developed to integrate knowledge in diverse fields of security, terrorism, and emergency management. The Certificate provides students with capabilities to develop practical solutions in managing natural and unnatural threats and emergency events, and to equip students to assist organizations in preparedness, response, recovery, and mitigation activities associated with both natural and manmade threats.

### **Requirements For: Certificate – 12 Hours, 2.5 GPA**

#### **Core Courses 6 cr.**

- CJ 233 - Introduction to Security **Credits: 3**
- CJ 251 - Terrorism and Domestic Preparedness **Credits: 3**

#### **Elective Courses 9 cr.**

- CJ 353 - Emergency Management **Credits: 3**
- CJ 355 - Homeland Security **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Unmanned Aerial System, Certificate**

### **Requirements for Certificate - 12 Hours, 2.5 GPA**

The mission of the Unmanned Aerial System (UAS)-Drone Applications Certificate is to prepare students to become Federal Aviation Administration (FAA) certified small Unmanned Aerial System (UAS) Remote Drone Pilots, who are trained to conduct safe, legal, and effective aerial flight operations within the National Airspace System. The core courses supporting this certificate are designed to instruct Remote Drone Pilots in how to fly mission driven and incident-free sorties, and effectively capture/record and post-process aerial imagery.

Note: Students who successfully complete the UAS107 Commercial Drone Pilot Certification Training will be prepared to sit for the FAA Part 107 UAS Remote Pilot Certification Exam, which is the accepted certification for small UAS-Drone Commercial and Municipal Operations.

- UAS 107 - Commercial Drone Pilot Certification Prep Course **Credits: 3** \*
- UAS 140 - Drone Mission Planning **Credits: 3** #
- UAS 200 - Drone Photography, Mapping, and Videography **Credits: 3**

### **Electives 3 cr.**

- Any 200 level course from any discipline

### **Notes:**

Note: These courses may not be used as electives in the Criminal Justice Administration Program.

\* This course curriculum does not require the student to have a small UAS-Drone. FAA Requirements for becoming a certified Drone Pilot are listed <https://www.faa.gov/uas/>. Students already in possession of a valid FAA Drone Remote Pilot Certification, may substitute the UAS107 course for another Park University 3cr course with permission from the Criminal Justice Department Chair or the Criminal Justice Program Coordinator.

# This course curriculum requires the student to have access to, or own, a photo and video-recording enabled small UAS-Drone. Minimum drone specifications for this course, as well as various suitable drone models, are listed at <https://droneology.park.edu/specs>.

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Criminal Justice Administration, Minor**

## **Requirements for Minor – 18 Hours, 2.0 GPA**

18 hours which must include

- CJ 100 - Introduction to Criminal Justice Administration **Credits: 3**
- CJ 105 - Criminal Law **Credits: 3**
- CJ 200 - Criminology **Credits: 3**

### **9 hours of CJ electives excluding**

- CJ 440 - Internship in Criminal Justice **Credits: 3-6**
- CJ 441 - Senior Writing Project **Credits: 3**
- CJ 450 - Senior Seminar in Criminal Justice **Credits: 3**

## **Homeland Security, Minor**

### **Requirements for: Minor – 18 Hours, 2.0 GPA**

18 hours consisting of

- CJ 233 - Introduction to Security **Credits: 3**
- CJ 251 - Terrorism and Domestic Preparedness **Credits: 3**
- CJ 333 - Security Administration **Credits: 3**
- CJ 353 - Emergency Management **Credits: 3**
- CJ 355 - Homeland Security **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**

## **Computer Science and Information Systems**

### **Information and Computer Science, A.S.**

#### **Requirements For: A.S. Major – 29-30 hours, 2.0 gpa**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Network and Security, (5) Software Development (6) Data Management and (7) Web Development. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web programmer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

## **Core Curriculum 24 cr.**

- CS 151 - Introduction to Programming **Credits: 3**  
or
- CS 152 - Introduction to Python Programming **Credits: 3**
  
- CS 208 - Discrete Mathematics **Credits: 3**
- CS 300 - Technology in a Global Society **Credits: 3**
- CS 365 - Computer Networking **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- IS 361 - Data Management Concepts **Credits: 3**
- MA 120 - Basic Concepts of Statistics **Credits: 3**
  
- MA 135 - College Algebra **Credits: 3**  
or
- any MA course >MA 135 (except MA 208) **Credits: 3**

## **Select electives from this list: (5-6 cr.)**

- CS 219 - Programming Fundamentals **Credits: 3**
- CS 225 - Programming Concepts **Credits: 3**
- CS 240 - Web Programming I **Credits: 3**
- CS 319 - Computer Architecture **Credits: 3**
- IS 315 - Computer Systems Analysis and Design I **Credits: 3**
- MA 150 - Precalculus Mathematics **Credits: 3**
- MA 160 - Precalculus for Majors **Credits: 5**

## **Liberal Education Requirements**

### **LE100 - First Year Seminar 3 cr.**

- LE 100 - First-Year Seminar **Credits: 3**

### **Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits: 3**
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits: 3**

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 125 - Intermediate Algebra **Credits: 3**
- MA 208 - Discrete Mathematics **Credits: 3**

### **Natural Science Requirement 6 cr.**



Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

### **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## **Information and Computer Science, Computer Science Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

## **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
  
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

## **Computer Science Concentration 36-37 cr.**

- CS 219 - Programming Fundamentals **Credits:** 3
- CS 225 - Programming Concepts **Credits:** 3
- CS 319 - Computer Architecture **Credits:** 3
- CS 335 - Introduction to Cybersecurity **Credits:** 3
- CS 351 - Computer Operating Systems **Credits:** 3
- CS 352 - Data Structures **Credits:** 3
- IS 362 or any CS course 300/400 level not required by this speciality area or core. **Credits:** 6

## **Choose one of the following mathematics sequences:**

### **Sequence One**

- MA 160 - Precalculus for Majors **Credits:** 5

- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 311 - Linear Algebra **Credits: 3**

### **Sequence Two**

- MA 150 - Precalculus Mathematics **Credits: 3**
- MA 210 - Calculus and Analytic Geometry I **Credits: 3**
- MA 211 - Calculus and Analytic Geometry II **Credits: 3**
- MA 311 - Linear Algebra **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information and Computer Science, Cybersecurity Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

### **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

#### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

#### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

## **Cybersecurity 31 cr.**

- CS 202 - Secure Programming **Credits: 3**
- CS 319 - Computer Architecture **Credits: 3**
- CS 335 - Introduction to Cybersecurity **Credits: 3**
- CS 351 - Computer Operating Systems **Credits: 3**
- CS 366 - Computer Networking Laboratory **Credits: 1**
- CS 375 - Secure Operation **Credits: 3**
- CS 377 - Digital Forensics **Credits: 3**
  
- CJ 316 - Cybersecurity Administration **Credits: 3**  
or
- IS 370 - Information Security **Credits: 3**

## **Electives 9cr.**

Select three of the following:

- CS 151 - Introduction to Programming **Credits: 3**
- CS 240 - Web Programming I **Credits: 3**
- CS 322 - Web Programming II **Credits: 3**
- CS 369 - Operating System Administration **Credits: 3**
- CS 371 - Internetworking **Credits: 3**
- CS 372 - Advanced Networking **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information and Computer Science, Data Management Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.



The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

## **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
  
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

### **Data Management Concentration 27 cr.**

- AC 201 - Principles of Financial Accounting **Credits:** 3
- CS 130 - Developing the User Experience **Credits:** 3
- CS 219 - Programming Fundamentals **Credits:** 3
- CS 240 - Web Programming I **Credits:** 3
- IS 315 - Computer Systems Analysis and Design I **Credits:** 3
- IS 362 - Applied Database Management **Credits:** 3
- MG 371 - Management and Organizational Behavior **Credits:** 3

### **Select two courses from the following:**

- AC 202 - Principles of Managerial Accounting **Credits:** 3
- CA 104 - Interpersonal Communication I **Credits:** 3
- CA 322 - Media Analysis and Criticism **Credits:** 3

- HR 422 - Organizational Development and Change **Credits:** 3
- IS 316 - Computer Systems Analysis and Design II **Credits:** 3
- MG 315 - Advanced Business Statistics **Credits:** 3
- MK 351 - Principles of Marketing **Credits:** 3
- MK 385 - Consumer Behavior **Credits:** 3
- MK 453 - Marketing Research and Information Systems **Credits:** 3

## **Information and Computer Science, Information Technology Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

### **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

#### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

#### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration

- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

## **Information Technology Concentration 25-30 cr.**

- CS 319 - Computer Architecture **Credits: 3**
- CS 335 - Introduction to Cybersecurity **Credits: 3**
- CS 369 - Operating System Administration **Credits: 3**

### **Select two of the following sequences:**

#### **Sequence One-Applied Networking**

- CS 366 - Computer Networking Laboratory **Credits: 1**
- CS 371 - Internetworking **Credits: 3**
- IS 370 - Information Security **Credits: 3**

#### **Sequence Two-Web Development**

- CS 130 - Developing the User Experience **Credits: 3**
- CS 131 - Introduction to Web Structures **Credits: 3**
- CS 206 - Introduction to JavaScript **Credits: 3**

#### **Sequence Three-System Analysis**

- CS 140 - Introduction to Computers **Credits: 3**  
or
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- IS 310 - Business Applications **Credits: 3**
- IS 315 - Computer Systems Analysis and Design I **Credits: 3**
- IS 316 - Computer Systems Analysis and Design II **Credits: 3**

#### **Sequence Four-Business Data Analysis**

- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**

#### **Sequence Five-GIS**

- IS 362 - Applied Database Management **Credits: 3**
- GGP 350 - GIS I **Credits: 3**
- GGP 355 - GIS II **Credits: 3**

### **Sequence Six-Security Administration**

- CJ 233 - Introduction to Security **Credits: 3**
- CJ 333 - Security Administration **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**

### **Sequence Seven-Technical Writing**

- EN 204 - Writing for Online Environments **Credits: 3**
- EN 306A - Scientific and Technical Writing **Credits: 3**
- EN 306B - Business Communications **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information and Computer Science, Networking and Security Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

### **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

#### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

#### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

## **Networking and Security Concentration 25 cr.**

- CS 319 - Computer Architecture **Credits: 3**
- CS 335 - Introduction to Cybersecurity **Credits: 3**
- CS 366 - Computer Networking Laboratory **Credits: 1**
- CS 369 - Operating System Administration **Credits: 3**
- CS 371 - Internetworking **Credits: 3**
- CS 372 - Advanced Networking **Credits: 3**
- CS 375 - Secure Operation **Credits: 3**

### **Electives 6 cr.**

Select any CS/IS course at the 300-400 level that is not required by this specialty area or core.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**



## **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information and Computer Science, Software Development Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

### **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

#### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)

or

- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

### **Software Development Concentration 36 cr.**

- CS 130 - Developing the User Experience **Credits:** 3
- CS 219 - Programming Fundamentals **Credits:** 3
- CS 225 - Programming Concepts **Credits:** 3
- CS 240 - Web Programming I **Credits:** 3
- CS 322 - Web Programming II **Credits:** 3
- CS 352 - Data Structures **Credits:** 3
- IS 315 - Computer Systems Analysis and Design I **Credits:** 3
- IS 316 - Computer Systems Analysis and Design II **Credits:** 3
- IS 370 - Information Security **Credits:** 3
  
- MA 135 - College Algebra **Credits:** 3
- or
- any MA course >MA 135 (except MA 208) **Credits:** 3
  
- MG 371 - Management and Organizational Behavior **Credits:** 3
- IS 362 or CS Elective **Credits:** 3 (any 3-credit CS course level 300 or above that is not required by this specialty area or core)

### **Liberal Education Requirements**

#### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information and Computer Science, Web Development Concentration, B.S.**

### **Information and Computer Science, B.S.**

The Information and Computer Science (ICS) curriculum prepares students for a broad range of computer opportunities in industry as well as in graduate studies. ICS students choose one or more specialty areas from

among these options: (1) Computer Science, (2) Cybersecurity, (3) Information Technology, (4) Networking and Security, (5) Software Development (6) Web Development and (7) Data Management. As part of their curriculum, Networking and Security students take Cisco Certified Network Associate (CCNA) courses that prepare them for the CCNA certification exam. Courses offered in the Cybersecurity specialty area prepare students for cybersecurity certification exams. Depending on their chosen specialty area, ICS graduates are well prepared for these industry positions: applications programmer, systems analyst, information technology specialist, database analyst, network analyst, web developer, software engineer, and cybersecurity specialist.

The CSIS Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the ICS curriculum.

## **Requirements For: B.S. Major – 46-58 hours, 2.0 gpa**

### **Core Curriculum 21 cr.**

- CS 151 - Introduction to Programming **Credits:** 3 (required for Computer Science, Software Development, and Data Management areas)  
or
- CS 152 - Introduction to Python Programming **Credits:** 3 (required for Networking and Security, Cybersecurity, Information Technology and Web Development areas)
  
- CS 208 - Discrete Mathematics **Credits:** 3
- CS 300 - Technology in a Global Society **Credits:** 3
- CS 365 - Computer Networking **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 361 - Data Management Concepts **Credits:** 3
- MA 120 - Basic Concepts of Statistics **Credits:** 3

### **Concentrations**

(One of the following)

- Computer Science Concentration
- Cybersecurity Concentration
- Data Management
- Information Technology Concentration
- Networking and Security Concentration
- Software Development Concentration
- Web Development

### **Web Development Concentration 29 cr.**

- AR 218 - Graphic Design Software **Credits:** 3
- CS 130 - Developing the User Experience **Credits:** 3
- CS 131 - Introduction to Web Structures **Credits:** 3
- CS 206 - Introduction to JavaScript **Credits:** 3
- CS 317 - Web Animation **Credits:** 3
- CS 325 - Full Stack Web Development **Credits:** 3
- CS 330 - Principles of Mobile Development **Credits:** 3

- CS 335 - Introduction to Cybersecurity **Credits: 3**
- CS 345 - Web Development with Frameworks **Credits: 3**
- CS 401 - Portfolio for Web Development **Credits: 2**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.

- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Information Systems, B.S.**

### **Requirements For: B.S. Major – 39 hours, 2.0 gpa**

No organization, large or small can survive without support for data processing, analysis, and management. The number of information systems jobs available in business, government, and non-profit sections continues to increase for this reason. The Information Systems major prepares students for careers in programming, product analysis, and management of computer information systems. The major allows students the freedom and flexibility to select a complementary minor reflecting their individual interests.

The Computer Science and Information Systems (CSIS) Department works with Park's Career Development Center in helping to place students in computer internship positions. The CSIS Department actively encourages students to work in such internship positions and considers internships to be an integral part of the curriculum.

- CS 140 - Introduction to Computers **Credits: 3**
- CS 151 - Introduction to Programming **Credits: 3**  
or
- CS 152 - Introduction to Python Programming **Credits: 3**
- CS 208 - Discrete Mathematics **Credits: 3**
- CS 240 - Web Programming I **Credits: 3**
- CS 300 - Technology in a Global Society **Credits: 3**
- CS 365 - Computer Networking **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- IS 310 - Business Applications **Credits: 3**
- IS 315 - Computer Systems Analysis and Design I **Credits: 3**
- IS 316 - Computer Systems Analysis and Design II **Credits: 3**
- IS 361 - Data Management Concepts **Credits: 3**
- IS 370 - Information Security **Credits: 3**
- MA 120 - Basic Concepts of Statistics **Credits: 3**

### **Required Minor – 18 - 21 hours**

Students must select a complementary minor of their choice. Suggested minors include:

- Health Care
- Geographical Information Systems
- Graphic Design
- Leadership
- Management
- Organizational Communication
- Statistics



Students may select any minor, except Information and Computer Science, Minor or the Computer Information Management (For Non-Business Majors), Minor due to the amount of course overlap.

When a major is used to satisfy the required minor requirement, any major may work except Business Administration, Computer Information Management Concentration, B.S., Information and Computer Science, Computer Science Concentration, B.S., Information and Computer Science, Cybersecurity Concentration, B.S., Information and Computer Science, Information Technology Concentration, B.S., Information and Computer Science, Networking and Security Concentration, B.S., Information and Computer Science, Software Development Concentration, B.S., Information and Computer Science, Web Development Concentration, B.S., Information and Computer Science, Data Management Concentration, B.S. and Management/Computer Information Systems, B.S. for the same reason.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Computer Networking, Certificate**

This certificate program prepares students to sit for the Cisco Certified Network Associates (CCNA) exam. Upon completion of this certificate program, students are encouraged, but not required, to take the CCNA certification exam at a CCNA testing center. Regardless of whether a student chooses to take the CCNA certification exam, when the student is ready to graduate (either from the certificate program for non-degree-seeking students, or from the ICS program for degree-seeking students), he/she should fill out the Graduation Application Form. That application provides notice to the Registrar to put "Certificate in Computer Networking" on the student's transcript.

### **Requirements for Certificate: 16-19 Hours, 2.5 GPA**

#### **Required Courses: 10 Hours**

- CS 365 - Computer Networking **Credits: 3**
- CS 366 - Computer Networking Laboratory **Credits: 1**
- CS 371 - Internetworking **Credits: 3**
- CS 372 - Advanced Networking **Credits: 3**

#### **Prerequisites - 6 -9 Hours**

The following prerequisites are required.

- CS 151 - Introduction to Programming **Credits: 3**  
or
- CS 152 - Introduction to Python Programming **Credits: 3**
- CS 208 - Discrete Mathematics **Credits: 3**  
Students may choose from CS 151 or CS 152 before enrolling in CS 365; however, CS 152 is a prerequisite for CS 366.

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Cybersecurity, Certificate**

This certificate program prepares students for cybersecurity-related positions such as security administrator, security software developer, or security consultant. Each course in the certificate has prerequisite courses. Equivalent work experience or transferred credit may satisfy those prerequisites. Some courses offered in this program help students in preparing for industry certificates, such as the Cisco Cybersecurity Operation (CyberOps) Certification Exam.

### **Requirements for Certificate - 31-37 Hours, 2.0 G.P.A.**

#### **Required Courses: 15 Hours**

- CS 202 - Secure Programming **Credits: 3**
- CS 335 - Introduction to Cybersecurity **Credits: 3**
- CS 375 - Secure Operation **Credits: 3**
- CS 377 - Digital Forensics **Credits: 3**
  
- IS 370 - Information Security **Credits: 3**  
or
- CJ 316 - Cybersecurity Administration **Credits: 3**

#### **Prerequisites Required - 16-22 Hours**

The following are required pre-requisites for this program.

- CS 151 - Introduction to Programming **Credits: 3**  
or
- CS 152 - Introduction to Python Programming **Credits: 3**
  
- CS 208 - Discrete Mathematics **Credits: 3**
- CS 319 - Computer Architecture **Credits: 3**
- CS 351 - Computer Operating Systems **Credits: 3**
- CS 365 - Computer Networking **Credits: 3**
- CS 366 - Computer Networking Laboratory **Credits: 1**

\*Note:

Some courses allow for the option of CS 151 or CS 152 as prerequisites; however, CS 152 is required as a prerequisite for CS 366.

MA 125 or higher (or equivalent exam score) is also required.

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)

- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Information and Computer Science, Minor**

### **Requirements For: Minor – 18 hours, 2.0 gpa**

- CS 151 - Introduction to Programming **Credits: 3**
- CS 208 - Discrete Mathematics **Credits: 3**
- CS 219 - Programming Fundamentals **Credits: 3**
- CS 365 - Computer Networking **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- IS 361 - Data Management Concepts **Credits: 3**

## **Natural and Physical Sciences**

### **Biology, B.A.**

### **Requirements For: B.A. Major – 59 hours, 2.0 GPA**

The Bachelor of Arts in Biology degree trains students to be a professional biologist broadly trained in Biology. This major is ideally paired with a supporting minor or second major to prepare the student in several career paths, such as: laboratory assistant, research assistant, education, scientific communication, quality control assurance, pharmaceutical sales or management of science-based businesses, and biospatial analysis. Based upon career interests, students will need to seek academic advisement for assistance with selecting minor and/or a secondary major. To complete the major, students will need to focus on completing courses within the core curriculum in years one and two while focusing on the completion of elective courses within years three and four.

### **Core Curriculum**

- BIO 221 - Zoology **Credits: 4**
- BIO 225 - Botany **Credits: 4**
- BIO 325 - Introductory Molecular Cell Biology **Credits: 3**
- BIO 327 - Introductory Ecology and Evolution **Credits: 4**
- BIO 340 - Genetics **Credits: 4**
- MA 160 - Precalculus for Majors **Credits: 5**
- PY 155 - Concepts of Physics I **Credits: 4**
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- NS 302 - Current Literature in the Natural Sciences **Credits: 1**
- NS 306 - Writing and Ethical Practices in Science **Credits: 3**
- NS 401 - Natural Science Seminar **Credits: 1**
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**

- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- BIO 498 - Biology Capstone **Credits: 3**

## **Electives 12 cr.**

- BIO 330 - Paleobiology **Credits: 4**
- BIO 337 - Biochemistry **Credits: 3**
- BIO 350 - Microbiology **Credits: 4**
- BIO 375 - Evolution **Credits: 3**
- BIO 378 - Ecology **Credits: 4**
- BIO 380 - Issues in Biodiversity **Credits: 3**
- BIO 400 - Cell Biology **Credits: 4**
- BIO 410 - Comparative Anatomy **Credits: 4**
- BIO 411 - Animal Physiology **Credits: 4**
- BIO 417 - Developmental Biology **Credits: 4**
- BIO 470 - Internship **Credits: 1-4**
- BIO 490 - Advanced Topics in Biology **Credits: 1-4**
- BIO 499 - Research **Credits: 1-6**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Biology, B.S.**

### **Requirements For: B.S. Major – 71-82 hours, 2.0 GPA**



The Bachelor of Science in Biology degree is designed to prepare students for post-graduate study including research based graduate study or professional training in medicine, dentistry, veterinary care, optometry, physical therapy. Depending on career interests, there are two concentrations offered: General Biology and Pre-Health Professions. The General Biology concentration provides latitude to gain training in a variety of specific areas within the field of biology while the Pre-Health Professions concentration is designed to prepare students for entry into the majority of medical (allopathic (MD) and osteopathic (DO)), dental, optometry, veterinary, and physical therapy schools.

Completion of either concentration will require students to focus on completing courses within the core curriculum in years one and two while focusing on the completion of concentration specific courses within years three and four. To complete the degree in a timely manner, students will need to seek academic advisement for assistance with selection of a concentration and with selecting courses in the correct sequence.

### **Core Curriculum 59-61 cr.**

- BIO 221 - Zoology **Credits: 4**
- BIO 225 - Botany **Credits: 4**
- BIO 325 - Introductory Molecular Cell Biology **Credits: 3**
- BIO 327 - Introductory Ecology and Evolution **Credits: 4**
- BIO 340 - Genetics **Credits: 4**
- MA 160 - Precalculus for Majors **Credits: 5**
  
- PY 155 - Concepts of Physics I **Credits: 4**
- PY 156 - Concepts of Physics II **Credits: 4**  
or
- PY 205 - Introduction to Physics I **Credits: 5**
- PY 206 - Introduction to Physics II **Credits: 5**
  
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- NS 302 - Current Literature in the Natural Sciences **Credits: 1**
- NS 306 - Writing and Ethical Practices in Science **Credits: 3**
- NS 401 - Natural Science Seminar **Credits: 1**
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- CH 317 - Organic Chemistry I **Credits: 3**
- CH 317L - Organic Chemistry Laboratory I **Credits: 1**
- CH 318 - Organic Chemistry II **Credits: 3**
- CH 318L - Organic Chemistry Laboratory II **Credits: 1**
- BIO 498 - Biology Capstone **Credits: 3**

### **Approved Electives**

#### **General Biology Concentration 12 cr.**

The general biology electives are supplemental to the core requirements and are intended to allow students the opportunity to focus on sub-disciplines within the field of biology. Students are strongly encouraged to seek academic advising to aid in career preparation, especially those interesting in post-graduate studies (M.S. or Ph.D.).

- BIO 330 - Paleobiology **Credits:** 4
- BIO 337 - Biochemistry **Credits:** 3
- BIO 337L - Biochemistry Laboratory **Credits:** 1
- BIO 350 - Microbiology **Credits:** 4
- BIO 375 - Evolution **Credits:** 3
- BIO 378 - Ecology **Credits:** 4
- BIO 380 - Issues in Biodiversity **Credits:** 3
- BIO 400 - Cell Biology **Credits:** 4
- BIO 410 - Comparative Anatomy **Credits:** 4
- BIO 411 - Animal Physiology **Credits:** 4
- BIO 417 - Developmental Biology **Credits:** 4
- BIO 470 - Internship **Credits:** 1-4
- BIO 490 - Advanced Topics in Biology **Credits:** 1-4
- BIO 499 - Research **Credits:** 1-6

### **Pre-Health Professions Concentration 20 cr.**

The pre-health professions concentration contains additional requirements and electives intended to aid students in their preparation for a career in a wide variety of medical fields. This program will satisfy entrance for many medical programs, but check specific requirements for your program of interest to determine if specific courses, such as Calculus, are required.

- BIO 337 - Biochemistry **Credits:** 3
- BIO 337L - Biochemistry Laboratory **Credits:** 1
- BIO 410 - Comparative Anatomy **Credits:** 4
- BIO 411 - Animal Physiology **Credits:** 4

### **Electives 8 cr.**

Select two from the following

- BIO 350 - Microbiology **Credits:** 4
- BIO 400 - Cell Biology **Credits:** 4
- BIO 417 - Developmental Biology **Credits:** 4

### **Note:**

A comprehensive Senior Examination is to be taken during BIO 498.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Chemistry, B.S.**

### **Requirements For: B.S. Major - 71 Hours, 2.0 GPA**

In contemporary society, it is evident that the science of chemistry is no longer confined to the research laboratory, but is exerting a profound impact on social, political, and economic decisions at the local, national, and international levels. Chemistry is the recognized physical basis for the biological and psychological sciences and is important in every effort of our industrialized society. Students wishing to pursue a career in the chemical profession, medicine, dentistry, veterinary medicine, laboratory technology, or the environmental sciences are encouraged to consider the major program in chemistry with appropriate minors in other disciplines for their preparatory work.

The Department of Natural and Physical Sciences welcomes partnerships with appropriate businesses and government agencies to place students into internship positions in their major or a related field. The Department of Natural and Physical Sciences actively encourages students to work in such internship positions and considers internships to be an integral part of the curriculum.

- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- CH 317 - Organic Chemistry I **Credits: 3**
- CH 317L - Organic Chemistry Laboratory I **Credits: 1**
- CH 318 - Organic Chemistry II **Credits: 3**
- CH 318L - Organic Chemistry Laboratory II **Credits: 1**
- CH 328 - Analytical Chemistry **Credits: 4**
- CH 329 - Introduction to Instrumental Analysis **Credits: 4**
- CH 342 - Advanced Inorganic Chemistry **Credits: 4**
- CH 407 - Physical Chemistry I **Credits: 4**
- CH 408 - Physical Chemistry II **Credits: 4**
- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits: 3**
- NS 302 - Current Literature in the Natural Sciences **Credits: 1**
- NS 401 - Natural Science Seminar **Credits: 1**
- PY 205 - Introduction to Physics I **Credits: 5**
- PY 206 - Introduction to Physics II **Credits: 5**

**Electives selected from the following: 10 cr.**

- CH 321 - Introduction to Medicinal Chemistry **Credits: 3**
- CH 337 - Biochemistry **Credits: 3**
- CH 337L - Biochemistry Laboratory **Credits: 1**
- CH 400 - Special Topics in Chemistry **Credits: 1-4**
- CH 429 - Advanced Analytical Chemistry **Credits: 4**
- CH 440 - Organic Synthesis **Credits: 4**
- CH 451 - Internship to Chemistry **Credits: 1-6**
- CH 490 - Research in Chemistry **Credits: 1-6**

**Note:**

PASSING A WRITTEN COMPREHENSIVE EXAMINATION IS REQUIRED.

**B.S.E. in Secondary Education – MAJOR 48-50 Hours**

**2.75 Cum G.P.A.**

**2.75 Core G.P.A.**

**\*\*For those students wishing to obtain a secondary teaching certificate in Chemistry, see also Bachelor of Science in Education.**

**\*\*\*For those student interested in an engineering degree in addition to a chemistry degree, see also Dual Degree Engineering.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Dual Degrees: Chemistry & Engineering, B.S.**

### **Requirements For: B.S. Chemistry Major – 87 Hours, 2.0 gpa**

Park's dual degree engineering program offers the unique opportunity for students to complete two bachelor degrees in a 3 year +2 year format. Upon completing the program, Park University will confer a Bachelor of Science degree in either Math or Chemistry and the partner school (UMKC) will grant an EAC of ABET accredited Civil or Mechanical Engineering degree. This program insures that the student can pursue multiple avenues of STEM related career paths, while participating in the coveted private school, low student to faculty ratio environment for which Park is known.

- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- CH 317 - Organic Chemistry I **Credits: 3**
- CH 317L - Organic Chemistry Laboratory I **Credits: 1**
- CH 318 - Organic Chemistry II **Credits: 3**
- CH 318L - Organic Chemistry Laboratory II **Credits: 1**
- CH 328 - Analytical Chemistry **Credits: 4**
- CH 329 - Introduction to Instrumental Analysis **Credits: 4**
- CH 342 - Advanced Inorganic Chemistry **Credits: 4**
- CH 407 - Physical Chemistry I **Credits: 4**
- CH 408 - Physical Chemistry II **Credits: 4**
- CH 490 - Research in Chemistry **Credits: 1-6**
- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits: 3**
- MA 302 - Ordinary Differential Equations **Credits: 3**
- NS 302 - Current Literature in the Natural Sciences **Credits: 1**
- NS 306 - Writing and Ethical Practices in Science **Credits: 3**
- NS 401 - Natural Science Seminar **Credits: 1**
- PY 205 - Introduction to Physics I **Credits: 5**
- PY 206 - Introduction to Physics II **Credits: 5**
- PY 275 - Engineering Statics **Credits: 3**
- CS 151 - Introduction to Programming **Credits: 3**
- AR 382 - Drawing Systems I **Credits: 3**

#### **Electives 10 cr.**

- 10 Elective hours will transfer back from the partner university to complete Park University chemistry degree requirements

### **Liberal Education Requirements**

#### **Student Seminar 3 cr.**



LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Dual Degrees: Mathematics & Engineering, B.S.**

### **Requirements For: B.S. Mathematics Major – 79 Hours, 2.0 gpa**

Park's dual degree engineering program offers the unique opportunity for students to complete two bachelor degrees in a 3 year +2 year format. Upon completing the program, Park University will confer a Bachelor of

Science degree in either Math or Chemistry and the partner school (UMKC) will grant an EAC of ABET accredited Civil or Mechanical Engineering degree. This program insures that the student can pursue multiple avenues of STEM related career paths, while participating in the coveted private school, low student to faculty ratio environment for which Park is known.

- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits: 3**
- MA 301 - Mathematical Thought **Credits: 3**
- MA 302 - Ordinary Differential Equations **Credits: 3**
- MA 311 - Linear Algebra **Credits: 3**
- MA 312 - Abstract Algebraic Structures **Credits: 3**
- MA 401 - Analysis **Credits: 3**
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- PY 205 - Introduction to Physics I **Credits: 5**
- PY 206 - Introduction to Physics II **Credits: 5**
- PY 275 - Engineering Statics **Credits: 3**
- CS 151 - Introduction to Programming **Credits: 3**
- AR 382 - Drawing Systems I **Credits: 3**

**At least four courses of the following 12 cr.**

- MA 305 - Probability **Credits: 3**
- MA 350 - History of Mathematics **Credits: 3**
- MA 360 - Modern Geometries **Credits: 3**
- MA 370 - Number Theory **Credits: 3**
- MA 380 - Mathematical Statistics **Credits: 3**
- MA 402 - Topology **Credits: 3**
- MA 406 - Special Topics in Mathematics **Credits: 1-3**

**Electives 9 cr.**

- 9 Elective hours will transfer back from the partner university to complete Park University degree requirements

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Geography, B.S.**

### **Requirements For: B .S. Major – 34-40 Hours, 2.0 GPA**

The skills obtained by studying geography make graduates in demand for a wide range of employment opportunities. The geography curriculum will prepare students for business and academics while encouraging life long learning skills. The link between geography and the world (cultural and physical) makes a varied list of careers. Geographic skills are essential to understanding physical patterns, human patterns, and Earth's processes. These skills are important for anyone critically thinking about the global community. The Department of Natural and Physical Sciences welcomes partnerships with appropriate businesses and government agencies to place students into internship positions in their major or a related field. The Department of Natural and Physical

Sciences actively encourages students to work in such internship positions and considers internships to be an integral part of the curriculum.

### **Core Curriculum 16 cr.**

- GGH 110 - Cultural Geography **Credits: 3**
- GGH 200 - Geography of North America **Credits: 3**
- GGP 115 - Physical Geography **Credits: 4**
- GGP 120 - Global Sustainability **Credits: 3**
- GGP 350 - GIS I **Credits: 3**

### **Major Electives: 18-24 cr.**

At least six courses designated as GGH, GGP or GO; three courses (9 credits) must be 300-level or above

### **Required Minor: 18-24 cr.**

Any of the minors offered by the university or successful completion of a second major.

*\*Only one course (3 credits) completed for the major requirements may also be counted as satisfying part of the minor requirements.*

### **Capstone Assessment:**

A capstone assessment is required to be completed during the first half of the final semester/term of coursework. The capstone assessment relates directly to the content of the program's five core required courses and is designed to evaluate our graduating students' abilities in regard to the program competencies. Students must contact the Geography Program Coordinator at the beginning of their final semester/term in order to make arrangements for completing this requirement.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Geographical Information Systems, Certificate**

### **Requirements For: GIS Certificate – 15 Hours, 2.5 GPA**

- GGP 270 - Spatial Analysis **Credits: 3**
- GGP 330 - Cartography **Credits: 3**
- GGP 335 - Remote Sensing **Credits: 3**
- GGP 350 - GIS I **Credits: 3**
- GGP 355 - GIS II **Credits: 3**

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog



\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Biology, Minor**

### **Requirements For: Minor – 18 hours, 2.0 GPA**

18 hours must be from BIO courses

**\* For those students wishing to obtain a secondary teaching certificate in Biology, see also Bachelor of Science in Education.**

## **Chemistry, Minor**

### **Requirements For: Minor - 18-20 Hours, 2.0 GPA**

- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- CH 108 - General Chemistry II **Credits: 3**
- CH 108L - General Chemistry Laboratory II **Credits: 1**
- 10-12 additional hours chosen from remaining chemistry coursework

## **Geographical Information Systems, Minor**

The minor provides students interested in Geographical Information Systems (GIS) an opportunity to pursue their studies in this specialized field of geography. This rapidly growing technology is proving to become a needed job skill in this computer age in virtually all fields, especially those in Natural Sciences, Social Sciences and Business.

### **Requirements For: GIS Minor – 21 Hours, 2.0 GPA**

- GGP 270 - Spatial Analysis **Credits: 3**  
or
- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
  
- GGP 330 - Cartography **Credits: 3**
- GGP 335 - Remote Sensing **Credits: 3**
- GGP 350 - GIS I **Credits: 3**
- GGP 355 - GIS II **Credits: 3**
- GGP 450 - Internship in GIS **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**

**Total 21 cr.**

## **Geography, Minor**

The minor provides students interested in geography an opportunity to pursue their studies in the discipline. A variety of geography subjects are available and students may select courses in line with their specific academic and career goals.

## **Requirements For: Minor – 18 or more Hours, 2.0 GPA**

A minimum of eighteen hours from any courses in Geography (GGH, GGP) can be taken to fulfill this requirement.

### **Geoscience, Minor**

The minor provides students interested in the geosciences an opportunity to pursue their studies in physical geography/geology. A variety of geoscience subjects are available and students may select courses in line with their specific academic and career goals.

## **Requirements For: Minor – 18-20 Hours, 2.0 GPA**

Complete 18-20 hours from the following courses:

- GGP 115 - Physical Geography **Credits: 4**
- GGP 205 - Meteorology **Credits: 4**
- GGP 290 - Selected Topics in Physical Geography **Credits: 1-4**
- GGP 335 - Remote Sensing **Credits: 3**
- GGP 370 - Biogeography **Credits: 3**
- GGP 390 - Special Topics in Physical Geography **Credits: 1-4**
- GO 125 - Natural Disasters **Credits: 3**
- GO 130 - Astronomy **Credits: 4**
- GO 141 - Physical Geology **Credits: 4**
- GO 151 - History of the Earth **Credits: 4**
- GO 200 - Oceanography **Credits: 4**
- GO 215 - Selected Topics in Geology **Credits: 1-4**
- GO 300 - Dinosaurs **Credits: 3**
- GO 310 - Sedimentology and Stratigraphy **Credits: 4**
- GO 315 - Special Topics in Geology **Credits: 1-4**
- GO 320 - Geomorphology **Credits: 4**
  
- GO 330 - Paleobiology **Credits: 4**  
or
- BIO 330 - Paleobiology **Credits: 4**

### **Global Sustainability, Minor**

## **Requirements For: Minor – 18-19 Hours, 2.0 GPA**

- GGH 326 - Resources and People **Credits: 3**
- GGP 120 - Global Sustainability **Credits: 3**
- GGP 301 - Renewable Energy Technologies **Credits: 3**

- GGP 340 - Environmental Planning **Credits: 3**

### **Electives 6-8 cr.**

- BI 111 - Environmental Biology **Credits: 4**
- BIO 327 - Introductory Ecology and Evolution **Credits: 4**
- CH 101 - Chemistry in the World **Credits: 4**
- GGP 205 - Meteorology **Credits: 4**
- GGP 345 - Land Use Planning **Credits: 3**
- GGP 350 - GIS I **Credits: 3**
- GGP 365 - Geography of Disease **Credits: 3**
- GGP 370 - Biogeography **Credits: 3**
- GO 125 - Natural Disasters **Credits: 3**
- GO 151 - History of the Earth **Credits: 4**
- GO 200 - Oceanography **Credits: 4**
- GO 330 - Paleobiology **Credits: 4**

## **Natural Science, Minor**

### **Requirements For: Minor – 19 hours, 2.0 gpa**

This interdisciplinary minor is designed for students seeking a generalized knowledge of the natural and physical sciences. It is recommended for those not majoring in the sciences but who wish to gain a better appreciation for science and acquire a broad base of knowledge in biology, chemistry, and geoscience. It is also appropriate for those interested in teaching general science content, especially at the elementary level. A GPA of 2.0 or better is required.

At least one course from each of the following:

#### **Biology**

- BI 101 - Biological Concepts **Credits: 4**
- BI 111 - Environmental Biology **Credits: 4**
- BI 210 - The Human Body **Credits: 3**
- BI 214 - Personal and Community Health **Credits: 3**
- BI 211 - Human Anatomy and Physiology I **Credits: 4**
- BIO 221 - Zoology **Credits: 4**
- BIO 225 - Botany **Credits: 4**

#### **Chemistry/Physics**

- CH 101 - Chemistry in the World **Credits: 4**
- CH 107 - General Chemistry I **Credits: 3**
- CH 107L - General Chemistry Laboratory I **Credits: 1**
- PY 101 - Physical World **Credits: 3**
- PY 155 - Concepts of Physics I **Credits: 4**
- PY 156 - Concepts of Physics II **Credits: 4**

## **Geology/Geography**

- GGP 115 - Physical Geography **Credits: 4**
- GGP 205 - Meteorology **Credits: 4**
- GO 130 - Astronomy **Credits: 4**
- GO 141 - Physical Geology **Credits: 4**
- GO 151 - History of the Earth **Credits: 4**
- GO 200 - Oceanography **Credits: 4**

## **Natural Science**

- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- NS 241 - Philosophy and History of Science **Credits: 3**
- NS 304 - Science, Technology, and Society **Credits: 3**

**Total 19 cr.**

## **Urban and Regional Planning, Minor**

**Requirements For: Minor – 18 hours, 2.0 GPA**

**Core: 12 cr.**

- GGH 323 - Urban Geography **Credits: 3**
- GGP 340 - Environmental Planning **Credits: 3**
- GGP 345 - Land Use Planning **Credits: 3**
- GGP 350 - GIS I **Credits: 3**

**Select 2 courses from different disciplines: 6 cr.**

- AR 390 - History of the Designed Environment: Mid-Nineteenth Century to the Present **Credits: 3**
- CA 233 - Introduction to Leadership **Credits: 3**
- CA 235 - Multicultural Communication **Credits: 3**
- CJ 345 - Criminal Justice and the Community **Credits: 3**
- CJ 233 - Introduction to Security **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- EDU 210 - The School as a Social System **Credits: 3**
- GGH 140 - Economic Geography **Credits: 3**
- GGH 326 - Resources and People **Credits: 3**
- GGP 120 - Global Sustainability **Credits: 3**
- GGP 270 - Spatial Analysis **Credits: 3**
- HC 466 - Planning and Organizing Community Health Services **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 331 - Public Organizations **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**

- PO 340 - Public Policy **Credits:** 3
- SO 303 - Urban Sociology **Credits:** 3
- SW 325 - Human Diversity and Social Justice **Credits:** 3

## **Mathematics and Statistics**

### **Mathematics, B.S.**

#### **Requirements For: B.S. Major – 40 hours, 2.0 gpa**

Mathematics is both a body of knowledge concerning a class of symbols and the relation between them, as a system of thought and communication, as well as the application of that system to other areas of human experience. As a system of thought, it derives from philosophy and provides a language, which has particular beauty and clarity. Applied to other areas of human experience mathematics has provided great power and precision to a wide range of endeavors, and thereby has supplied an essential contribution to the rise of modern civilization. The study of mathematics prepares students for graduate studies in mathematics, related sciences, economics and business administration. Other options include beginning actuarial work, teaching at the secondary level and beginning work in the area of data processing. Third and fourth year MA courses will be determined in consultation with the student's advisor.

#### **Core Curriculum 31 cr.**

- MA 221 - Calculus and Analytic Geometry for Majors I **Credits:** 5
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits:** 5
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits:** 3
- MA 301 - Mathematical Thought **Credits:** 3
- MA 302 - Ordinary Differential Equations **Credits:** 3
- MA 311 - Linear Algebra **Credits:** 3
- MA 312 - Abstract Algebraic Structures **Credits:** 3
- MA 401 - Analysis **Credits:** 3

#### **At least four courses of the following: 12 cr.**

- MA 305 - Probability **Credits:** 3
- MA 350 - History of Mathematics **Credits:** 3
- MA 360 - Modern Geometries **Credits:** 3
- MA 370 - Number Theory **Credits:** 3
- MA 380 - Mathematical Statistics **Credits:** 3
- MA 402 - Topology **Credits:** 3
- MA 406 - Special Topics in Mathematics **Credits:** 1-3

#### **Note:**

**\*\*For those students wishing to teach Mathematics See also Bachelor of Science in Education**

**Secondary Education, Mathematics Concentration, B.S.E. – MAJOR 48-50 Hours**  
**2.75 Cum G.P.A.**  
**2.75 Core G.P.A.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.

- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Mathematics, Minor**

### **Requirements For: Minor – 22 hours, 2.0 gpa**

- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 223 - Calculus and Analytic Geometry for Majors III **Credits: 3**
- MA 311 - Linear Algebra **Credits: 3**
- and two additional mathematics courses numbered at the 300 level or above.

## **Statistics, Minor**

### **Requirements For: Minor – 19 hours, 2.0 GPA**

This Statistics minor is under the Department of Mathematics and Statistics. Students should contact this department with any questions.

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 221 - Calculus and Analytic Geometry for Majors I **Credits: 5**
- MA 222 - Calculus and Analytic Geometry for Majors II **Credits: 5**
- MA 305 - Probability **Credits: 3**

### **Select one of the following: 3 cr.**

- NS 220 - Applied Statistics and Experimental Design **Credits: 3**
- MA 380 - Mathematical Statistics **Credits: 3**
- PS 307 - Statistics for Social Sciences **Credits: 3**  
or
- SO 307 - Statistics for Social Sciences **Credits: 3**

## **History, Political Science, and Interdisciplinary Studies**

### **History, B.A.**

History affords the opportunity to appreciate the diversity of human encounters through the inquiry of one's own and other's cultures and societies as they have developed over time. The study of history is a meticulous intellectual discipline involving research techniques, problem solving, and the critical evaluation of evidence. Historians seek and critique what women and men of the past have left behind, what they have created, and what imprints they have left on the global society.



## **Requirements for: B.A. Major - 36 Hours, 2.75 G.P.A.**

Students must obtain a minimum course grade of "C" to receive credit toward the major.

- HIS 400 - Internship **Credits:** 3
- HIS 453 - Senior Writing Capstone **Credits:** 3
- HIS 107 - Historical Thought **Credits:** 3

### **Electives - 27 cr.**

Complete 27 credits of HIS coursework.

- Select 18 credits (6 courses) at the 300 level
- Select 9 credits (3 courses) at the 200 level

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

## **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Political Science, American Politics Concentration, B.A.**

### **Political Science, B.A.**

The Bachelor's Degree in Political Science provides students with information and abilities to become participative citizens and cope with problems of modern politics. The degree also seeks to prepare well-rounded students for careers in the public sector and to prepare those who seek admission to graduate school. Analytical skills, especially critical thinking, are stressed in all courses. The Senior Thesis provides an opportunity for students to develop research skills while the Internship exposes students to opportunities for practical applications of what they have learned.

## **Requirements For: B.A. Major – 36 hours, 2.0 gpa**

- PO 200 - American National Government **Credits: 3**
- PO 210 - Comparative Political Systems **Credits: 3**
- PO 216 - International Relations **Credits: 3**
- PO 220 - History of Political Philosophy **Credits: 3**
- PO 405 - Senior Thesis in Political Science **Credits: 3**
- PO 450 - Internship **Credits: 3**
- Any six additional hours of PO courses 6 cr.

### **Students must select either Concentration**

- American Politics
- International Politics

### **Senior Examination**

Student must pass a comprehensive examination in Political Science.

## **American Politics 12 cr.**

- PO 304 - Constitutional Law **Credits: 3**
- PO 310 - Parties and Elections **Credits: 3**
- PO 323 - Congress and the Presidency **Credits: 3**
- PO 340 - Public Policy **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

### **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Political Science, International Politics Concentration, B.A.**

### **Political Science, B.A.**

The Bachelor's Degree in Political Science provides students with information and abilities to become participative citizens and cope with problems of modern politics. The degree also seeks to prepare well-rounded students for careers in the public sector and to prepare those who seek admission to graduate school. Analytical skills, especially critical thinking, are stressed in all courses. The Senior Thesis provides an opportunity for students to develop research skills while the Internship exposes students to opportunities for practical applications of what they have learned.

### **Requirements For: B.A. Major – 36 hours, 2.0 gpa**

- PO 200 - American National Government **Credits: 3**
- PO 210 - Comparative Political Systems **Credits: 3**
- PO 216 - International Relations **Credits: 3**
- PO 220 - History of Political Philosophy **Credits: 3**
- PO 405 - Senior Thesis in Political Science **Credits: 3**
- PO 450 - Internship **Credits: 3**
- Any six additional hours of PO courses 6 cr.

### **Students must select either Concentration**

- American Politics
- International Politics

### **Senior Examination**

Student must pass a comprehensive examination in Political Science.

### **International Politics 12 cr.**

- PO 320 - American Foreign Policy **Credits: 3**
- PO 338 - Politics of the Developing World **Credits: 3**
- PO 344 - War and Terrorism **Credits: 3**
- PO 345 - International Organizations **Credits: 3**

### **Liberal Education Requirements**

#### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

#### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105



## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Requirements 36 cr.**

36 hours of upper division (300 - 400 level) course work

### **Professional Writing Requirement 3 cr.**

CJ 405, CJ 450, EN 306A, EN 306B, EN 306C, EN 307, EDU 300, HIS 451, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, SO 300

### **Modern Language Requirement**

Completion of two, 4-hour elementary level modern language courses (103 and 104); or the second 4-hour elementary level modern language course (104) and one, 3-hour intermediate course (201); or one, 3-hour intermediate course (201). Placement will be determined through a Modern Language Placement test.

#### **Elementary Level 8 cr.**

FR 103 and FR 104; or GE 103 and GE 104 or SP 103 and SP 104 ; or transfer equivalent

Or

#### **Secondary Level 7 cr.**

FR 104 and FR 201; GE 104 and GE 201; SP 104 and SP 201 or transfer equivalent

Or

#### **Intermediate Level 3 cr.**

FR 201 or GE 201 or SP 201 or transfer equivalent

## **Additional Requirements**

Park University confers the Bachelor of Arts degree at selected locations when a candidate has satisfied the following conditions:

- Completion of a minimum of 122 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor is required (some may be discipline specific as noted in the major).
- Satisfaction of all requirements for a major.
- Completion of the Liberal Education requirements.
- Completion of the degree specific requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Interdisciplinary Studies, B.S.**

### **Requirements For: B.S. Major – 42-45 hours, 2.0 gpa**

The Interdisciplinary Studies major allows the student to develop a major by combining two different disciplines. For the purpose of declaring a program of study, different disciplines are defined as the combination of offerings from two different major schools or departments. This affords students the flexibility to design their own degree while making an efficient use of courses they have accumulated. It requires the combination of two minor degrees of study: one that is listed in the catalog and another one either listed in the catalog or a Personal Body of Knowledge constructed by the student out of a set of courses.

#### **Core Requirement:**

- Minor One - one minor as described in the University catalog **Credits:** 18-21
- Minor Two - one minor as described in the University catalog **Credits:** 18  
or
- A personal minor field of study constructed by the student and approved by both the Program Coordinator of Interdisciplinary Studies AND Chair of the Department or Associate Dean of the School/College most closely associated with the content of that field. Students wanting to complete a personal field of study as part of their Interdisciplinary Studies degree should send a list of the courses they have completed/will complete towards the personal field of study and supply a justification for it to the Program Coordinator, who will evaluate the personal field of study and forward it to the Chair/Associate Dean whose Department/School most closely matches the field of study. The Program Coordinator and Chair/Associate Dean will either (1) approve, (2) disapprove, or (3) require additional courses.  
**Credits:** 18
- LE 310 - Introduction to Interdisciplinary Studies **Credits:** 3
- LE 400 - Senior Project in Interdisciplinary Studies **Credits:** 3  
or
- LE 410 - Advanced Interdisciplinary Research **Credits:** 3

#### **Total 42-45 cr.**

*Stipulations: The senior project normally is in one of the two disciplines reflected in the minor areas of study, but may be interdisciplinary. It is proposed by the student and completed through independent study.*

## **Program Competencies:**

The student with integrative and interdisciplinary thinking will possess the ability to make connections across courses and connect coursework to his/her academic, professional, and civic lives. The student will be able to consider problems from several different perspectives and develop and test his/her holistic understanding of an issue, evaluate how various disciplines would conceive of solutions, and relate his/her learning to issues outside of academia.

1. Demonstrate an understanding of disciplinary content in its own context and in relationship to the issues, questions, and positions of at least one other discipline.
2. Compare and contrast points of view and scholarly materials coming from different disciplines, in formulating a new thesis or position.
3. Synthesize diverse perspectives derived from coursework and other professional experience to achieve an interdisciplinary understanding of an issue or problem.
4. Explain and evaluate methodological approaches and theoretical foundations of at least two disciplines, as they pertain to dealing with real-world problems or issues.
5. Use professional experiences and academic coursework to attain professional employment.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Military History, B.S.**

### **Requirements For: B.S. Major – 36 hours, 2.75 gpa**

Park University's Mission and Vision statement includes access to academic excellence to prepare students to think critically, communicate effectively, and engage in lifelong learning while serving in a global community. The interdisciplinary military history degree will provide students access to academic excellence through the study of military aspects of History, Sociology, Geography, and Political Science.

### **Program Competencies:**

- Synthesize interdisciplinary content as it relates to Military History
- Compare and contrast disparate scholarly views of Military History
- Analyze interdisciplinary theory related to Military History
- Integrate Military History into the larger historical backdrop
- HIS 200 - The History of Military Thought **Credits: 3**
- HIS 211 - The Great War: 1914-1918 **Credits: 3**
- HIS 252 - The History of Warfare **Credits: 3**
- HIS 325 - The Cold War, 1945-1992 **Credits: 3**
- HIS 330 - U.S. Military History **Credits: 3**
- HIS 332 - World War II **Credits: 3**
- HIS 453 - Senior Writing Capstone **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**
- GGH 312 - Military Geography **Credits: 3**
- PO 320 - American Foreign Policy **Credits: 3**
- SO 318 - Military Sociology **Credits: 3**
- Pass written comprehensive exam.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Global Studies, Minor**

## **Requirements For: Minor – 18 Hours, 2.0 GPA**

### **Core 6 cr.**

- PO 210 - Comparative Political Systems **Credits: 3**
- PO 216 - International Relations **Credits: 3**

### **Electives 12 cr.**

Choose one course in each category.

#### **Business, Economics, and Marketing**

- EC 402 - Comparative Economic Systems **Credits: 3 \***
- EC 407 - International Trade and Finance **Credits: 3 \***
- IB 302 - International Business Culture **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IB 431 - International Finance **Credits: 3 \***
- IB 451 - Seminar on International Business **Credits: 3 \***
- MK 395 - International Marketing **Credits: 3 \***

#### **Geography**

- GGH 201 - Geography of Africa **Credits: 3**
- GGH 202 - Geography of Latin America **Credits: 3**
- GGH 203 - Geography of Europe **Credits: 3**
- GGH 204 - Geography of Asia **Credits: 3**
- GGH 206 - Geography of the Middle East **Credits: 3**
- GGH 305 - Geography of Russia **Credits: 3**

#### **History**

- HIS 211 - The Great War: 1914-1918 **Credits: 3**
- HIS 332 - World War II **Credits: 3**
- HIS 335 - Modern Germany **Credits: 3**
- HIS 336 - The Long 19th Century **Credits: 3**
- HIS 337 - Modern Europe **Credits: 3**

#### **Global/international humanities electives**

- AR 216 - Art History II **Credits: 3**
- AR 317 - World Art **Credits: 3**
- CA 235 - Multicultural Communication **Credits: 3**
- ML 235 - Survey of European Literature **Credits: 3**
- ML 315 - Selected Topics in Literature and Culture **Credits: 3**
- MU 260 - Introduction to Music **Credits: 3**
- PC 315 - Global Peace Issues **Credits: 3**



- RE 109 - World Religions **Credits: 3**

**Total 18 cr.**

**Note:**

\*Course has prerequisites

**History, Minor**

**Requirements For: Minor – 18 hours, 2.75 gpa**

- HIS One course from each area of concentration **Credits: 18**  
One 100 level course (100-199)  
Two 200 level courses (200-299)  
Three 300 level courses (300-399)

**Total 18 cr.**

**Legal Studies, Minor**

**Requirements For: Minor – 18 hours, 2.5 gpa**

- PO 200 - American National Government **Credits: 3**
- PO 202 - Introduction to Law **Credits: 3**
- PO 304 - Constitutional Law **Credits: 3**
- PO 323 - Congress and the Presidency **Credits: 3**
- PO 450 - Internship **Credits: 3**
- PH 103 - Fundamentals of Logic **Credits: 3**

**Military History, Minor**

**Requirements For: Minor - 18 Hours, 2.75 GPA**

- HIS 252 - The History of Warfare **Credits: 3**
- HIS 200 - The History of Military Thought **Credits: 3**
- HIS 330 - U.S. Military History **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**
- SO 318 - Military Sociology **Credits: 3**
- PO 344 - War and Terrorism **Credits: 3**

**Military Studies, Minor**

**Requirements For: Minor – 18 hours, 2.0 gpa**

- HIS 211 - The Great War: 1914-1918 **Credits:** 3
- HIS 330 - U.S. Military History **Credits:** 3
- HIS 332 - World War II **Credits:** 3
- PO 320 - American Foreign Policy **Credits:** 3
- Plus additional Hours from electives and/or Military Service Credit **Credits:** 6

## **Philosophy, Minor**

### **Requirements For: Minor – 18 hours, 2.75 gpa**

#### **6 hours from:**

- PH 101 - Introduction to Philosophical Thinking **Credits:** 3
- PH 102 - Introduction to Ethical Thinking **Credits:** 3
- PH 103 - Fundamentals of Logic **Credits:** 3

#### **12 additional hours in Philosophy**

12 additional hours in Philosophy, of which 9 credit hours must be at the 200 level or higher.

## **Political Science, Minor**

### **Requirements For: Minor – 18 hours, 2.0 gpa**

- PO 200 - American National Government **Credits:** 3
- PO 210 - Comparative Political Systems **Credits:** 3
- plus twelve additional hours in Political Science.

## **College of Management**

8700 NW River Park Drive – Box 7  
 Parkville, MO 64152  
 (816) 584-6308  
 business@park.edu  
 www.park.edu/academics

## **School of Business**

## **College of Management: School of Business**

Kirby Brown, M.S. *Dean, College of Management*

Penelope DeJong, Ph.D., *Associate Dean; Undergraduate Programs, School of Business*

Greg Moore, D.B.A., *Associate Dean; Graduate Programs, School of Business*

**Vision:**

The School of Business at Park University's vision is to prepare learners for the 21st century global economy as entrepreneurial thinkers who can influence the world as socially responsible business leaders.

**Mission:**

The School of Business at Park University's mission is to provide quality, innovative, application based learning to prepare a diversity of learners who can support free enterprise in a socially responsible manner in a global community.

The School of Business supervises academic requirements for all courses in Accounting, Economics, Bachelor of Science in Business Administration, and Management degrees. This academic supervision includes both face-to-face and online courses.

The following School of Business associate and baccalaureate degree academic programs are accredited by ACBSP: Accounting, Computer Information Management, Construction Management, Finance, Health Care Management, Human Resource Management, International Business, Logistics, Management, and Marketing. The following School of Business graduate degree academic programs are accredited by ACBSP: Master of Business Administration and the Master of Healthcare Administration.

The Bachelors of Science in Economics is not accredited by ACBSP.

## **Accounting, Economics, and Finance**

### **Management/Accounting, A.S.**

#### **Requirements For: A.S. Major – 33 hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- AC 309 - Individual Income Tax **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

## **Liberal Education Requirements**

### **LE100 - First Year Seminar 3 cr.**

- LE 100 - First-Year Seminar **Credits:** 3

### **Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits:** 3
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits:** 3

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits:** 3
- MA 125 - Intermediate Algebra **Credits:** 3
- MA 208 - Discrete Mathematics **Credits:** 3

### **Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

### **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)

- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## **Accounting, B.S.**

### **Requirements For: B.S. Major - 69 Hours, 2.0 GPA**

The accounting major is designed to prepare students for a professional career in public accounting, managerial accounting, tax accounting or governmental accounting. The curriculum stresses professional ethics. It is excellent preparation for graduate study in accounting, business administration or law.

#### **Business Core**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Total 39 cr.**

#### **Accounting Core 30 cr.**

- AC 309 - Individual Income Tax **Credits: 3**
- AC 312 - Business Income Tax **Credits: 3**
- AC 320 - Intermediate Accounting I **Credits: 3**
- AC 325 - Intermediate Accounting II **Credits: 3**
- AC 330 - Intermediate Accounting III **Credits: 3**
- AC 350 - Accounting Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**
- AC 425 - Advanced Accounting **Credits: 3**
- AC 430 - Auditing **Credits: 3**

#### **Choice of 3 credits electives:**

- AC 230 - Computer-Based Accounting Systems **Credits: 3**

- AC 435 - Ethics for Accountants **Credits:** 3
- AC 440 - Special Topics in Accounting **Credits:** 1-3
- AC 451 - Accounting Internship **Credits:** 1-6
- CJ 415 - Financial Investigations **Credits:** 3
- FI 410 - Problems in Corporate Finance **Credits:** 3
- FI 415 - Financial Analysis and Planning **Credits:** 3
- IB 431 - International Finance **Credits:** 3

**Note:**

*\* MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Accounting Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**



*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Accounting 30 cr.**

The Accounting Concentration is designed to prepare students for a professional career in public accounting, managerial accounting or governmental accounting. The curriculum stresses professional ethics. It is excellent preparation for graduate study in accounting, business administration, or law.

- AC 309 - Individual Income Tax **Credits: 3**
- AC 312 - Business Income Tax **Credits: 3**
- AC 320 - Intermediate Accounting I **Credits: 3**
- AC 325 - Intermediate Accounting II **Credits: 3**
- AC 330 - Intermediate Accounting III **Credits: 3**
- AC 350 - Accounting Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**
- AC 425 - Advanced Accounting **Credits: 3**
- AC 430 - Auditing **Credits: 3**

## **Business electives**

Select one from the following:

- AC 230 - Computer-Based Accounting Systems **Credits: 3**
- AC 435 - Ethics for Accountants **Credits: 3**
- AC 440 - Special Topics in Accounting **Credits: 1-3**
- AC 451 - Accounting Internship **Credits: 1-6**
- CJ 415 - Financial Investigations **Credits: 3**
- FI 410 - Problems in Corporate Finance **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- IB 431 - International Finance **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Business Economics Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Business Economics 24 cr.**

Business Economics provides students the opportunity for an in-depth understanding of the interaction between economics and business in a rapidly changing environment. Business Economics provides a framework from which students can analyze the conditions and laws affecting the production, distribution and consumption of wealth.

- EC 300 - Intermediate Microeconomics **Credits: 3**
- EC 301 - Intermediate Macroeconomics **Credits: 3**
- EC 303 - Money, Credit and Banking **Credits: 3**
- EC 450 - Senior Seminar in Economics **Credits: 3**

## **Business Electives**

Select four of the following courses:

- EC 302 - Labor Economics **Credits: 3**
- EC 305 - Special Issues in Economics **Credits: 1-3**
- EC 308 - Transition to a Market Economy **Credits: 3**
- EC 309 - Economic Development **Credits: 3**

- EC 401 - History of Economic Thought **Credits:** 3
- EC 402 - Comparative Economic Systems **Credits:** 3
- EC 404 - Managerial Economics **Credits:** 3
- EC 407 - International Trade and Finance **Credits:** 3
- EC 452 - Economics Internship **Credits:** 3-6
- EC 490 - Special Topics in Economics **Credits:** 1-3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.

- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Corporate Financial Management Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*



*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Corporate Financial Management 24 cr.**

The Corporate Financial Management concentration prepares students for careers in banking, insurance, and corporate financial management.

- EC 303 - Money, Credit and Banking **Credits: 3**
- FI 325 - Risk and Insurance **Credits: 3**
- FI 410 - Problems in Corporate Finance **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 425 - Principles of Real Estate **Credits: 3**
- IB 431 - International Finance **Credits: 3**
  
- One 3 credit hour upper level finance course  
or
- MK 389 - Professional Selling **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, International Business and Economic Development Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide

him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

## **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

### **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship

- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **International Business and Economic Development 24 cr.**

The International Business and Economic Development concentration exposes students to the interaction between the behavior of international companies and the growth of countries as they are run by governments, looking specifically at the dynamics of international development and developing nations.

- EC 300 - Intermediate Microeconomics **Credits:** 3
- EC 301 - Intermediate Macroeconomics **Credits:** 3
- EC 303 - Money, Credit and Banking **Credits:** 3
- EC 309 - Economic Development **Credits:** 3
- EC 407 - International Trade and Finance **Credits:** 3
- EC 450 - Senior Seminar in Economics **Credits:** 3
- IB 331 - International Negotiations **Credits:** 3
- IB 431 - International Finance **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Labor Economics Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**

- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

**Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

**Labor Economics 24 cr.**

The Labor Economics concentration deals with the supply (employees) and demand (organizations) as they relate to labor and how this interaction affects wages, employment, prices, profits and working conditions.



- EC 450 - Senior Seminar in Economics **Credits: 3**
- EC 300 - Intermediate Microeconomics **Credits: 3**
- EC 301 - Intermediate Macroeconomics **Credits: 3**
- EC 302 - Labor Economics **Credits: 3**
- EC 303 - Money, Credit and Banking **Credits: 3**
- HR 357 - Employment Law **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**
- MG 420 - Labor Relations **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Personal Financial Planning Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Personal Financial Planning 24 cr.**

The Personal Financial Planning concentration provides students with the necessary background to sit for the exam to become a CERTIFIED FINANCIAL PLANNER™ Professional.

- AC 309 - Individual Income Tax **Credits: 3**
- FI 325 - Risk and Insurance **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 419 - Retirement and Employee Benefit Planning **Credits: 3**
- FI 420 - Estate Planning **Credits: 3**
- FI 423 - Professional Financial Planning **Credits: 3**
- FI 424 - Personal Financial Planning Capstone **Credits: 3**

## **Electives 3 cr.**

Select one 300-400 level Finance course not listed in the Business Administration core.

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Economics, B.S.**

## **Requirements For: B .S. Major – 72-75 Hours, 2.0 GPA**

This degree program is designed to give students in-depth education in one of the applied social sciences. Economics is the social science which investigates the conditions and laws affecting the production, distribution and consumption of wealth in an organized society. Students who major in economics use their degree in working for business, government and other institutions serving in various staff and management positions. Many students combine the economics major with another related major such as political science, information and computer science, business or communications, which broadens the range of options available to them. Others plan to do graduate work in economics or other areas, which qualifies them to serve as economists or other specialists in government, business or higher education.

For all majors within the School of Business, MG 306 are required courses for students and meet the requirements for EN 306B.

### **Senior Comprehensive Examination:**

All economics majors must pass both parts of a two-part examination.

### **Economics Core 39 cr.**

- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- EC 300 - Intermediate Microeconomics **Credits: 3**
- EC 301 - Intermediate Macroeconomics **Credits: 3**
- EC 302 - Labor Economics **Credits: 3**
  
- EC 303 - Money, Credit and Banking **Credits: 3**  
or
- FI 363 - Financial Institutions and Markets **Credits: 3**
  
- EC 401 - History of Economic Thought **Credits: 3**
- EC 404 - Managerial Economics **Credits: 3**
- EC 407 - International Trade and Finance **Credits: 3**
- EC 450 - Senior Seminar in Economics **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**

### **Economics Electives 6 cr.**

- Choice of any two upper division courses in Economics

### **Business Electives 9 cr.**

- Choice of any three courses in the School of Business, two of which must be upper division

### **Minor**

- A minor from the School of Business or any University discipline

**Total 18-21 cr.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH



317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.

- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Accounting, B.S.**

### **Requirements For: B.S. Major – 69 hours, 2.0 GPA**

This management/accounting major is designed to prepare students for a professional career in public accounting, managerial accounting, tax accounting, or governmental accounting. The curriculum stresses professional ethics. It is excellent preparation for graduate study in accounting, business administration, or law.

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

#### **Accounting Requirements 30 cr.**

- AC 309 - Individual Income Tax **Credits: 3**
- AC 312 - Business Income Tax **Credits: 3**
- AC 320 - Intermediate Accounting I **Credits: 3**
- AC 325 - Intermediate Accounting II **Credits: 3**
- AC 330 - Intermediate Accounting III **Credits: 3**
- AC 350 - Accounting Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**
- AC 425 - Advanced Accounting **Credits: 3**
- AC 430 - Auditing **Credits: 3**

### **Choice of electives 3 cr.**

- AC 230 - Computer-Based Accounting Systems **Credits:** 3
- AC 435 - Ethics for Accountants **Credits:** 3
- AC 440 - Special Topics in Accounting **Credits:** 1-3
- AC 451 - Accounting Internship **Credits:** 1-6
- CJ 415 - Financial Investigations **Credits:** 3
- FI 410 - Problems in Corporate Finance **Credits:** 3
- FI 415 - Financial Analysis and Planning **Credits:** 3
- IB 431 - International Finance **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Corporate Financial Management, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 GPA**

This program is designed to impart an understanding of the various areas and principles of finance and provide the student with a body of specialized knowledge and analytical methods. The intent of the program is to meet the educational needs of students who wish to pursue careers in private or public organizations or graduate studies in finance or business administration. In addition, the finance curriculum should be of interest to students wishing to enhance their academic background.

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

#### **Financial Management 24 cr.**

- EC 303 - Money, Credit and Banking **Credits: 3**
- FI 325 - Risk and Insurance **Credits: 3**
- FI 410 - Problems in Corporate Finance **Credits: 3**

- FI 415 - Financial Analysis and Planning **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 425 - Principles of Real Estate **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- One 3 credit hour upper level finance course  
or
- MK 389 - Professional Selling **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Personal Financial Planning, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 gpa**

The Personal Financial Planning track provides students with the necessary background to sit for the exam to become a CERTIFIED FINANCIAL PLANNER™ Professional.

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**

#### **Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

#### **Personal Financial Planning 24 cr.**

- AC 309 - Individual Income Tax **Credits: 3**
- FI 325 - Risk and Insurance **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 419 - Retirement and Employee Benefit Planning **Credits: 3**
- FI 420 - Estate Planning **Credits: 3**
- FI 423 - Professional Financial Planning **Credits: 3**



- FI 424 - Personal Financial Planning Capstone **Credits: 3**
- Select one 300-400 level Finance course **Credits 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH

317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.

- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Personal Financial Planning, Certificate**

This certificate is under the Department of Finance in the School of Business. Students should contact the department with any questions.

Certificate award requires passing all courses with a grade of "C" or better.

### **Requirements for Certificate - 21 Hours, 2.0 GPA**

- AC 309 - Individual Income Tax **Credits: 3**
- FI 420 - Estate Planning **Credits: 3**
- FI 423 - Professional Financial Planning **Credits: 3**
- FI 424 - Personal Financial Planning Capstone **Credits: 3**
- FI 325 - Risk and Insurance **Credits: 3**
- FI 370 - Investment Planning **Credits: 3**
- FI 419 - Retirement and Employee Benefit Planning **Credits: 3**

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Accounting (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- AC 309 - Individual Income Tax **Credits: 3**
- AC 320 - Intermediate Accounting I **Credits: 3**
- AC 325 - Intermediate Accounting II **Credits: 3**
- AC 350 - Accounting Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**

#### **One course from the following:**

- AC 230 - Computer-Based Accounting Systems **Credits: 3**
- AC 330 - Intermediate Accounting III **Credits: 3**
- AC 430 - Auditing **Credits: 3**

- AC 435 - Ethics for Accountants **Credits: 3**
- AC 451 - Accounting Internship **Credits: 1-6**

## **Accounting (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- AC 320 - Intermediate Accounting I **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **One course from the following:**

- AC 230 - Computer-Based Accounting Systems **Credits: 3**
- AC 309 - Individual Income Tax **Credits: 3**
- AC 325 - Intermediate Accounting II **Credits: 3**
- AC 350 - Accounting Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**

## **Business Economics (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- EC 300 - Intermediate Microeconomics **Credits: 3**
- EC 301 - Intermediate Macroeconomics **Credits: 3**
- EC 303 - Money, Credit and Banking **Credits: 3**

### **Three courses from the following:**

- EC 302 - Labor Economics **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- EC 407 - International Trade and Finance **Credits: 3**
- EC 450 - Senior Seminar in Economics **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- HR 357 - Employment Law **Credits: 3**
- MG 420 - Labor Relations **Credits: 3**

## **Business Economics (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- EC 300 - Intermediate Microeconomics **Credits: 3**
- EC 301 - Intermediate Macroeconomics **Credits: 3**
- EC 303 - Money, Credit and Banking **Credits: 3**

**Two courses from the following:**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 302 - Labor Economics **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- EC 407 - International Trade and Finance **Credits: 3**
- EC 450 - Senior Seminar in Economics **Credits: 3**

**Economics, Minor**

**Requirements For: Minor—18 Hours, 2.0 GPA**

- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- 12 hours of upper division Economics electives

**Finance (For Business Majors), Minor**

**Requirements For: Minor – 18 Hours, 2.0 GPA**

- EC 303 - Money, Credit and Banking **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 425 - Principles of Real Estate **Credits: 3**
- 2 courses from the Finance concentration

**Finance (For Non-Business Majors), Minor**

**Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**

**Choice of 3 electives from the following:**

- EC 303 - Money, Credit and Banking **Credits: 3**

- FI 325 - Risk and Insurance **Credits: 3**
- FI 410 - Problems in Corporate Finance **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- FI 417 - Investment Analysis and Management **Credits: 3**
- FI 425 - Principles of Real Estate **Credits: 3**
- IB 431 - International Finance **Credits: 3**

## Management

### Construction Management, A.S.

#### Requirements For: A.S. Major – 33 Hours, 2.0 GPA

This degree program combines the principles of business management with the skills needed by construction managers. Students are prepared for careers in Construction Management, Project Management, and Building Inspection, among others. Topics include planning and scheduling, budgeting, organizing, supervising, safety, law, materials, methods, and plans analysis.

- CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety **Credits: 3**
- CO 121 - Plans Analysis **Credits: 3**
- CO 215 - Construction Safety and Health **Credits: 3**
- CO 225 - Building Codes **Credits: 3**
- CO 235 - Construction Planning **Credits: 3**
- CO 245 - Construction Estimating **Credits: 3**
- CO 360 - Project Management/Critical Path Analysis **Credits: 3**
- CO 365 - Construction Project Management **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 271 - Principles of Supervision **Credits: 3**

#### Notes:

For all majors within the School of Business, IS 141 and MG 306 are required courses for students and meet the requirements for CS 140 and EN 306B respectively.

### Liberal Education Requirements

#### LE100 - First Year Seminar 3 cr.

- LE 100 - First-Year Seminar **Credits: 3**

#### Writing Seminar 6 cr.

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits: 3**
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits: 3**

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 125 - Intermediate Algebra **Credits: 3**
- MA 208 - Discrete Mathematics **Credits: 3**

### **Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

### **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## **Management, A.S.**

### **Requirements For: A .S. Major – 27 hours, 2.0 gpa**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**

- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Total 27 cr.**

**\*IS 141 is a required course for students with majors within the School of Business and satisfies the requirement for CS 140.**

**\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.**

## **Liberal Education Requirements**

### **LE100 - First Year Seminar 3 cr.**

- LE 100 - First-Year Seminar **Credits: 3**

### **Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits: 3**
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits: 3**

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- MA 125 - Intermediate Algebra **Credits: 3**
- MA 208 - Discrete Mathematics **Credits: 3**

### **Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.



## **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

## **Management/Logistics, A.S.**

### **Requirements For: A.S. Major – 36 hours, 2.0 gpa**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- LG 324 - Contract Management and Law **Credits: 3**
- LG 415 - Quality Control **Credits: 3**
- LG 424 - Purchasing and Vendor Management **Credits: 3**
- LG 426 - Logistics Management **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**

### **Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

## **Liberal Education Requirements**

### **LE100 - First Year Seminar 3 cr.**

- LE 100 - First-Year Seminar **Credits:** 3

### **Writing Seminar 6 cr.**

- EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts **Credits:** 3
- EN 106 - First Year Writing Seminar II: Academic Research and Writing **Credits:** 3

### **Math Requirement 3 cr.**

Choose one of the following:

- MA 120 - Basic Concepts of Statistics **Credits:** 3
- MA 125 - Intermediate Algebra **Credits:** 3
- MA 208 - Discrete Mathematics **Credits:** 3

### **Natural Science Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Biology, Chemistry, Computer Science, Fitness and Wellness, Information Systems, Physical Geography, Geology, Math, Natural Science, Physics, Surveying.

### **Humanities Requirement 6 cr.**

Complete 6 hours from any of the following disciplines:

Art, Communications, English, Foreign Language, Music, Peace Studies, Philosophy, Religion, or Theatre.

### **Natural Science/Social Science/Humanities 3 cr.**

Complete an addition 3 hours of humanities, natural science, or social science in the following disciplines: Those listed under natural science or humanities or Accounting, Anthropology, Aviation, Criminal Justice, Construction, Economics, Education, Engineering, Finance, Human Geography, Health Care, History, Human Resources, International Business, Information Management, Logistics, Management, Military Science, Marketing, Political Science, Psychology, Sociology, Social Studies, Social Work.

## **Graduation Requirements**

Park University confers the Associates of Arts and Associate of Science degrees at selected locations when a candidate has satisfied the following conditions:

- Presentation of a minimum of sixty (60) earned credit hours.
- Cumulative GPA of 2.0 for Park University courses. (Some majors may require a higher cumulative GPA.)
- Satisfaction of all requirements for a major as outlined in this catalog.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of 15 earned (A, B, C, D) Park University credit hours in residence. At least nine of these credits must be in the major.

# **Business Administration, Computer Information Management Concentration, B.S.**

## **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

#### **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Computer Information Management 24 cr.**

This Concentration specifically prepares the student in computer usage while enhancing knowledge and tools of business management and organizational theory. It is both a theoretical and practical program which can prepare the student for careers in computer management, systems applications, business data analytics and other computer-related positions in business, government, and industry.

- CS 152 - Introduction to Python Programming **Credits:** 3
- CS 240 - Web Programming I **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 310 - Business Applications **Credits:** 3
- IS 315 - Computer Systems Analysis and Design I **Credits:** 3
- IM 425 - Networking and Security **Credits:** 3
- IM 435 - Business Analytics **Credits:** 3
- MG 450 - Project Management **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Human Resource Management Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

## Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA

### Business Core 39 cr.

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### Note:

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

### Concentrations

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics

- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Human Resource Management 24 cr.**

This program focuses on the study of organizations and the use of personnel as a primary institutional resource. Emphasis is placed on a behavioral science/management approach in which the understanding of individual behavior and group processes is combined with the techniques of the management of personnel within an organization. This interdisciplinary approach draws from the fields of Management, Social Psychology, and Organization Behavior to create the skills in interpersonal and intergroup relations.

- HR 353 - Introduction to Human Resource Management **Credits: 3**
- HR 355 - Planning and Staffing **Credits: 3**
- HR 357 - Employment Law **Credits: 3**
- HR 434 - Compensation Management **Credits: 3**
- HR 491 - Senior Seminar in Human Resource Development **Credits: 3**

## **Choice of 3 business electives**

**Choice of 3 business electives at the 300-400 level** with no more than 2 classes from the same program with the exception of Human Resource Management, and to include

- IS 310 - Business Applications **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492



### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Logistics Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**

- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

**Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

**Logistics 24 cr.**

Graduates of this program will be able to demonstrate a working knowledge of logistics and supply chain management. They will learn the skills necessary to increase efficiency, and demonstrate the impact of logistics

and supply chain operations on a firm's profitability. They will have a thorough understanding of the role of transportation in the US economy.

- MG 375 - Production and Operations Management **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- LG 415 - Quality Control **Credits: 3**
- LG 424 - Purchasing and Vendor Management **Credits: 3**
- LG 426 - Logistics Management **Credits: 3**

### **Choice of 3 of the following electives**

- AC 380 - Cost Accounting **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- LG 201 - Systems Engineering and Analysis **Credits: 3**
- LG 305 - International Logistics **Credits: 3**
- LG 324 - Contract Management and Law **Credits: 3**
- LG 400 - Logistics Internship **Credits: 3-6**
- LG 490 - Special Topics in Logistics **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Management Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**

- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

**Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

**Management**

Students taking the Management concentration receive a broad education covering the major functional areas of Management. This degree will help a student prepare for business or government leadership and provide him/her with knowledge and skills desired by all types of employers.

- MG 375 - Production and Operations Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**

**Business Electives**

Choice of 3 business electives at the 300-400 level from any Business Program, with no 2 taken from the same concentration with the exception of Management; and to include

- IS 310 - Business Applications **Credits: 3**

**Total 18 cr.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**



Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.

- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Project Management Concentration**

### **B.S.**

#### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

#### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

##### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

##### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Project Management 21 cr.**

The Project Management concentration will help students become proficient in the skills and processes essential to project management and prepare them to sit for the Project Management Certification Exam. Project Managers are skilled professionals tasked with the job of making sure that a project is completed well, on budget and on time.

- AC 380 - Cost Accounting **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- HR 422 - Organizational Development and Change **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Construction Management, B.S.**

### **Requirements For: B.S. Major – 63 Hours, 2.0 GPA**

This degree program combines the principles of business management with the skills needed by construction managers. Students are prepared for careers in Construction Management, Project Management, and Building Inspection, among others. Topics include planning and scheduling, budgeting, organizing, supervising, safety, law, materials, methods, and plans analysis.

For all majors within the School of Business, MG 306 is a required course and meets the requirements for EN 306B.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Construction Management Requirements 24 cr.**

- CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety **Credits: 3**
- CO 121 - Plans Analysis **Credits: 3**
- CO 235 - Construction Planning **Credits: 3**
- CO 360 - Project Management/Critical Path Analysis **Credits: 3**
- CO 365 - Construction Project Management **Credits: 3**

### **Electives 9 cr.**

Select three courses from the following. At least two courses must be 300-400 level.

Select from the following courses:

- CO 315 - Special Topics in Construction Management **Credits: 3**
- CO 450 - Construction Management Internship **Credits: 3**
- EG 360 - Environmental Impact in Engineering **Credits: 3**
- EG 390 - Engineer Administration Decision-Making Models **Credits: 3**
- EG 470 - Engineer Administration Economics **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**

Select from the following if completing two upper division electives

- CO 225 - Building Codes **Credits: 3**
- CO 245 - Construction Estimating **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management, B.S.**

### **Requirements For: B.S. Major – 57 hours, 2.0 gpa**



Students taking the Management major receive a broad education covering the major functional areas of Management. This degree will help a student prepare for business or government leadership and provide him/her with knowledge and skills desired by all types of employers.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 will satisfy the LE Social Science requirement*

### **Management 18 cr.**

- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**

### **Electives**

- Select 3 courses at the 300-400 level from any Business Program with no 2 courses taken from the same concentration with the exception of Management; and to include IS 310 Business Applications

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Computer Information Systems, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 GPA**

Today, to be a successful manager one needs to understand how computers can be used to support the organization as a whole as well as for the individual worker. This major specifically prepares the student in computer usage while enhancing knowledge and tools of business management and organizational theory. It is both a theoretical and practical program which can prepare the student for careers in computer management, systems applications and other computer-related positions in business, government, and industry.

## **Program Competencies:**

- Apply problem-solving and critical-thinking skills and use popular computer technologies in producing technology solutions.
- Communicate effectively, ethically, and professionally in a team environment.
- Identify appropriate information technologies for a given organizational context and explain how to incorporate such technologies into the given organizational context.

## **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

## **Computer Information Systems Requirements 24 cr.**

- CS 152 - Introduction to Python Programming **Credits: 3**
- CS 240 - Web Programming I **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- IS 310 - Business Applications **Credits: 3**
- IS 315 - Computer Systems Analysis and Design I **Credits: 3**
- IM 425 - Networking and Security **Credits: 3**
- IM 435 - Business Analytics **Credits: 3**
- MG 450 - Project Management **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Engineering Administration, B.S.**

### **Requirements For: B.S. Major – 72 hours, 2.0 gpa**

The Bachelor of Science degree in Engineering Administration has an "applied" orientation whereby the student is prepared to put to practical use the knowledge gained from the program. Courses in the program are designed to develop technical, administrative, and leadership skills required in managing construction personnel and activities. Skills developed in the program may be applied to a management career in a private construction

company, as an owner, in preparing for senior management careers in a large construction firm, or in managing construction personnel and projects within a military environment.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirements for EN 306\**

### **Engineering Administration Requirements 33 cr.**

- CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety **Credits: 3**
- CO 121 - Plans Analysis **Credits: 3**
- CO 225 - Building Codes **Credits: 3**
- CO 245 - Construction Estimating **Credits: 3**
- CO 360 - Project Management/Critical Path Analysis **Credits: 3**
- EG 360 - Environmental Impact in Engineering **Credits: 3**
- EG 390 - Engineer Administration Decision-Making Models **Credits: 3**
- EG 470 - Engineer Administration Economics **Credits: 3**
- EG 491 - Senior Seminar in Engineering Administration **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 420 - Labor Relations **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:



CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Entrepreneurship B.S.**

### **Requirements For: B.S. Major – 57 hours, 2.0 gpa**

The Entrepreneurship track addresses the issues an entrepreneur would face in starting their own small business. Topics addressed are specific to the unique demands of small business ownership.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 are required and satisfies the requirements for LE Social Science*

**Entrepreneurship 21 cr.**

- MG 372 - Entrepreneurial Studies **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**  
or
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**
- MK 401 - Sales Management **Credits: 3**  
or
- MK 386 - Retailing Administration **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Human Resources, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 gpa**

This program focuses on the study of organizations and the use of personnel as a primary institutional resource. Emphasis is placed on a behavioral science/management approach in which the understanding of individual behavior and group processes is combined with the techniques of the management of personnel within an organization. This interdisciplinary approach draws from the fields of Management, Social Psychology, and Organizational Behavior to create skills in interpersonal and intergroup relations.

## **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

## **Human Resources Requirements 24 cr.**

- HR 353 - Introduction to Human Resource Management **Credits: 3**
- HR 355 - Planning and Staffing **Credits: 3**
- HR 357 - Employment Law **Credits: 3**
- HR 434 - Compensation Management **Credits: 3**
- HR 491 - Senior Seminar in Human Resource Development **Credits: 3**
- Choice of 3 business electives at the 300-400 level, with no more than 2 classes from the same program with the exception of Human Resource Management, to include IS 310 Business Applications **Credits: 9 cr.**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

**Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

**Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Logistics, B.S.**

### **Requirements For: B.S. Major – 66 hours, 2.0 GPA**

The Bachelor of Science in Management/Logistics is a program designed to meet the educational and professional needs of students who wish to pursue careers in operations and/or industrial management with emphasis on logistical processes, systems, and functions. The program focuses on the study of theories, concepts, practices, and techniques in both general management and the management of logistics systems. In addition, the program is designed to provide the student with the necessary preparation for graduate work in business administration and to assist with further advanced study and experience in preparing for the professional certification sponsored by the American Production and Inventory Control Society and the National Association of Purchasing Management.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

## **Logistics Requirements 27 cr.**

- EN 306A - Scientific and Technical Writing **Credits: 3**  
or
- MG 306 - Business Communications **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- LG 415 - Quality Control **Credits: 3**
- LG 424 - Purchasing and Vendor Management **Credits: 3**
- LG 426 - Logistics Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

### **Choose 3 of the following electives:**

- IS 205 - Managing Information Systems **Credits: 3**
- AC 380 - Cost Accounting **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- LG 305 - International Logistics **Credits: 3**
- LG 324 - Contract Management and Law **Credits: 3**
- LG 400 - Logistics Internship **Credits: 3-6**
- LG 490 - Special Topics in Logistics **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**



LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Project Management, B.S.**

### **Requirements For: B.S. Major – 60 hours, 2.0 gpa**

The Project Management track will help students become proficient in the skills and processes essential to project management and prepare them to sit for the Project Management Certification Exam. Project Managers

are skilled professionals tasked with the job of making sure that a project is completed well, on budget and on time.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Notes:**

*\*MA 120 is a requirement for students with majors within the School of Business and satisfies the requirement for IS 141*

*\*MG 306 is a requirement for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 satisfy the requirements for LE Social Science*

### **Project Management 21 cr.**

- AC 380 - Cost Accounting **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- HR 422 - Organizational Development and Change **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

## **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

## **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Entrepreneurship, Certificate**

Entrepreneurship, Certificate Locations

This certificate is under the Department of Management, in the College of Management, Undergraduate School of Business. Students should contact the department with any questions.

Certificate award requires passing all courses with a grade of "C" or better.

## **Requirements For Entrepreneurship Certificate - 12 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 372 - Entrepreneurial Studies **Credits: 3**

The choice of 1 of the following classes:

- HR 353 - Introduction to Human Resource Management **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

If, because of scheduling issues, a student needs to take MG371 and MG372 concurrently, this will be permitted.

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Human Resource Management, Certificate**

This certificate is under the Department of Human Resource Management in the School of Business. Students should contact the department with any questions.

Certificate award requires passing all courses with a grade of "C" or better.

## **Requirement for: Certificate - 12 Hours 2.0 GPA**

- MG 371 - Management and Organizational Behavior **Credits: 3**
- HR 355 - Planning and Staffing **Credits: 3**
- HR 357 - Employment Law **Credits: 3**
- HR 434 - Compensation Management **Credits: 3**

## **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Project Management, Certificate**

This certificate is under the Department of Management, in the College of Management, Undergraduate School of Business. Students should contact the department with any questions.

Certificate award requires passing all courses with a grade of "C" or better.

### **Requirements for Project Management Certificate - 12 Hours, 2.0 GPA**

- MA 171 - Finite Mathematics **Credits:** 3
- MG 371 - Management and Organizational Behavior **Credits:** 3
- MG 375 - Production and Operations Management **Credits:** 3
- MG 450 - Project Management **Credits:** 3

### **Additional Requirements**

Park University confers Undergraduate Certificates at selected locations when a candidate has satisfied the following conditions:

- Completion of residency requirement, at least 50% of the coursework completed at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

## **Computer Information Management (For Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- CS 152 - Introduction to Python Programming **Credits:** 3
- IS 141 - Applied Computer Technology for Business **Credits:** 3
- IS 205 - Managing Information Systems **Credits:** 3
- IS 310 - Business Applications **Credits:** 3
- IS 315 - Computer Systems Analysis and Design I **Credits:** 3
- IM 435 - Business Analytics **Credits:** 3

**One of the following:**

- CS 240 - Web Programming I **Credits: 3**
- IM 425 - Networking and Security **Credits: 3**
- MG 450 - Project Management **Credits: 3**

**Computer Information Management (For Non-Business Majors), Minor**

**Requirements For: Minor – 24 Hours, 2.0 GPA**

- CS 152 - Introduction to Python Programming **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- IS 205 - Managing Information Systems **Credits: 3**
- IS 310 - Business Applications **Credits: 3**
- IS 315 - Computer Systems Analysis and Design I **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- IM 435 - Business Analytics **Credits: 3**

**Construction Management (For Business Majors), Minor**

**Requirements For: Minor – 18 Hours, 2.0 GPA**

- CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety **Credits: 3**
- CO 121 - Plans Analysis **Credits: 3**
- CO 235 - Construction Planning **Credits: 3**
- CO 360 - Project Management/Critical Path Analysis **Credits: 3**

**Choice of two courses from the following:**

- CO 225 - Building Codes **Credits: 3**
- CO 245 - Construction Estimating **Credits: 3**
- CO 315 - Special Topics in Construction Management **Credits: 3**
- CO 365 - Construction Project Management **Credits: 3**
- CO 450 - Construction Management Internship **Credits: 3**
- EG 360 - Environmental Impact in Engineering **Credits: 3**
- EG 470 - Engineer Administration Economics **Credits: 3**
- EG 390 - Engineer Administration Decision-Making Models **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

**Construction Management (For Non-Business Majors), Minor**



## **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

### **Three courses from the following:**

- CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety **Credits: 3**
- CO 121 - Plans Analysis **Credits: 3**
- CO 225 - Building Codes **Credits: 3**
- CO 235 - Construction Planning **Credits: 3**
- CO 245 - Construction Estimating **Credits: 3**
- CO 360 - Project Management/Critical Path Analysis **Credits: 3**
- CO 365 - Construction Project Management **Credits: 3**

## **Entrepreneurship (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- FI 415 - Financial Analysis and Planning **Credits: 3**
- MG 372 - Entrepreneurial Studies **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**

### **One from the following:**

- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MK 386 - Retailing Administration **Credits: 3**
- MK 401 - Sales Management **Credits: 3**

## **Entrepreneurship (For Non-Business Majors), Minor**

### **Requirements For: Minor – 24 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 372 - Entrepreneurial Studies **Credits: 3**
- MG 450 - Project Management **Credits: 3**

- MK 351 - Principles of Marketing **Credits: 3**

## **Human Resource Management (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- HR 355 - Planning and Staffing **Credits: 3**
- HR 357 - Employment Law **Credits: 3**

### **HR 300-400 level**

- 6 cr. hours of HR classes at 300-400 level

### **6 credit hours from the following:**

- EC 300 - Intermediate Microeconomics **Credits: 3**  
or
- EC 301 - Intermediate Macroeconomics **Credits: 3**  
or
- EC 302 - Labor Economics **Credits: 3**
  
- IS 205 - Managing Information Systems **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MG 261 - Business Law II **Credits: 3**
- MG 420 - Labor Relations **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**

## **Human Resource Management (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- HR 357 - Employment Law **Credits: 3**

### **HR 300-400 level**

- 3 cr. hours for HR classes at the 300-400 level

### **3 credit hours from the following:**

- AC 202 - Principles of Managerial Accounting **Credits: 3**

- EC 141 - Principles of Macroeconomics **Credits: 3**  
or
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MG 261 - Business Law II **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

## **Logistics (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- MG 375 - Production and Operations Management **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- LG 415 - Quality Control **Credits: 3**
- LG 424 - Purchasing and Vendor Management **Credits: 3**
- LG 426 - Logistics Management **Credits: 3**

#### **3 credit hours from the following:**

- LG 305 - International Logistics **Credits: 3**
- LG 324 - Contract Management and Law **Credits: 3**
- LG 400 - Logistics Internship **Credits: 3-6**

## **Logistics (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**  
or
- MG 306 - Business Communications **Credits: 3**
- MG 260 - Business Law I **Credits: 3**  
or
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- LG 426 - Logistics Management **Credits: 3**

#### **3 credit hours from the following:**

- LG 305 - International Logistics **Credits: 3**

- LG 400 - Logistics Internship **Credits:** 3-6
- LG 415 - Quality Control **Credits:** 3
- LG 424 - Purchasing and Vendor Management **Credits:** 3

## **Management (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- HR 353 - Introduction to Human Resource Management **Credits:** 3
- MG 401 - Senior Seminar in Management **Credits:** 3

#### **MG 300-400 level**

- 6 credit hours of MG classes at 300-400 level

#### **6 credit hours from the following:**

- EC 301 - Intermediate Macroeconomics **Credits:** 3  
or
- EC 302 - Labor Economics **Credits:** 3  
or
- EC 303 - Money, Credit and Banking **Credits:** 3
- HR 310 - Leadership and Team Building **Credits:** 3
- MG 261 - Business Law II **Credits:** 3
- MK 453 - Marketing Research and Information Systems **Credits:** 3
- LG 312 - Transportation and Distribution Systems **Credits:** 3

## **Management (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits:** 3
- MG 260 - Business Law I **Credits:** 3
- MG 371 - Management and Organizational Behavior **Credits:** 3
- MK 351 - Principles of Marketing **Credits:** 3

#### **MG 300-400 level**

- 6 credit hours of MG classes at 300-400 level

#### **3 credit hours from the following:**

- AC 202 - Principles of Managerial Accounting **Credits:** 3
- EC 141 - Principles of Macroeconomics **Credits:** 3
- EC 142 - Principles of Microeconomics **Credits:** 3

- HR 310 - Leadership and Team Building **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- MG 261 - Business Law II **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**

## **Project Management (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- AC 380 - Cost Accounting **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**

## **Project Management (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**

## **Marketing, International Business, and Health Care**

### **Business Administration, Digital Marketing Concentration, B.S.**

#### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

## **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

### **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing

- Personal Financial Planning
- Professional Sales
- Project Management

## **Digital Marketing 24 cr.**

Pursuing the Digital Marketing concentration will equip students with the knowledge and fundamentals necessary to analyze the digital landscape that has become the 'new normal' in the world of business. As the use and implementation of digital media become more of a necessity for businesses, the demand for marketing professionals with an in-depth understanding of the applications and implications of such technologies continues to grow.

- AR 218 - Graphic Design Software **Credits:** 3
- CA 218 - Public Relations **Credits:** 3
- CA 224 - Digital Media Skills **Credits:** 3
- MK 369 - E-Marketing **Credits:** 3
- MK 385 - Consumer Behavior **Credits:** 3
- MK 405 - Social Media Marketing **Credits:** 3
- MK 411 - Marketing Management **Credits:** 3
- MK 453 - Marketing Research and Information Systems **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work



## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Entrepreneurship Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**

- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

**Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

**Entrepreneurship 21 cr.**

The Entrepreneurship concentration addresses the issues an entrepreneur would face in starting their own small business. Topics addressed are specific to the unique demands of small business ownership.

- MG 372 - Entrepreneurial Studies **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**  
or
- HR 353 - Introduction to Human Resource Management **Credits: 3**

- MG 401 - Senior Seminar in Management **Credits: 3**
- MG 450 - Project Management **Credits: 3**
- MK 401 - Sales Management **Credits: 3**  
or
- MK 386 - Retailing Administration **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- FI 415 - Financial Analysis and Planning **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Health Care Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Health Care 24 cr.**

This program provides students with a comprehensive foundation of knowledge about the U.S. healthcare system, including its structure, regulations, operations, and management. Graduates of the program will have the ability to analyze the basic structures and operations of the healthcare delivery systems, use macro and micro factors to formulate administrative solutions to complex problems and challenges in healthcare, and demonstrate the ability to effectively manage organizational resources to achieve institutional objectives. This degree will prepare students for various contemporary healthcare administration practices and functions in various healthcare settings. The intent of this program is to meet the educational needs of students who intend to pursue active careers in healthcare field or enroll in graduate work in healthcare administration.

- HC 260 - Legal Issues in Health Care Delivery **Credits: 3**  
(This course takes the place of MG 260 in the core.)
- HC 351 - Organization and Administration of Health Care Programs **Credits: 3**  
(This course takes the place of MG 371 in the core.)
- HC 451 - Health Care and the Political Process **Credits: 3**
- HC 461 - The Hospital and the Community **Credits: 3**
- HC 463 - Third Party Reimbursement and Risk Management **Credits: 3**
- HC 465 - Basic Issues in Community Based Health Care Delivery **Credits: 3**
- HC 491 - Senior Seminar in Health Care Management **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

## **Elective 3 cr.**

Select one course from the following:

- HC 400 - Special Topics in Healthcare Management **Credits:** 1-3
- HC 462 - Health Care Management Internship **Credits:** 3-6
- HC 466 - Planning and Organizing Community Health Services **Credits:** 3
- HR 310 - Leadership and Team Building **Credits:** 3
- PS 361 - Cross-Cultural Psychology **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:



- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, International Business Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

### **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

## **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **International Business 21 cr.**

This program provides students with an understanding of the strategic and operational aspects of business on an international level. Graduates of the program will have the ability to analyze cultural and national differences in terms of their impact on conducting business in other cultures.

- IB 302 - International Business Culture **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- IB 451 - Seminar on International Business **Credits: 3**
- MK 395 - International Marketing **Credits: 3**

## **Electives 9 cr.**

Select three from the list below:

- CS 300 - Technology in a Global Society **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**

- IB 420 - International Trade **Credits: 3**
- IB 490 - Special Topics in International Business **Credits: 3**
- LG 305 - International Logistics **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3** (Prerequisites required)
- PC 300 - Nations At War: People of Peace **Credits: 3**
- PC 315 - Global Peace Issues **Credits: 3**
- PO 338 - Politics of the Developing World **Credits: 3**
- PO 345 - International Organizations **Credits: 3**
- PS 361 - Cross-Cultural Psychology **Credits: 3**
- RE 307 - Religion in Today's World **Credits: 3**
- SO 328 - Religion, Globalization, & Identity **Credits: 3**
- SP 312 - Cultures and Civilization of Spanish America and the Hispanic Caribbean **Credits: 3**

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Marketing Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management.

Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

## **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

### **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business

- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing
- Personal Financial Planning
- Professional Sales
- Project Management

## **Marketing 21 cr.**

The Marketing concentration provides a strong foundation for a career in marketing, allowing students to choose four electives from the field of marketing that reflect their interests. Students taking the Marketing concentration receive a broad education covering the major functional areas of Marketing.

- MK 385 - Consumer Behavior **Credits: 3**
- MK 411 - Marketing Management **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**

## **Business Electives 12 cr.**

Choose any four courses listed below:

- AR 218 - Graphic Design Software **Credits: 3**
- AR 231 - Graphic Design Studio I **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- MK 369 - E-Marketing **Credits: 3**
- MK 380 - Advertising **Credits: 3**
- MK 386 - Retailing Administration **Credits: 3**
- MK 389 - Professional Selling **Credits: 3**
- MK 395 - International Marketing **Credits: 3**
- MK 401 - Sales Management **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- MK 455 - Advertising and Promotional Strategies **Credits: 3**
- MK 463 - Marketing Internship **Credits: 3-6**
- MK 491 - Seminar in Marketing **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

**Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

**Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Business Administration, Professional Sales Concentration, B.S.**

### **Business Administration, B.S.**

Students taking the business administration major receive a broad education covering the major functional areas of business. This major will help a student prepare for a career in business or government leadership and provide him/her with knowledge and skills desired by all types of employers. It can also give one the background to organize and manage his/her family business. Graduates in business administration typically find jobs in business, production management, personnel management, marketing management, or financial management. Many serve their communities as marketing or management specialists in insurance, real estate, investments, banking, communications, manufacturing, retailing and wholesaling. A number of students with this major move into graduate study in law, management, or other business specialties.

## **Requirements For: B.S. Major – 57-69 Hours, 2.0 GPA**

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

*\*EC 141 and EC 142 will satisfy the LE Social Science area.*

*\*For the Health Care concentration, MG 260 and MG 371 are satisfied by the concentration requirements HC 260 and HC 351, respectively.*

### **Concentrations**

*(Choose One):*

- Accounting
- Business Economics
- Computer Information Management
- Corporate Financial Management
- Digital Marketing
- Entrepreneurship
- Health Care
- Human Resource Management
- International Business
- International Business and Economic Development
- Labor Economics
- Logistics
- Management
- Marketing



- Personal Financial Planning
- Professional Sales
- Project Management

## **Professional Sales 21 cr.**

The Professional Sales concentration provides students the opportunity to concentrate in the growing field of professional sales, a field in demand in all areas of business and industry.

- MK 385 - Consumer Behavior **Credits:** 3
- MK 386 - Retailing Administration **Credits:** 3
- MK 389 - Professional Selling **Credits:** 3
- MK 401 - Sales Management **Credits:** 3
- MK 411 - Marketing Management **Credits:** 3
- MK 453 - Marketing Research and Information Systems **Credits:** 3
- IB 331 - International Negotiations **Credits:** 3

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Digital Marketing, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 gpa**

Pursuing the Digital Marketing major will equip students with the knowledge and fundamentals necessary to analyze the digital landscape that has become the "new normal" in the world of business. As the use and implementation of digital media become more of a necessity for businesses, the demand for marketing professionals with an in-depth understanding of the applications and implications of such technologies continues to grow.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 satisfies the requirements for LE Social Science*

### **Digital Marketing 24 cr.**

- AR 218 - Graphic Design Software **Credits:** 3
- CA 218 - Public Relations **Credits:** 3
- CA 224 - Digital Media Skills **Credits:** 3
- MK 369 - E-Marketing **Credits:** 3
- MK 385 - Consumer Behavior **Credits:** 3
- MK 405 - Social Media Marketing **Credits:** 3
- MK 411 - Marketing Management **Credits:** 3
- MK 453 - Marketing Research and Information Systems **Credits:** 3

### **Liberal Education Requirements**

#### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

#### **Writing Seminar 6 cr.**

EN 105 and EN 106

#### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

#### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

#### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104, CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202, PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

#### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Health Care, B.S.**

### **Requirements For: B.S. Major – 63 hours, 2.0 GPA**

The intent of this program is to meet the educational needs of students who intend to pursue active careers in health care fields or enroll in graduate work in health care administration. This program is designed to provide the student with the necessary background to satisfy the demands of either alternative while at the same time developing a breadth of knowledge in the liberal arts tradition.

#### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- HC 260 - Legal Issues in Health Care Delivery **Credits: 3**
- HC 351 - Organization and Administration of Health Care Programs **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

#### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\*.*

#### **Health Care Requirements 24 cr.**

- HC 451 - Health Care and the Political Process **Credits: 3**
- HC 461 - The Hospital and the Community **Credits: 3**
- HC 463 - Third Party Reimbursement and Risk Management **Credits: 3**
- HC 465 - Basic Issues in Community Based Health Care Delivery **Credits: 3**
- HC 491 - Senior Seminar in Health Care Management **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**  
\*MG 371 is a prerequisite for MG375.

**And Choice of 1 elective from the following 3 cr.**

- HC 400 - Special Topics in Healthcare Management **Credits: 1-3**
- HC 462 - Health Care Management Internship **Credits: 3-6**
- HC 466 - Planning and Organizing Community Health Services **Credits: 3**
- HR 310 - Leadership and Team Building **Credits: 3**
- PS 361 - Cross-Cultural Psychology **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**



EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/International Business, B.S.**

### **Requirements For: B.S. Major – 60 hours, 2.0 gpa**

The Bachelor of Science in Management/International Business is a program designed to meet the educational and professional needs of students who wish to pursue careers in international business, with emphasis on global business processes, systems, and functions. The program focuses on the study of theories, concepts, practices, and techniques in international business. In addition, the program is designed to provide the student with the necessary preparation for graduate work in business administration and to assist with further advanced study and experience in preparing for international business certifications.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3 \***
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

### **Note:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120.*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

### **International Business Concentration 21 cr.**

- IB 302 - International Business Culture **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- IB 451 - Seminar on International Business **Credits: 3**
- MK 395 - International Marketing **Credits: 3**

### **Choice of any 3 electives listed below:**

- CS 300 - Technology in a Global Society **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**
- IB 420 - International Trade **Credits: 3**
- IB 490 - Special Topics in International Business **Credits: 3**
- LG 305 - International Logistics **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3** (pre-req required)
- PC 300 - Nations At War: People of Peace **Credits: 3**
- PC 315 - Global Peace Issues **Credits: 3**
- PO 338 - Politics of the Developing World **Credits: 3**
- PO 345 - International Organizations **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

## **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

## **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Marketing, B.S.**

### **Requirements For: B.S. Major – 60 hours, 2.0 gpa**

The Marketing major provides a strong foundation for a career in marketing, allowing students to choose 4 electives from the field of marketing that reflect their interests. Students taking the Marketing concentration receive a broad education covering the major functional areas of Marketing.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 are required and satisfies the LE Social Science requirement*

**Marketing 21 cr.**

- MK 385 - Consumer Behavior **Credits: 3**
- MK 411 - Marketing Management **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**

**Electives 12 cr.**

Select four courses from the following:

- AR 218 - Graphic Design Software **Credits: 3**
- AR 231 - Graphic Design Studio I **Credits: 3**
- LG 312 - Transportation and Distribution Systems **Credits: 3**
- MK 369 - E-Marketing **Credits: 3**
- MK 380 - Advertising **Credits: 3**
- MK 386 - Retailing Administration **Credits: 3**
- MK 389 - Professional Selling **Credits: 3**
- MK 395 - International Marketing **Credits: 3**
- MK 401 - Sales Management **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- MK 455 - Advertising and Promotional Strategies **Credits: 3**
- MK 463 - Marketing Internship **Credits: 3-6**
- MK 491 - Seminar in Marketing **Credits: 3**

**Liberal Education Requirements****Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

## **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Management/Professional Sales, B.S.**

### **Requirements For: B.S. Major – 60 hours, 2.0 gpa**

The Professional Sales track provides students the opportunity to concentrate in the growing field of professional sales, a field in demand in all areas of business and industry.

### **Business Core 39 cr.**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- AC 202 - Principles of Managerial Accounting **Credits: 3**
- IS 141 - Applied Computer Technology for Business **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 142 - Principles of Microeconomics **Credits: 3**
- FI 360 - Financial Management **Credits: 3**

- IB 315 - International Business Perspectives **Credits: 3**
- MA 171 - Finite Mathematics **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 495 - Business Policy **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**

**Notes:**

*\*MA 171 is a required course for students with majors within the School of Business and satisfies the requirement for MA 120*

*\*MG 306 is a required course for students with majors within the School of Business and satisfies the requirement for EN 306\**

*\*EC 141 and EC 142 are required and satisfies the requirements for the LE Social Science*

**Professional Sales 21 cr.**

The Professional Sales Major provides students the opportunity to concentrate in the growing field of professional sales, a field in demand in all areas of business and industry.

- MK 385 - Consumer Behavior **Credits: 3**
- MK 386 - Retailing Administration **Credits: 3**
- MK 389 - Professional Selling **Credits: 3**
- MK 401 - Sales Management **Credits: 3**
- MK 411 - Marketing Management **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**

**Liberal Education Requirements**

**Student Seminar 3 cr.**

LE 100 First-Year Seminar

**Writing Seminar 6 cr.**

EN 105 and EN 106

**Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**



Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Digital Marketing (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- CA 218 - Public Relations **Credits: 3**
- CA 224 - Digital Media Skills **Credits: 3**
- MK 369 - E-Marketing **Credits: 3**
- MK 385 - Consumer Behavior **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**
- MK 411 - Marketing Management **Credits: 3**

## **Digital Marketing (For Non-Business Majors), Minor**

### **Requirements For: Minor – 24 Hours, 2.0 GPA**

- IB 315 - International Business Perspectives **Credits: 3**
- CA 224 - Digital Media Skills **Credits: 3**

- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- MK 369 - E-Marketing **Credits: 3**
- MK 380 - Advertising **Credits: 3**
- MK 385 - Consumer Behavior **Credits: 3**
- MK 405 - Social Media Marketing **Credits: 3**

## **Health Care (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- HC 351 - Organization and Administration of Health Care Programs **Credits: 3**
- HC 451 - Health Care and the Political Process **Credits: 3**
- HC 461 - The Hospital and the Community **Credits: 3**
- HC 465 - Basic Issues in Community Based Health Care Delivery **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**

#### **Choose 1 elective from the following classes:**

- HC 260 - Legal Issues in Health Care Delivery **Credits: 3**
- HC 463 - Third Party Reimbursement and Risk Management **Credits: 3**
- HC 466 - Planning and Organizing Community Health Services **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

## **Health Care (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- HC 260 - Legal Issues in Health Care Delivery **Credits: 3**
- HC 351 - Organization and Administration of Health Care Programs **Credits: 3**
- HC 451 - Health Care and the Political Process **Credits: 3**
- HC 461 - The Hospital and the Community **Credits: 3**
- HC 465 - Basic Issues in Community Based Health Care Delivery **Credits: 3**

#### **Choose 1 elective from the following classes:**

- HC 463 - Third Party Reimbursement and Risk Management **Credits: 3**
- HC 466 - Planning and Organizing Community Health Services **Credits: 3**
- HR 353 - Introduction to Human Resource Management **Credits: 3**
- MG 375 - Production and Operations Management **Credits: 3**

## **International Business (For Business Majors), Minor**

### **Requirements For: Minor – 18 Hours, 2.0 GPA**

- IB 302 - International Business Culture **Credits: 3**
- IB 451 - Seminar on International Business **Credits: 3**
- MK 395 - International Marketing **Credits: 3**

**9 credit hours from the following:**

- CS 300 - Technology in a Global Society **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**
- IB 420 - International Trade **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- IB 461 - International Business Internship **Credits: 1-6**
- PO 345 - International Organizations **Credits: 3**

**International Business (For Non-Business Majors), Minor**

**Requirements For: Minor – 21 Hours, 2.0 GPA**

- IB 302 - International Business Culture **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- MK 395 - International Marketing **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**

**3 credit hours from the following:**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- CS 300 - Technology in a Global Society **Credits: 3**
- EC 141 - Principles of Macroeconomics **Credits: 3**
- EC 309 - Economic Development **Credits: 3**
- IB 331 - International Negotiations **Credits: 3**
- IB 431 - International Finance **Credits: 3**
- IB 461 - International Business Internship **Credits: 1-6**
- PO 345 - International Organizations **Credits: 3**

**Marketing (For Business Majors), Minor**

**Requirements For: Minor – 18 Hours, 2.0 GPA**

- MK 385 - Consumer Behavior **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**

**MK 300-400 level**

- Choice of 12 credit hours of MK electives at the 300-400 level

## **Marketing (For Non-Business Majors), Minor**

### **Requirements For: Minor – 21 Hours, 2.0 GPA**

- AC 201 - Principles of Financial Accounting **Credits: 3**
- MG 315 - Advanced Business Statistics **Credits: 3**
- MK 453 - Marketing Research and Information Systems **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- MK 385 - Consumer Behavior **Credits: 3**
- Choice of 2 MK electives

## **Hauptmann School of Public Affairs**

## **College of Management: Hauptmann School of Public Affairs**

Kirby Brown, M.S., *Dean, College of Management*

James Vanderleeuw, Ph.D., *Chair, Hauptmann School of Public Affairs*

### **Vision:**

Developing ethically grounded professionals for public sector management and service in community nonprofit organizations through public service values education.

### **Mission:**

Graduating leaders who exercise authority responsibly, make ethical decisions, act with moral courage, and advance human dignity worldwide.

## **Public Administration, Business Relations Emphasis, B.P.A.**

### **Public Administration, B.P.A.**

This program meets the educational needs of persons who are interested or currently working in the field of public administration, whether at the municipal, state or federal level. The BPA provides a foundational background for those students who wish to pursue graduate studies, entry-level positions, or continued professional development.

### **Requirements For: B.P.A. Major – 45 hours, 2.5 gpa**

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- AC 201 - Principles of Financial Accounting **Credits: 3**
- PO 200 - American National Government **Credits: 3**

- PO 201 - State and Local Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 334 - Public Personnel Administration **Credits: 3**
- PA 350 - Budget and Finance **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 390 - Administrative Law **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**

### **Areas of Emphasis:**

Select one (1) area of emphasis below:

- Business Relations
- Criminal Justice
- Fire Service Management
- Homeland Security
- Public Service

### **Business Relations:**

- PA 432 - Senior Project in Public Administration **Credits: 3**

### **AND three (3) of the following 9 cr.**

- CS 300 - Technology in a Global Society **Credits: 3**
- EC 401 - History of Economic Thought **Credits: 3**
- IB 315 - International Business Perspectives **Credits: 3**
- MG 260 - Business Law I **Credits: 3**
- MG 371 - Management and Organizational Behavior **Credits: 3**
- MG 372 - Entrepreneurial Studies **Credits: 3**
- MK 351 - Principles of Marketing **Credits: 3**
- PA 360 - Special Topics in Public Administration **Credits: 3**
- PA 430 - Research in Public Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Public Administration, Criminal Justice Emphasis, B.P.A.**

### **Public Administration, B.P.A.**

This program meets the educational needs of persons who are interested or currently working in the field of public administration, whether at the municipal, state or federal level. The BPA provides a foundational background for those students who wish to pursue graduate studies, entry-level positions, or continued professional development.

### **Requirements For: B.P.A. Major – 45 hours, 2.5 gpa**

- MA 120 - Basic Concepts of Statistics **Credits:** 3
- AC 201 - Principles of Financial Accounting **Credits:** 3



- PO 200 - American National Government **Credits: 3**
- PO 201 - State and Local Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 334 - Public Personnel Administration **Credits: 3**
- PA 350 - Budget and Finance **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 390 - Administrative Law **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**

### **Areas of Emphasis:**

Select one (1) area of emphasis below:

- Business Relations
- Criminal Justice
- Fire Service Management
- Homeland Security
- Public Service

### **Criminal Justice:**

- PA 432 - Senior Project in Public Administration **Credits: 3**

### **AND three (3) of the following 9 cr.**

- CJ 231 - Introduction to Law Enforcement **Credits: 3**
- CJ 232 - Introduction to Corrections **Credits: 3**
- CJ 233 - Introduction to Security **Credits: 3**
- CJ 313 - The Law of Evidence **Credits: 3**
- CJ 332 - Enterprise Risk Management (ERM) **Credits: 3**
- CJ 345 - Criminal Justice and the Community **Credits: 3**
- CJ 400 - Constitutional Law in Criminal Justice **Credits: 3**
- PA 360 - Special Topics in Public Administration **Credits: 3**
- PA 430 - Research in Public Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235, ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Public Administration, Fire Service Management Emphasis, B.P.A.**

### **Public Administration, B.P.A.**

This program meets the educational needs of persons who are interested or currently working in the field of public administration, whether at the municipal, state or federal level. The BPA provides a foundational background for those students who wish to pursue graduate studies, entry-level positions, or continued professional development.

### **Requirements For: B.P.A. Major – 45 hours, 2.5 gpa**

- MA 120 - Basic Concepts of Statistics **Credits:** 3

- AC 201 - Principles of Financial Accounting **Credits: 3**
- PO 200 - American National Government **Credits: 3**
- PO 201 - State and Local Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 334 - Public Personnel Administration **Credits: 3**
- PA 350 - Budget and Finance **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 390 - Administrative Law **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**

### **Areas of Emphasis:**

Select one (1) area of emphasis below:

- Business Relations
- Criminal Justice
- Fire Service Management
- Homeland Security
- Public Service

### **Fire Service Management:**

An Associate of Applied Science, Associate of Arts, or Associate of Science degree in Fire Service Technology or equivalent is prerequisite.

- PA 431 - Senior Seminar in Fire Services Management **Credits: 3**

### **AND three (3) of the following 9 cr.**

- CJ 353 - Emergency Management **Credits: 3**
- CJ 355 - Homeland Security **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**
- PA 331 - Public Organizations **Credits: 3**
- PA 342 - Administrative Politics **Credits: 3**
- PA 345 - The Media and Public Administration **Credits: 3**
- PA 360 - Special Topics in Public Administration **Credits: 3**
- PA 430 - Research in Public Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

### **Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142, EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A, EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Public Administration, Homeland Security Emphasis, B.P.A.**

### **Public Administration, B.P.A.**

This program meets the educational needs of persons who are interested or currently working in the field of public administration, whether at the municipal, state or federal level. The BPA provides a foundational background for those students who wish to pursue graduate studies, entry-level positions, or continued professional development.

## **Requirements For: B.P.A. Major – 45 hours, 2.5 gpa**

- MA 120 - Basic Concepts of Statistics **Credits: 3**
- AC 201 - Principles of Financial Accounting **Credits: 3**
- PO 200 - American National Government **Credits: 3**
- PO 201 - State and Local Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 334 - Public Personnel Administration **Credits: 3**
- PA 350 - Budget and Finance **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 390 - Administrative Law **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**

### **Areas of Emphasis:**

Select one (1) area of emphasis below:

- Business Relations
- Criminal Justice
- Fire Service Management
- Homeland Security
- Public Service

### **Homeland Security:**

- PA 432 - Senior Project in Public Administration **Credits: 3**

### **AND three (3) of the following 9 cr.**

- CJ 353 - Emergency Management **Credits: 3**
- CJ 355 - Homeland Security **Credits: 3**
- GGH 310 - Geography of Terrorism **Credits: 3**
- PA 360 - Special Topics in Public Administration **Credits: 3**
- PA 430 - Research in Public Administration **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

**Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

**Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

**Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

**Science with a lab Requirement 4 cr.**

Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

**Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

**Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

**Social Science Requirement 6 cr.**



Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

- Completion of a minimum of 120 semester hours with a cumulative 2.0 GPA (or higher dependent on major).
- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
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## **Public Administration, Public Service Emphasis, B.P.A.**

### **Public Administration, B.P.A.**

This program meets the educational needs of persons who are interested or currently working in the field of public administration, whether at the municipal, state or federal level. The BPA provides a foundational background for those students who wish to pursue graduate studies, entry-level positions, or continued professional development.

### **Requirements For: B.P.A. Major – 45 hours, 2.5 gpa**

- MA 120 - Basic Concepts of Statistics **Credits:** 3
- AC 201 - Principles of Financial Accounting **Credits:** 3

- PO 200 - American National Government **Credits: 3**
- PO 201 - State and Local Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**
- PA 334 - Public Personnel Administration **Credits: 3**
- PA 350 - Budget and Finance **Credits: 3**
- PA 380 - Public Service Values **Credits: 3**
- PA 390 - Administrative Law **Credits: 3**
- PA 404 - Capitalism and Societal Issues **Credits: 3**

### **Areas of Emphasis:**

Select one (1) area of emphasis below:

- Business Relations
- Criminal Justice
- Fire Service Management
- Homeland Security
- Public Service

### **Public Service:**

- PA 432 - Senior Project in Public Administration **Credits: 3**

### **AND three (3) of the following 9 cr.**

- MG 315 - Advanced Business Statistics **Credits: 3**
- PA 331 - Public Organizations **Credits: 3**
- PA 342 - Administrative Politics **Credits: 3**
- PA 345 - The Media and Public Administration **Credits: 3**
- PA 360 - Special Topics in Public Administration **Credits: 3**
- PA 430 - Research in Public Administration **Credits: 3**
- PO 210 - Comparative Political Systems **Credits: 3**
- PO 320 - American Foreign Policy **Credits: 3**

## **Liberal Education Requirements**

### **Student Seminar 3 cr.**

LE 100 First-Year Seminar

### **Writing Seminar 6 cr.**

EN 105 and EN 106

### **Math Requirement 3 cr.**

Select one of the following:

MA 120, MA 135, or higher math course excluding MA 208

### **Ethics Requirement 3 cr.**

Select one of the following:

CA 302, CS 300, EDU 310, MG 495, NS 306, PA 380, PH 102, PH 221, PH 308, PS 220, SO 220 or SW 492

### **Humanities Requirement 6 cr.**

Select one of the following Art or English:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234

And one of the following:

AR 115, AR 215, AR 216, EN 201, EN 221, EN 232, EN 234, CA 104 , CA 116, CA 235, FR 201, ML 235,ML 251, PH 101, PC 202 ,PH 205, RE 109, SP 110, SP 201, SP 202, TH 100, TH 101, TH 201, TH 216

### **Natural Science Requirement 3 cr.**

Select one of the following:

BI 214, CH 101, CH 102, CH 107 and CH 107L, CH 108 and CH 108L, GGP 115, GGP 120, GGP 205, GO 125, GO 130, GO 141, GO 151, GO 200, NS 220, NS 241, PY 101, PY 155, PY 156, PY 205, or PY 206

\*Computer Science and PE courses excluded.

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Select one of the following:

BI 101, BI 111, BI 223, BI 211, BI 212, BIO 221, BIO 225, BIO 325, BIO 327, BIO 330, BIO 337L and BIO 337, BIO 350, BIO 378, BIO 400, BIO 410, BIO 411, BIO 417, CH 107L and CH 107, CH 108L and CH 108, CH 317L and CH 317, CH 318L and CH 318, CH 328, CH 329, CH 337L and CH 337, CH 405, CH 440, GGP 115, GGP 205, GO 130, GO 141, GO 151, GO 200, GO 310, GO 320, GO 330, PY 155, PY 156, PY 205, or PY 206

### **Citizenship Requirement 3 cr.**

Select one of the following:

PO 200, PO 210, HIS 111, HIS 112, or HIS 113

### **Communications Requirement 3 cr.**

Select one of the following:

CA 103, CA 105, or TH 105

### **Social Science Requirement 6 cr.**

Select two of the following:

AN 100, CJ 100, CJ 200, EC 141, EC 142 , EDU 210, FI 201, GGH 110, GGH 200, HIS 104, HIS 105, PO 216, PS 101, PS 125, PS 205, SO 141, SO 206, or SW 205

### **Seminar: Integrative & Interdisciplinary Learning 3 cr.**

Select one of the topics for LE 300\*

## **Graduation Requirements**

### **Upper Division Hours 36 cr.**

36 hours upper division (300 - 400) level course work

### **Professional Writing Requirement 3 cr.**

EN 306A , EN 306B, EN 306C, EN 307, EDU 300, CJ 450, HIS 306, HIS 452, HIS 453, HIS 454, HIS 455, MG 306, NS 306, PA 430, PO 405, PS 300, PS 406, or SO 300

### **Additional Requirements**

Park University grants the Bachelor of Science, Bachelor of Public Administration, Bachelor of Science in Education, Bachelor of Fine Arts, and the Bachelor of Music Degree upon completion of the following requirements:

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- A minor for Geography and Information Systems majors.
- Satisfaction of all requirements for a major.
- Completion of degree specific requirements.
- Completion of Liberal Education requirements.
- Completion of residency requirement, 30 hours of earned and graded (A, B, C, D) college hours at Park University. At least 15 of these 30 hours must be in the major.

## **Public Administration, Minor**

### **Requirements For: Minor – 18 hours, 2.5 gpa**

18 hours must include

- PO 200 - American National Government **Credits: 3**
- PA 330 - Public Administration **Credits: 3**
- PA 333 - Public Management and Leadership **Credits: 3**

### **9 Hours of PA Prefix Electives**

9 hours of PA prefix electives from the BPA Core and/or Public Service emphasis area excluding

- PA 430 - Research in Public Administration **Credits: 3**
- PA 431 - Senior Seminar in Fire Services Management **Credits: 3**
- PA 432 - Senior Project in Public Administration **Credits: 3**

## Certificates:

For information regarding the certificate in Terrorism and Homeland Security from the Department of Criminal Justice.

## Special Academic Programs

- Global Proficiency Program
- Honors Academy
- Honor Societies
- Internships and Cooperative Education
- Minor Programs
- Personal Major Program
- Reserve Officer Training Corps (ROTC)
- Study Abroad Programs
- Undergraduate Certificate Programs

## Undergraduate Certificate Programs

An undergraduate certificate program consists of a logically sequenced and academically coherent subset of courses, which is intended to prepare students for professional practice in certain applied fields. Because of the program's emphasis on application, the choice of courses often represents more practice-oriented didactic contents. Courses taken toward a certificate program may be applied to an undergraduate degree depending upon the requirements of the particular degree to which a student wishes to apply the credits. Undergraduate certificate programs consist of 12-18 credit hours.

General criteria for admission to any undergraduate certificate program include:

1. A high school diploma or equivalent. Individual certificate programs may have additional admissions requirements.\*
2. Each program may establish the minimum grade point average, English language examination score, standardized test scores, and other entry criteria. Such flexibility is permitted to meet the needs of the target student population.
3. Undergraduate students who are currently enrolled in an undergraduate program may simultaneously pursue an undergraduate certificate program, with the permission of the program or department chair offering the certificate program. Certificate-seeking students who are not degree-seeking students will be classified as certificate students for the purpose of keeping University-wide enrollment data. Certificate students will have access to the Library and University-wide facilities, subject to the rules governing those facilities.
4. Certificate students are not automatically eligible for admission to the related undergraduate program. If they wish to pursue an undergraduate degree, they must submit an application, meeting all the entrance requirements for that program.
5. Certificate programs alone are not eligible for federal, state, or institutional financial aid. However, federal financial aid may be applied to undergraduate certificates for students in a complementary degree program who can earn the certificate courses as part of completing the requirements for that degree. Federal financial aid may also be applied to undergraduate certificates completed by degree seeking students in programs outside of the certificate area if the courses are completed within the overall hours (generally 120 or 122) needed for graduation. Non-degree seeking students who wish to enroll in the stand-alone certificate should consult with their Success Coach regarding funding opportunities. Students may also apply for a private student loan to help finance their certificate program. Park University does not endorse or recommend the use of any particular alternative

educational loan, but encourage students to review the private loan programs available to determine which option best meets their personal financial needs.

The following minimum requirements must be satisfied to earn an undergraduate certificate\*:

- Complete at least 50% of the coursework at Park
- Earn a minimum cumulative GPA of 2.0\* (for courses in the certificate)
- Meet all requirements of the specific program, as outlined in the Degree Requirements section of the catalog

\*Individual departments may establish additional (or higher) requirements (refer to the Academic Degree Programs section of the catalog for program-specific requirements).

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## **Global Proficiency Program**

### **What is Global Proficiency?**

Global proficiency is defined at Park University as demonstrating the knowledge, intercultural engagement skills, cross-cultural communication competency and attitudes necessary to participate effectively and responsibly in the global environment.

### **Why is global proficiency important?**

1. It helps fulfill the mission of Park University to prepare learners to think critically, communicate effectively, and engage in lifelong learning while serving a global community.
2. It serves as a valuable credential to add to resume when seeking an internship or a job.
3. It embodies knowledge, skills, and attitudes that will serve students personally and professionally.
4. Completion of this program will be noted on a student's official transcript.

### **Goals:**

1. Provide students with intercultural educational opportunities at home and abroad
2. Provide students with an opportunity to fulfill Park's international and multicultural learning objectives:
  1. Students will demonstrate an understanding of the interconnectedness of political, economic, and social systems. They will evaluate and analyze these systems.
  2. Students will distinguish among the different perspectives of world history, intercultural issues, and world viewpoints. An understanding of geography will be critical to successfully undertaking this analysis.
  3. Students will demonstrate an ability to communicate with people of different cultures, backgrounds, and countries.
3. Provide students with the tools and credentials needed to become leaders in a global workforce.

### **Requirements:**

Students will meet requirements 1-8 below. Requirement #7 dictates the accrual of 30 points through participation of various intercultural experiences. The last requirement, and chief assessment tool for the GPP, is an electronic portfolio.

1. Application submitted on website, reviewed by the coordinator/the Office of Global Education and Study Abroad and approved by the Internationalization Committee (IC).
2. Orientation session conducted by the Office of Global Education and Study Abroad.
3. Language study— Students must complete 3 semester hours of an intermediate language course (Students who qualify for English as a Second Language status based on their admission code will fulfill the requirement by either establishing English proficiency at the intermediate level through testing or by completing English as an International Language classes at the intermediate level.
4. EDU 310 - Issues in Diversity and World Cultures, PS 361 - Cross-Cultural Psychology, or equivalent course as approved by the IC.
5. One global humanities course or equivalent from the current list of courses approved by the IC. For example, ML 315 - Selected Topics in Literature and Culture or graduate level equivalent course.
6. Participation in a university sponsored and/ or approved international academic experience — short-term or long-term study-abroad, and/or service learning project.
7. Global activities and experience—students must accrue 30 points total from a minimum of two activities in this category during the students' enrollment at Park. A short one page report must accompany a request for points in these areas and will be submitted to the academic advisor who will seek approval from the IC committee.

These include:

1. Projects, activities or other experiences as approved by the IC—Up to 30 points;
  2. Participation in Model United Nations or Model OAS —15 points for one year's active participation, 15 points maximum.
  3. Participation in other co-curricular or extra-curricular international program as approved by the IC. — 15 points per one year's active participation;15 points maximum;
  4. Internship in an international organization or with an organization which works with other international organizations—15 points per semester long internship, 15 points maximum;
  5. Participation in World Student Union—5 points per one year's active participation (minimum of attendance at 6 meetings in a year and participation in at least 3 events); 10 points maximum;
  6. Participation in Coming to America series—5 points per speech; 10 points maximum;
  7. Attending cross or multicultural events, lectures, etc, and writing a report on that experience— 5 points per event; 20 points maximum;
  8. Foreign language major or minor—20 points;
  9. Volunteering with an international organization—15 points per semester, 15 points maximum;
  10. Participation in International Classroom Partnership or Cultural Sharing program—15 points per semester; 15 points maximum;
8. E-Portfolio consisting of archived materials from the above experiences, as well as a 3-5 page reflective essay on the students' experience seeking completion of the program as indicated by receipt of the certificate.

## Completion of the Program

- Once a student has completed the requirements of the Program, he/she must submit his/her portfolio to the academic advisor.
- The portfolio will be reviewed by the IC.
- IC will make a recommendation to Academic Affairs.
- Academic Affairs will notify the registrar of the student's completion of the GPP.
- The registrar will then add the annotation to the audit/transcript.
- The GPP Certificate of Completion will be created by the Office of International Education and Study Abroad, and then signed by Academic Affairs, the appropriate Dean and Chair of the IC.
- The GPP Certificate of Completion will be awarded to the student at the Honor's Convocation and/or mailed to the student.

## Eligibility requirements:

1. Undergraduate students at Park currently enrolled in a degree program. Students are encouraged to seek admission to the GPP by the second semester of the junior year.
2. Graduate Students at Park and/or anyone else who has completed a bachelor's degree and is interested in enrolling at Park to complete the Program.

## Assessment:

The E-portfolio will serve as the chief program assessment tool. It will be assessed using international education assessment tools developed by the American Council on Education.

The IC committee and GPP coordinator may jointly develop a rubric to assess the E-portfolio.

**Notes:** How is the Global Proficiency Program different from the Global Culture and Leadership Certificate Program? The Global Proficiency Program is open to undergraduate and graduate students, both on campus and online.

- The Office of Global Education and Study Abroad serves as the record keeper and coordinator with all decision-making and changes being made by the IC.

## Personal Major Program

### (Parkville Daytime Campus Center Only)

There are many reasons why students go to college. Not the least of these is to participate in the formal learning situations provided by a college curriculum. Unfortunately, the intensive learning opportunities afforded by the standard college curriculum do not always correspond to a particular student's reasons for going to college. These intensive learning opportunities are usually cataloged as departmental major programs and impose a relatively limited number of alternatives. It would seem desirable to increase the number of options that are available to students matriculating at a college. Therefore, Park University designed the Personal Major, in which a student, with appropriate institutional guidance, is allowed to construct an intensive learning experience which corresponds to his/her own needs where these fall outside the traditional major fields.

The Personal Major Program at Park University is an individualized curriculum in which objectives and content have been chosen by the student in consultation with his/her advisor(s). The program is approved by the Provost or designee. As with other major programs, the student is subject to all general degree requirements at Park University. A 2.0 GPA is required in the major of the designed program.

## Minor Programs

Minors are required for students seeking the Bachelor of Arts degree, as well as for students pursuing the Bachelor of Science in Economics, Geography and/or Information Systems. Students pursuing other bachelor degrees (BSW, BS, BPA, BM or BSE) may select a minor if such minor is approved and readily available at the student's campus center. For a list of available minors, consult with the appropriate academic department or success advisor.

**Note:** Students are unable to select a minor in the same discipline as the major. (i.e. Students cannot do a Management major and a Management minor)

A minor must be declared in conjunction with a bachelors program. A minor may not be declared independently, with an associates program or a certificate program.



## **Internships and Cooperative Education**

A number of majors and departments provide students with opportunities for hands-on experience related to classroom learning. Generally, work experience which is not paid but which carries significant academic credit is considered an internship.

Cooperative education is defined as an on-the-job learning experience, jointly supervised by a faculty member and a representative of the employer, for which the student is paid.

Under a cooperative education arrangement, a student typically, but not necessarily, alternates semesters of full-time study at Park University with semesters of full-time employment in an organization, which will enhance the student's training, development and career goals. The employment periods are a regular, continuing and essential element in the student's educational process.

## **Study Abroad Programs**

Park University offers summer, semester and year-long study abroad opportunities in more than thirty countries; all Park students are welcome to apply. For more information, please contact the Office of Global Education and Study Abroad at (816) 584-6510.

Degree-seeking students enrolled in a study abroad program that is approved for credit by Park University are considered enrolled for the purpose of applying for assistance for federal financial aid.

## **Reserve Officer Training Corps (ROTC)**

Park University affords students the opportunity to complete the Army or Air Force Reserve Officer Training Corps (ROTC) program while earning a baccalaureate degree. Completion of the four-year program leads to a commission as a second lieutenant in the active Army, Army Reserves, Army National Guard or the United States Air Force.

Cadets must meet military medical, fitness and weight standards prior to entrance into Advanced ROTC.

ROTC scholarships are also available to students who have excellent academic records as freshmen and sophomores, and who exhibit outstanding leadership potential in school or community activities. These scholarships, for two or three years, provide full tuition and fees reimbursement, a textbook and supplies allowance each semester and \$150 per academic month to defray other living costs. In addition, Park University awards ROTC scholarship winners room and board remission at the Parkville Daytime Campus Center.

Prior military service in the Army, Air Force, Navy or Marine Corps automatically waives the first two years (freshman and sophomore) of ROTC courses, and permits direct entrance into Advanced Military Science (junior and senior) courses.

## **Army ROTC Program Summary**

Army ROTC is offered to Parkville Daytime Campus Center students by special arrangement. Park KC Area students in a full-time equivalent status may qualify and at Park Campus Centers where cross-town agreements have been established.

ROTC basic summer camp of six weeks may be substituted for the first two years of ROTC for community college graduates and students who do not complete basic ROTC courses in their first two years of college. Attendance at a five-week Summer ROTC Advanced Camp is required between junior and senior years.

Park University awards four semester hours of lower level electives for completion of Basic Military Science and six semester hours of upper level electives for completion of Advanced Military Science. These 10 hours may be applied toward the graduation elective requirement. There are no course fees; textbooks and uniforms are government-furnished.

Upon entering junior-level Advanced ROTC, cadets are contracted by the Army to accept a commission upon graduation with a bachelor of arts or bachelor of science degree and are paid \$150 per month while a full-time student at Park University. In addition, cadets are paid approximately \$700 plus room, board and transportation for attendance at Summer Camps.

## **Air Force ROTC Program Summary**

Air Force ROTC Program/Aerospace Studies courses are offered only at Air Force Campus Centers offering AFROTC with cross-town agreements.

Most scholarships pay full college tuition and most laboratory, textbooks, and incidental fees, plus a \$200-\$400 monthly nontaxable allowance during the school year.

Aerospace Studies consists of the General Military course and the Professional Officer Course. The General Military Course is the first half of the four-year program and is taken during the freshman and sophomore years, giving the student an opportunity to "try out" Air Force ROTC for up to two years without incurring any obligations, unless the student has an ROTC scholarship. The General Military Course consists of four semesters of study with one hour of classroom work, two hours of leadership laboratory, and two hours of physical fitness training per week. The Professional Officer Course consists of four semesters of study and leads to a commission in the United States Air Force. Leadership and management skills as they apply to a junior officer in the Air Force are emphasized. Three classroom hours, two hours in leadership laboratory, and two hours of physical fitness training are required weekly. Students interested in this program leading to a commission should contact the Professor of Aerospace Studies at the participating cross-town institution.

## **Honors Academy**

### **Academy Mission**

The mission of the Honors Academy at Park University is to empower qualified students to apply critical thought in an exploration of academic excellence, service, and leadership, with a goal of employing those three essential elements as tools to help shape their local and global communities.

### **Program Description**

The Honors Academy is a special program for which formal application is required. The Academy is open to undergraduate students from all disciplines. Incoming freshmen, current students, and transfer students with a cumulative GPA of 3.75 and an ACT score of at least 28 can apply for admission at: <https://www.park.edu/academics/honors-academy/apply/>. The Honors Academy seeks students who desire to learn not only for self-satisfaction, but also as a means through which they may contribute to their campus, city, national, and global communities in support of the University and Academy mission statements. The program is designed to challenge academically well prepared students while introducing and reinforcing the experiential learning outcomes Park University's Literacies.

The three foci of the Academy, Service, Leadership, and Scholarship are explored through the curriculum:

Freshmen Year: Class Service Project

Sophomore Year: HN250, HN299

Junior Year: HN303, HN304

## **Honor Societies**

### **Alpha Chi**

**(Parkville Daytime Campus Center only)**

A chapter of Alpha Chi, a national honor society was established at Park University in 1987. The purpose of Alpha Chi is to promote academic excellence and exemplary character among university studies and to honor those who achieve such distinction. Invitation to join the society is reserved for students within the top 10% of the junior and senior classes with a minimum of 3.80 GPA. The Parkville faculty votes on candidates meeting these criteria and selects the nominees. Contact the Office of Academic Affairs for further information.

### **Alpha Kappa Delta**

Alpha Kappa Delta (AKD), the International Sociology Honor Society, will have a new chapter at Park University in Fall, 2007. AKD was founded in 1920 to provide a forum for student and faculty interchange and is dedicated to promoting, facilitating, and recognizing academic scholarship. Since its inception, over 80,000 scholars have been initiated into the Society and over 490 chapters have been chartered internationally.

### **Alpha Sigma Lambda (ASL)**

A chapter of Alpha Sigma Lambda Honor Society was established at Park University in 2010. It is the oldest and largest chapter based honor society for full and part time students with over 300 chartered chapters throughout the United States. For the nontraditional student, the Society is an inspiration for continuing scholastic growth and builds pride through recognition. At Park, the Pi Upsilon Chapter of Alpha Sigma Lambda fosters university-wide appreciation for the academic achievements and contributions of students and faculty. As well, ASL helps recruit and retain nontraditional adult students. Invitations to join the Society is reserved for students within the top 10% of the senior class with a minimum of 24 earned Park hours, a grade point average of 3.75 on a 4.0 scale or its equivalent, and are actively involved in community service. For additional information contact Park Campus Centers and Online Learning for further information.

### **Beta Beta Beta**

Beta Beta Beta (TriBeta) is a society for students, particularly undergraduates, dedicated to improving the understanding and appreciation of biological study and extending boundaries of human knowledge through scientific research. Since its founding in 1922, more than 175,000 persons have been accepted into lifetime membership, and more than 430 chapters have been established throughout the United States and Puerto Rico.

### **Delta Mu Delta**

Founded in 1913, Delta Mu Delta (DMD) is the International Honor Society for business programs accredited by the Accreditation Council for Business Schools and Programs (ACBSP) at the baccalaureate, graduate, and doctoral levels. DMD recognizes and encourages academic excellence of students at qualifying universities to create a community that fosters the well-being of its individual members and the business community through lifetime membership.

### **Phi Alpha/Rho Epsilon**

Phi Alpha, the national honors society in Social Work, was founded in 1960 and Park University's chapter, Rho Epsilon, was founded in 2010. The purpose of Phi Alpha Honor Society is to provide a closer bond among students of social work and promote humanitarian goals and ideas. Phi Alpha fosters high standards of education for social workers and invites into membership those who have attained excellence in scholarship and achievement in social work.

## **Phi Alpha Theta/Zeta Omicron**

A professional society whose mission is to promote the study of history through the encouragement of research, good teaching, publication and the exchange of learning and ideas among students and historians. We seek to bring students, teachers and writers of history together for intellectual and social exchanges, which promote and assist historical research and publication by our members in a variety of ways.

## **Pi Gamma Mu**

### **(International Honor Society in Social Science)**

A Chapter of PI GAMMA MU, was established at Park in 1959. The society has as its primary objectives to encourage the study of social science among undergraduate students and faculty members in colleges and universities throughout the world, and to recognize outstanding achievement through election to membership and the presentation of various awards for distinguished achievement. Any Park University student of good moral character who is a junior or senior can be considered for nomination. A qualified student shall have at least twenty semester hours of social science with a grade point average of 3.0 or better and an overall GPA of 3.7; academically ranked in the upper 35 percent of his/her class; junior or senior status; and no record of academic failure in the social sciences. Contact the Social Science Department for further information.

## **Pi Lambda Theta**

Founded in 1920, Pi Lambda Theta is the most selective national honor society of educators; a forum for exchanging and developing ideas, fostering individual leadership, and promoting professionalism. PLT also works on an international and regional basis, as well as hosts both regional and international conferences. It promotes service teaching and learning offering networking opportunities among members across the world. It is a prestigious honor to be accepted into its membership. PLT extends membership to students and professionals who satisfy academic eligibility requirements.

## **Pi Sigma Alpha**

### **(Alpha Delta Upsilon Chapter)**

Pi Sigma Alpha, the National Political Science Honor Society, is the only honor society for college students of political science and government in the United States. Pi Sigma Alpha was founded in 1920 for the purpose of bringing together students and faculty interested in the study of government and politics. Membership in Pi Sigma Alpha is open to juniors, seniors, and graduate students currently enrolled in institutions where chapters are located.

## **Psi Chi**

Psi Chi is an international honor society in Psychology, founded in 1929 for the purposes of encouraging, stimulating, and maintaining excellence in scholarship, and advancing the science of psychology.

## **Sigma Alpha Pi**

### **(National Society of Leadership & Success)**

The purpose of Sigma Alpha Pi, The National Society of Leadership and Success, is to help individuals create the lives they desire by helping them discover what they truly want to do, and giving them the support, motivation, and skills to achieve their goals.

## **Sigma Delta Pi**

### **(Spanish Honor Society)**

Sigma Delta Pi, a member of the Association of College Honor Societies, is devoted to serving qualified students of Spanish in four-year colleges and universities. The Society provides access to Scholarship programs, annual undergraduate awards for summer study in Spain, Mexico and Ecuador, research grants for graduate students, and eligible students may apply for \$500 merit-based scholarships and internships. All qualified students interested in Spanish and Hispanic cultures, literatures and the Spanish language are welcome to apply for active membership and to participate in the Society's induction ceremony in the spring of each academic year. Contact the Department of English and Modern Languages for more information.

## **Sigma Tau Delta**

### **(English Honor Society)**

All students interested in writing and literature are invited to join an organization that sponsors charity events, hosts poetry and other creative writing contests, and engages in fundraising efforts to send students to the annual Sigma Tau Delta convention. While all members have associate membership in Sigma Tau Delta, the premier international English honor society, English majors and minors may apply for active membership in Sigma Tau Delta if they meet the honor society's qualifications.

## **Graduate Programs**

Graduate programs are critical for student success in a relentlessly dynamic global employment environment and for the nation's competitiveness in our high-tech knowledgebased economy.

Park University offers an impressive array of high quality graduate programs to over 2,100 graduate students world-wide. Students from 50 different nations were enrolled in graduate courses.

Courses are taught face-to-face and online.

[\*\*View Graduate Programs Here\*\*](#)

### **4+1 Accelerated Bachelors to Masters**

4+1 Bachelor to M.P.A.

4+1 Undergraduate to M.B.A.

4+1 Undergraduate to M.H.A.

### **Pursuing Graduate Study At Park University:**

Park University undergraduate seniors with a 3.6 cumulative grade point average, while still completing their bachelor's degree, may be permitted to take up to nine (9) graduate credit hours in a non-degree seeking status. These credits will be applied to the appropriate graduate program after the student has received his/her undergraduate degree and has been admitted to a graduate degree or certificate program. *Financial Aid is not available for courses taken as a non-degree seeking student.*

For information on graduate study, including programs, tuition, and admission requirements, please consult the *Park University Graduate Catalog*, or visit the website [www.park.edu/academics](http://www.park.edu/academics).

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## **Academic Calendar**

### **Classes and Examination Periods**

<b>Fall</b> (Sixteen-Week Session)	August 17 - December 13, 2020 Exams: December 7 - 13, 2020
<b>Fall I</b> (Eight-Week Session)	August 17 - October 11, 2020 Exams: October 5 - 11, 2020
<b>Fall II</b> (Eight-Week Session)	October 19 - December 13, 2020 Exams: December 9 - 15, 2020
<b>Spring</b> (Sixteen-Week Session)	January 11 - May 9, 2021 Exams: May 3 - 9, 2021
<b>Spring I</b> (Eight-Week Session)	January 11 - March 7, 2021 Exams: March 1 - 7, 2021
<b>Spring II</b> (Eight-Week Session)	March 15 - May 9, 2021 Exams: May 3 - 9, 2021
<b>Session I</b> (Two-Week Session)	May 10 - May 23, 2021 'Maymester'

### **Summer**

<b>Session II</b> (Eight-Week Session)	June 7 - August 1, 2021 'Summer Session'
<b>Session III</b> (Four-Week Session)	June 7 - July 4, 2021 'Junemester'
<b>Session IV</b> (Four-Week Session)	July 5 - August 1, 2021 'Julymester'

**Selected Campus Centers may also have the following sessions:**

<b>Fall III</b> (Four-Week Session)	August 17- September 13, 2020
<b>Fall IV</b> (Four-Week Session)	September 14 - October 11, 2020
<b>Fall VII</b> (Four-Week Session)	October 19 - November 15, 2020
<b>Fall VIII</b> (Four-Week Session)	November 16 - December 13, 2020
<b>Winter I</b> (Four-Week Session)	December 14, 2020 - January 10, 2021
<b>Spring III</b> (Four-Week Session)	January 11 - February 7, 2021
<b>Spring IV</b> (Four-Week Session)	February 8 - March 7, 2021
<b>Spring VII</b> (Four-Week Session)	March 15 - April 11, 2021
<b>Spring VIII</b> (Four-Week Session)	April 12 - May 9, 2021

#### **Additional Park University Calendars**

### **Holidays and Recess**

Labor Day	September 2, 2019 (Fall I classes will be held, offices closed)
Fall Recess	October 14 - 20, 2019 (16 week sessions only)
Veteran's Day	November 11, 2019 (Fall II classes will be held, offices closed)
Thanksgiving Recess	November 28 - 29, 2019 (Fall II classes will be held, offices closed)
Christmas Holiday	December 24 - 25, 2019 (offices closed)
Martin Luther King Day	January 20, 2020 (Spring I classes will be held, offices closed)
President's Day	February 17, 2020 (Spring I classes will be held, offices closed)
Spring Recess	March 9 - 15, 2020 (16 week sessions only)
Memorial Day	May 25, 2020 (offices closed)
Independence Day	July 3, 2020 (observed, offices closed)

### **Commencement**

Mid-Year December 12, 2020

## Final Exam Schedule

The dates of the final exams are listed across the top of the chart. The final exam times are listed to the left side of the chart. Locate your scheduled class time within the grid and cross reference the date and time of the final.

NOTE: Evening and weekend classes will have final exams during finals week on the regularly scheduled day.

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>8:00 - 10:30</b>	M: 8:00-12:00 M:8:30-12:30 MW: 8:00-8:50 MWF: 8:00-8:50	TR: 7:20-8:35 TR: 7:25-8:35	W:8:00-3:00 W:8:00-11:00 W:8:00-12:00 W: 9:00-9:50 W: 9:00-11:30 W:9:00-12:00 MW: 9:00-9:50 MW: 9:00-11:45 MW: 9:00-11:50 MWF: 9:00-9:50	R: 9:00-12:00 TR: 8:45-10:00 TR: 8:45-11:25	Unscheduled class times and makeup examinations.
<b>10:45 - 1:15</b>	M: 9:00-11:30 M:10:00-12:50 M: 11:15-1:45 M: 11:30 - 3:30 MW: 10:00-12:30 MW: 10:00-10:50 MWF: 10:00-10:50 MW: 12:00-1:15	T:10:10-1:00 T:11:30-2:30 TR: 11:30-12:50 TR: 11:35-12:25 TR:11:35-12:50 TR:11:35-2:15	W: 10:00-10:50 W:10:00-12:00 W: 10:00-12:50 W:10:10-1:00 W:11:00-11:50 MW: 11:00-11:50 MWF: 11:00-11:50	R:10:00-11:00 R:10:10-1:00 R: 12:00-12:50 R:12:00-1:00 R: 12:00-2:50 TR: 10:00-11:25 TR: 10:10-11:20 TR:10:10-11:25 TR:10:10-11:35	
<b>1:30 - 4:00</b>	M: 12:00- 3:00 M: 12:15-2:30 M:1:00-4:00 M: 1:30-2:45 M: 1:30-4:15 M: 1:30-4:20 M: 2:00-4:15 M: 2:00-4:30 M:2:00-4:50 MW: 12:00-2:45 MW: 2:25-3:40	T:12:00-3:00 T:1:00-3:30 T:2:25-5:15 TR:1:00-2:15	W: 12:00-3:00 W:12:30-4:30 W: 1:00-1:50 W: 1:00-4:00 W: 1:30-4:20 W: 2:00-2:50 W:2:00-4:50 MW: 12:00-1:15 MW:12:00-2:45 MW: 1:30-2:45	R:1:00-4:00 R: 2:25-3:15 R: 2:25-5:15 TR:1:30-2:45 TR:2:25-3:40 TR:2:25-3:45 TR:2:25-5:05 TR:2:25-5:15 TR: 3:50-5:05	
<b>4:15 - 6:45</b>	M:4:30-6:30 M: 4:45-7:15 M:5:00-10:00 M: 5:30-8:00 M: 5:30-8:30 MW: 5:45-7:00 MW: 5:55-7:10	T:6:00-9:00 TR: 2:25-3:40 TR: 2:25-5:15 TR:2:25-5:05 TR: 2:25-3:45	W:4:00-9:00 W:5:30-8:00 W:5:30-8:30 MW:3:00-4:15 MW:3:00-5:45 MW:4:30-5:45	R: 3:00-5:30 R: 3:50-6:20 R: 4:30-5:50 R: 4:30-7:00 R: 4:30-6:10 R: 5:30-8:00 R: 5:30-8:30	



	MW: 6:00-8:45			TR: 3:00-4:15	
<b>7:00 - 9:30</b>	M:7:01-9:50 MW: 5:45-7:00 MW: 6:00-8:40 MW: 6:00-8:45	T: 4:00-9:00 T:5:30-8:00 T: 6:00-8:30 TR: 5:30-8:10	W: 4:30-7:00 W: 5:30-8:00 W: 7:00-9:50	R: 5:30-8:00 R: 6:00-8:30 R: 7:00-9:50	

## Missed Final Exams

Only extraordinary circumstances warrant a student being allowed to make up a missed final examination. It is the student's responsibility to contact the faculty member before the scheduled exam to request permission to take a makeup exam. In the process of determining whether a makeup exam should be allowed, the burden of proof is on the student. The faculty member has the right to request verification of any excuse offered by the student.

If there is a conflict on the exam schedule, students are responsible for contacting their instructors prior to the scheduled exam time and arranging a makeup time.

## Contact Information

- Contact Directory
- Campus Center Locations

## Contact Directory

Parkville Daytime Campus Center  
8700 NW River Park Drive  
Parkville, MO 64152-3795  
(877) 505-1059

College of Management  
8700 NW River Park Drive – Box 7  
Parkville, MO 64152  
(816) 584-6308  
business@park.edu  
www.park.edu/academics

College of Education and Health Professions  
8700 NW River Park Drive – Box 22  
Parkville, MO 64152  
(816) 584-6335  
www.park.edu/academics

College of Liberal Arts and Sciences  
8700 NW River Park Drive – Box 58  
Parkville, MO 64152  
(816) 584-6480  
www.park.edu/academics

#### Park KC Area

911 Main, Suite 300  
Kansas City, MO 64105-1630  
(816) 559-5601  
[www.park.edu/academics](http://www.park.edu/academics)

#### Park Online Learning

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 584-6240  
[www.park.edu/academics](http://www.park.edu/academics)

#### Gilbert Campus Center

(480) 214-2100  
92 W Vaughn Avenue  
Gilbert AZ 85233  
[gilb@park.edu](mailto:gilb@park.edu)

#### Graduate Programs

8700 NW River Park Drive  
Parkville, MO 64152-3795  
(816) 559-5625  
[www.park.edu/academics](http://www.park.edu/academics)

#### Graduate Program Contact Numbers:

(816) 559-5635 - Business Administration (M.B.A.)  
(816) 584-6263 - Communication & Leadership (M.C.L.)  
(816) 584-6335 - Education (M.Ed.)  
(713) 557-7495 - Healthcare Administration (M.H.A.)  
(816) 584-6484 - Music (M.M.)  
(816) 559-5609 - Hauptmann School of Public Affairs and Administration (M.P.A., B.P.A.)  
(816) 584-6586 - Social Work (M.S.W)

#### Web Site

[www.park.edu](http://www.park.edu)  
Park University directory - Call (800) 745-7275, <http://people.park.edu>

Correspondence concerning general administrative matters of the university should be addressed to the Provost and Vice President, Park University, PMB 5, 8700 NW River Park Drive, Parkville, MO 64152-3795. Inquiries concerning faculty appointments and academic matters should be addressed to the Provost and Vice President.

Other inquiries should be addressed to the offices listed below:

#### Academic Support Center

Director, Academic Support Center

#### Accounting

Chief Financial Officer

## Admissions Information

Parkville Daytime Campus Center  
Director of Admissions  
Park Campus Centers and Online Learning  
Campus Center Director  
Park Online  
onlineadmissions@park.edu  
Park KC Area  
Regional Director, Park KC Area

## Alumni Affairs

Associate Vice President for External Relations

## Bookstore

Barnes and Noble  
Missouri Book Service

## Campus Crime Statistics

Director of Campus Safety

## Career Development

Director of Career Development

## International Education

Senior Director of Office of International Students

## Library

Director of Library Services and Learning Commons

## Park KC Area

Regional Director, Park KC Area

## Residence Life and Housing

Director of Residence Life

## Scholarship and Student Aid

Director of Student Financial Services

## Student Life

Associate Vice President and Dean of Student Life

## Transcripts and Records

Registrar

## **Campus Center Locations**

Arizona  
Arkansas  
California  
Georgia  
Idaho  
Illinois  
Kansas  
Massachusetts  
Missouri  
Montana  
New Mexico  
North Carolina  
North Dakota  
Ohio  
Oklahoma  
South Carolina  
Tennessee  
Texas  
Utah  
Virginia and Greater DC Area  
Washington  
Wyoming

## **Admission to the School of Education**

Students may apply for entry to the Education Program at any point in their work, but an application is usually completed upon earning 60 credit hours. Entry is open to all qualified students. Undergraduate, transfer, and certification only students who are interested in applying to Elementary, Middle School, Secondary, Art, Mild/Moderate Cross Categorical Disabilities, Spanish Education or Early Childhood Teaching Young Children are responsible for applying for admissions before enrolling in Education classes at or above 350. All applicants must be formally admitted to and currently enrolled at Park University and comply with the admissions requirements. The SOE Faculty approve all admissions to the School of Education.

The application for Admissions to Teacher Education is electronic and is available on the School of Education webpage. The School of Education applicant sends the appropriate forms to the School of Education for

processing. The Committee for Selection, Admissions, Retention and Appeals will review the admission application and endorse or deny the admission application.

## **Policy on Transfer Courses Numbered Above 350**

Given the commitment to the Conceptual Framework, the School of Education (SOE) faculty believe undergraduate students need to master the Frameworks' goals in the context of its knowledge, skills, and dispositions, which are unique to the SOE's teacher education curricula and not available at other institutions. Therefore, Park University teacher candidates may transfer a limit of six hours of education classes above the 350 level. In addition, all classes that are field experiences or that coincide with the field experiences must be Park University credits. The School of Education faculty has the responsibility to endorse or deny transfer hours.

## **Courses Over Ten Years Old**

Education courses taken more than ten years prior to acceptance into the School of Education will not be counted toward certification without prior arrangement with the Education Faculty, which must be done the first semester enrolled at Park University. The student may petition the school to renew and credit a course, but the school has discretion in determining how the course will be updated for renewal. A syllabus and preferably portfolio of work from the course under consideration would permit the school to assess the deficiencies and assign additional work to update the course. Without appropriate supporting documentation (i.e. syllabus, text) the school may require a student to audit the course and do a supporting project. If deficiencies appear to be too great, the school may require the student to retake the course.

## **Appeal Process and Procedures on Denial of Admission to School of Education**

The CSARA Committee serves as an appeal body for the School of Education in the implementation of the education unit. The Committee will receive and review any candidate grievance that is within the authority of the School of Education and not addressed through other Park University Policies as written in the catalog (i.e., grade appeal, academic honesty, etc.). While not intended to be an exhaustive list, some examples of School of Education authority include review and decision of candidate admittance to the SOE, policies related to assessment of professional dispositions, requirements for practicum enrollment, and approval of application for directed teaching.

Additional information related to the appeals process may be obtained from the School of Education office. Appeals and grievances on all matters, except Admission to SOE and disposition evaluations, will be subject to Park University policies and procedures as outlined in the catalog.

The following requirements are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

## **Criteria for Admission to the School of Education Programs**

The Park University School of Education has Missouri Certification and Non-Certification Programs. The Missouri **Certification** programs include Early Childhood, Elementary, Middle School, Secondary, and K-12. The **Non-certification** program is Education Studies, Early Childhood Teaching Young Children. The following lists the requirements to enter the Park University School of Education.

# Admission to B.S.E. Early Childhood Education Non-certification Program

## Criteria for Admission to the School of Education— Early Childhood Education Teaching Young Children

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.50 GPA including transfer courses
- 2.75 GPA in core courses
- Successful completion of EDC 220, EDC222, MA 120 or MA 135 or equivalent, EN 105 and EN 106

## Procedure to Request to Admission to the School of Education—Early Childhood Education Teaching Young Children

Candidates must work with the appropriate School of Education FACULTY advisor when applying to the School of Education to ensure all materials are in place. Candidates must begin the application process no less than 2 semesters (4 terms) prior to requiring Education coursework listed as 350 or higher.

- Application for Admission to the School of Education submitted electronically.
- Two disposition evaluations completed by SOE faculty with each disposition rated "target" or "acceptable." Students will make the request of the faculty to complete the online assessment.
- Self-disposition evaluation to be completed online
- Letter of recommendation from a professional outside of the School of Education
- Official fingerprint/background check: A criminal background/fingerprint check must be completed. Any additional state background from state or field experience.

## Availability of Courses

Although the coursework can be completed online, 95 percent of the education courses require interaction and/or observation with young children, educators and the community. Practicum courses and internships are "hybrids." Seminars are online but the coursework takes place in the field with young children, educators and the community. Diversity of experiences is necessary for a well-rounded educator. As a result, some observations *may* be pre-approved at the student's place of employment, while others will occur outside the student's place of employment.

# Admission to Park University Missouri Certification Programs

## Park University Missouri Certification Programs

The requirements listed below are the minimum application criteria. Meeting these requirements states that the applicant is eligible for admission consideration, but does not guarantee admission.

- Cumulative 2.75 GPA including transfer courses

- 3.00 Professional Education GPA
- 3.00 Content GPA (when applicable)
- Successful completion of MA 120 or MA 135 or equivalent, EN 105, EN 106, and EDC 222 (for early childhood).
- MoGEA passing scores (passed within 2 years of admission date). Transfer students with a Bachelor's Degree from an accredited institution are exempt.

### **Procedure for Request for Admission to the School of Education Missouri Certification Programs**

- Application for Admission to the School of Education
- Letter of recommendation from professional outside of the School of Education (submitted electronically or in a sealed/signed envelope)
- Two disposition evaluations completed by SOE faculty with ratings of "target" or "acceptable"
- Self-disposition evaluation
- Missouri Highway Patrol and FBI Fingerprint check

### **Availability of Courses**

All of the education certification programs are designed as Parkville Daytime Campus Center programs. However, we recognize that many working students desire to pursue education coursework, therefore we offer limited courses in an online, 8-week, or evening format. All courses are not available evenings because many require observation and participation in schools, which are only available during the day. Students interested in seeking certification should be aware that at some point they must be available to take day courses. Note that many courses have prerequisites.

### **Policy on Admission to Directed Teaching**

Undergraduate, transfer, and certification only students who are applying for Elementary, Middle School, Secondary, K-12 Mild/Moderate Cross-Categorical Disabilities, Art or Spanish Education field experience are responsible for completing the application process within the required deadlines. All applicants must be formally admitted to and currently enrolled at Park University and comply with the admissions requirements. All applicants must meet the standards required for the directed teaching experience as established by the faculty of the School of Education. The application for Directed Teaching must be presented by the teacher candidate to the Director of Field Experience for processing within the posted deadlines. The Director of Field Experience presents the teacher candidates' applications to the SOE faculty. A candidate whose application for directed teaching is denied may appeal to the Committee for Selection, Admission, Retention, and Appeals (CSARA).

### **Criteria for Admission to Directed Teaching**

School of Education faculty must approve all student teaching requests.

- Completed Application for Directed Teaching
- Updated Missouri Highway Patrol and FBI Fingerprint check
- Cumulative GPA of 3.0 including transfer courses
- 3.00 Professional Education GPA
- Missouri Assessment(s) passing score in major
- Good standing in the School of Education (not on probation)

### **Appeal Process and Procedures on Denial of Admission to Directed Teaching**

An applicant who has been denied admission to directed teaching may appeal the decision. The appeal must be submitted in writing to the Committee for Selection, Admission, Retention, and Appeals (CSARA) using the appropriate form which is located in the School of Education Student Handbook. If the student disagrees with the Committee decision, he/she may appeal in writing to the Dean of School of Education and Health Professions whose decision is final. Additional information related to the appeals process may be obtained from the School of Education office.

**All requirements (i.e., admission, within program, and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.**

## **Teacher Certification**

The Park University Education Program is approved by the Missouri Department of Elementary and Secondary Education. Upon completion of the program, passing the appropriate Missouri Assessments, passing disposition evaluations, recommendation by Park University, and application by the student, a Missouri Teaching Certificate may be issued by the state of Missouri. If students wish to be certified in any state other than Missouri, students are responsible for their course of study to reflect that state's requirements. Teaching Certification requires passing an MSHP & FBI Background Check, which includes fingerprinting. The Park University Education Program requires a 2.75 cumulative; 3.00 Content; and 3.00 Professional Education GPA for all majors.

All students, including both degree seeking Certification, and Certification Only, must apply for admission, and meet admission requirements of the SOE; all students are required to complete professional education sequence classes.

### **Certification Only**

Students who hold a Bachelor's degree in Art, Spanish, English, History, Biology, Chemistry, Earth Science, and are seeking certification to teach at the middle or secondary level in the State of Missouri may be eligible for Certification Only. These students must complete the professional curriculum listed in this catalog - B.S.E. in Middle School Education or B.S.E. in Secondary Education. Students must also consult with a School of Education advisor as additional coursework may be required to meet certification standards.

## **Directed Teaching**

### **Policy on Admission to Directed Teaching**

Undergraduate, transfer, and certification only students who are applying for Early Childhood Education, Elementary, Middle School, Secondary, K-12 Mild/Moderate Cross-Categorical Disabilities, Art or Spanish Education field experience are responsible for completing the application process within the required deadlines. All applicants must be formally admitted to and currently enrolled at Park University and comply with the admissions requirements. All applicants must meet the standards required for the directed teaching experience as established by the faculty of the School of Education. The application for Field Experience must be presented by the teacher candidate to the Director of Field Experience for processing within the posted deadlines. The deadline dates are emailed to all Education students approximately one year in advance. The Director of Field Experience presents the teacher candidates' applications to the SOE faculty. A candidate whose application for directed teaching is denied may appeal to the Committee for Selection, Admission, Retention, and Appeals (CSARA).

### **Appeal Process and Procedures on Denial of Admission to Directed Teaching:**



An applicant who has been denied admission to directed teaching may appeal the decision. The appeal must be submitted in writing to the Committee for Selection, Admission, Retention, and Appeals (CSARA) using the appropriate form which is located in the School of Education Student Handbook. If the student disagrees with the Committee decision, he/she may appeal in writing to the Dean of School of Education. If the student disputes the decision of CSARA, he/she may appeal to the Dean whose decision is final.

Additional information related to the appeals process may be obtained from the School of Education office.

The teacher candidate must meet the following criteria to qualify for Directed Teaching Experience:

- Dispositions completed by 2 professors with each disposition rated "target" or "acceptable"
- Self-disposition evaluation
- 2.75 GPA (Cumulative—all classes, including transfer courses)
- 3.00 Content GPA
- 3.00 Professional Education GPA
- Passing score on the Missouri Content Assessment(s) required for major
- Good standing in School of Education (not on probation)
- Unofficial Transcript
- Personal Autobiography
- FBI & Missouri State Highway Patrol Fingerprint checks current and approved
- TB tests passed by Early Childhood applicants

## **School of Education Conceptual Framework**

### **Park University School of Education Conceptual Framework**

Derived from Park University's vision, mission, and core values, the School of Education's (SOE) vision is to develop leaders in education. The SOE's mission, embodied in five goals, is the commitment to prepare teacher candidates to be effective school professionals, reflective change agents, and advocates for equity and excellence. The SOE's Conceptual Framework, grounded in sound educational research, theory, and practice, is centered on five core beliefs. These core beliefs guide the SOE as it nurtures and supports the development of teacher candidates' knowledge, skills, and dispositions so they can be leaders and assume the roles of effective school professionals, reflective change agents, and advocates for equity and excellence. To confirm that the SOE's vision, mission, goals, and core beliefs are being met, the SOE engages an assessment system that continually assesses and evaluates teacher candidates as they progress and transition through the SOE's programs. The assessment system strives to be fair and unbiased so as to accurately confirm candidates' competencies of their knowledge, skills, and dispositions, and to provide evidence upon which to guide future programming.

#### **Goals:**

A candidate who meets the five goals below provides evidence that he or she is developing as an effective school professional, a reflective change agent, and an advocate for equity and excellence for all learners. The goals summarize the core knowledge, skills, and dispositions and are rooted in the Core Beliefs that make up the knowledge base that drives our programs.

1. Candidates exhibit behavior that demonstrates a belief that all individuals can develop, learn, and make positive contributions to society.
2. Candidates possess the necessary content College of Education and Health Professions School of Education Leaders in Education: Effective School Professionals, Reflective Change Agents, & Advocates for Equity and Excellence knowledge and professional knowledge to support and enhance student

- development and learning, including meeting student needs across physical, social, psychological, and intellectual contexts, as demonstrated by varied, evidence-based strategies, including technology.
3. Candidates possess the necessary knowledge and skills to conduct and interpret appropriate assessments and to use the information from assessments to develop and adapt instruction that meets learners' needs and maintains their engagement.
  4. Candidates exhibit behavior that demonstrates a belief that continuous inquiry and reflection can improve professional practice.
  5. Candidates view and conduct themselves as professionals, providing leadership in their chosen field, and communicating effectively with students and stakeholders.

## **Core Beliefs:**

The goals are rooted in these core beliefs that make up the knowledge base that drives our program.

**#1:** School professionals are advocates for equity and excellence for all. Every person can learn, and the goal of education is to give every individual the best possible opportunities to reach his or her highest potential. (Goal 1)

**#2:** There is a definite knowledge base in education. All educators are grounded in content knowledge, educational theory, pedagogical knowledge, research and best practice, and professionalism. Educators are also connected to the professional communities and learned societies in education in general and in their chosen field, and are knowledgeable in the standards of those societies as well as of those of the state of Missouri. (Goal 2)

**#3:** Within the definite knowledge base in education, educators have the necessary knowledge and skills to conduct and interpret appropriate assessments and to use the information from assessments to develop and adapt instruction that meets learners' needs and maintains their engagement. Throughout the assessment process, educators uphold American Psychological Association guidelines related to ethics and confidentiality. Educators also know that assessment is both formative and summative. (Goal 3)

**#4:** Educators are reflective change agents who are experts in collaborative problem-solving and critical inquiry. They are professionals who should regularly engage in high-level thinking, and should promote and nurture those same high levels of thinking in the learners they serve. (Goal 4)

**#5:** Becoming a leader in education is a lifelong, developmental and social process that unfolds uniquely for each individual. Key to this process, leaders in education are scholars of teaching and learning, and, as such, are grounded in both best practice and current in evidence-based research in the field of education. In communicating effectively with students and stakeholders, educators use their competence in cross-cultural communication to communicate effectively with students and stakeholders. (Goal 5)

## **Liberal Education Requirements for Bachelor Degree**

All Liberal Education courses are listed in the course description section of this catalog.

All students pursuing Bachelor degree programs are responsible for fulfilling the University's Liberal Education requirements. The Liberal Education Program at Park University - Integrative Literacies for Global Citizenship - is education that develops an awareness of human potentials. It develops proper attitudes for realizing such potentials through critical and informed judgments that foster concern for individual and social well-being. It develops a love for learning by encouraging activities that promote knowledge of the basic concepts, methodologies, and rewards of learning. It builds skills and competencies that help students acquire the distinctive outcomes defined in the University vision, mission, core values, and literacies. These outcomes include:

1. Thinking and Communication
2. Citizenship
3. Ethical Competency

4. Scientific and Quantitative Competency
5. Literary and Artistic Competency
6. Interdisciplinary and Integrative Competency

For more information on the Park University Literacies, and the specific sub-competencies of each, visit [www.park.edu/about-park/university-literacies.html](http://www.park.edu/about-park/university-literacies.html).

In shifting our terminology from "general" to "liberal" education, Park University also aligns itself with the American Association of Colleges and Universities' definition of liberal education as: An approach to college learning that empowers individuals and prepares them to deal with complexity, diversity and change. It emphasizes broad knowledge of the wider world (e.g., science, culture and society) as well as in-depth achievement in a specific field of interest. It helps students develop a sense of social responsibility as well as strong intellectual and practical skills that span all areas of study, such as communication, analytical and problem-solving skills, and includes a demonstrated ability to apply knowledge and skills in real-world settings."

## Programs by Location

Park University is a pioneer in non-traditional studies through its focus on the creation of degree programs to fit the unique needs of individual students. Park University assists diverse segments of the population in achieving career and personal goals throughout their total educational experience. It is called "non-traditional" because it specializes in high quality and personalized educational service for service personnel and full-time employed adults. The entire staff and faculty of Park University act as facilitators of the student's educational experience. Because of this approach, Park has set a standard in serving students seeking personal development or new pathways to degree completion through innovative processes.

Park University began meeting the educational needs of service members in 1889, and our commitment continued through the establishment of the Military Resident Center System (MRCS) in 1972. Park University programs are now located on military installations, community colleges, commercial facilities convenient to students, and online. Because the program at each location is tailored to the needs of the local student population, only selected degrees and certain majors are offered at each extended campus center. The degrees and majors offered are agreed upon by Park University and the agency or authority being served. Notices are posted publicly at each extended campus center specifying the degrees and the majors being offered.

Park University's online operations began with one pilot class in English in 1996. The first class was a success and very quickly the online program found its own path for the adult student. Park University has developed over 500 courses online and offers multiple online sections per term. The online learning environment provided by Park University provides flexibility, adaptability, and convenience. Most online courses are scheduled within five eight-week terms in an academic year with classes beginning on Monday to Midnight Sunday. Student seeking to continue educational careers after completion of their baccalaureate degree may enroll in programs for online courses in the areas of Master of Education, Master of Business Administration, Master of Public Affairs, Master of Arts in Communication and Leadership or Master of Healthcare Administration.

\* Park KC Area includes Independence, Downtown and Parkville 8-week programs.

Parkville 16-Week

KC Area\*

Online

Arizona

Arkansas  
California  
Georgia  
Idaho  
Illinois  
Kansas  
Massachusetts  
Missouri  
Montana  
New Mexico  
North Carolina  
North Dakota  
Ohio  
Oklahoma  
South Carolina  
Tennessee  
Texas  
Utah  
Virginia and Greater DC Area  
Washington  
Wyoming

## **Parkville 16-Week**

- **Programs Offered**
- **Bachelor of Arts**
- Biology, B.A.
- Communication Studies, B.A.
- Criminal Justice Administration, Corrections Concentration, B.A.
- Criminal Justice Administration, Law Enforcement Concentration, B.A.
- Criminal Justice Administration, Security Concentration, B.A.
- English, B.A.
- Fine Art, B.A.
- History, B.A.

- Multimedia Journalism and Public Relations, B.A.
- Organizational Communication, B.A.
- Political Science, American Politics Concentration, B.A.
- Political Science, International Politics Concentration, B.A.
- Psychology, B.A.
- Sociology, B.A.
- Spanish, B.A.
- **Bachelor of Music**
- Music Performance, Piano or Orchestral Strings, B.M.
- **Bachelor of Fine Arts**
- Fine Art, B.F.A.
- Graphic Design, B.F.A.
- Interior Design, B.F.A.
- **Bachelor of Science in Education**
- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.
- Elementary Education, B.S.E.
- K-12 Education, Art, B.S.E.
- K-12 Education (Mild/Moderate Cross-Categorical Disabilities), B.S.E.
- K-12 Education, Spanish, B.S.E.
- Middle School Education, Language Arts Concentration, B.S.E.
- Middle School Education, Mathematics Concentration, B.S.E.
- Middle School Education, Science Concentration, B.S.E.
- Middle School Education, Social Science Concentration, B.S.E.
- Secondary Education, Biology Concentration, B.S.E.
- Secondary Education, Chemistry Concentration, B.S.E.
- Secondary Education, Earth Science Concentration, B.S.E.
- Secondary Education, English Concentration, B.S.E.
- Secondary Education, Mathematics Concentration, B.S.E.
- Secondary Education, Social Science Concentration, B.S.E.
- **Bachelor of Science in Nursing**
- Nursing (Pre-Licensure), B.S.N.
- **Bachelor of Science**
- Accounting, B.S.
- Biology, B.S.
- Business Administration, Accounting Concentration, B.S.
- Business Administration, Business Economics Concentration, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Corporate Financial Management Concentration, B.S.
- Business Administration, Digital Marketing Concentration, B.S.
- Business Administration, Entrepreneurship Concentration, B.S.
- Business Administration, Health Care Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, International Business and Economic Development Concentration, B.S.
- Business Administration, Labor Economics Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.

- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Business Administration, Professional Sales Concentration, B.S.
- Business Administration, Project Management Concentration B.S.
- Chemistry, B.S.
- Dual Degrees: Chemistry & Engineering, B.S.
- Dual Degrees: Mathematics & Engineering, B.S.
- Economics, B.S.
- Fitness and Wellness, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Cybersecurity Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Information and Computer Science, Web Development Concentration, B.S.
- Information Systems, B.S.
- Interdisciplinary Studies, B.S.
- Mathematics, B.S.
- Military History, B.S.
- Social Psychology, B.S.

#### **Bachelor of Social Work**

- Social Work, B.S.W.

#### **Certificate**

- Computer Networking, Certificate
- Cybersecurity, Certificate
- Diversity and Social Justice, Certificate
- Entrepreneurship, Certificate
- Geographical Information Systems, Certificate
- Global Communication, Certificate
- Industrial Organizational Psychology, Certificate
- Personal Financial Planning, Certificate
- Professional and Technical Writing, Certificate
- Project Management, Certificate
- A Skilled Helper (Adult), Certificate
- A Skilled Helper (Pre-Adult), Certificate
- Terrorism and Homeland Security, Certificate
- Unmanned Aerial System, Certificate

#### **Minors**

- Accounting (For Business Majors), Minor
- Accounting (For Non-Business Majors), Minor
- Art History, Minor
- Biology, Minor
- Business Economics (For Business Majors), Minor
- Business Economics (For Non-Business Majors), Minor
- Chemistry, Minor

- Citizenship and Service, Minor
- Computer Information Management (For Business Majors), Minor
- Computer Information Management (For Non-Business Majors), Minor
- Construction Management (For Business Majors), Minor
- Construction Management (For Non-Business Majors), Minor
- Criminal Justice Administration, Minor
- Digital Marketing (For Business Majors), Minor
- Digital Marketing (For Non-Business Majors), Minor
- Economics, Minor
- English, Minor
- Entrepreneurship (For Business Majors), Minor
- Entrepreneurship (For Non-Business Majors), Minor
- Finance (For Business Majors), Minor
- Finance (For Non-Business Majors), Minor
- Fine Art, Minor
- Fitness and Wellness, Minor
- Geographical Information Systems, Minor
- Geography, Minor
- Geoscience, Minor
- Global Studies, Minor
- Global Sustainability, Minor
- Graphic Design, Minor
- Health Care (For Business Majors), Minor
- Health Care (For Non-Business Majors), Minor
- History, Minor
- Homeland Security, Minor
- Human Resource Management (For Business Majors), Minor
- Human Resource Management (For Non-Business Majors), Minor
- Information and Computer Science, Minor
- International Business (For Business Majors), Minor
- International Business (For Non-Business Majors), Minor
- Journalism, Minor
- Leadership, Minor
- Legal Studies, Minor
- Logistics (For Business Majors), Minor
- Logistics (For Non-Business Majors), Minor
- Management (For Business Majors), Minor
- Management (For Non-Business Majors), Minor
- Marketing (For Business Majors), Minor
- Marketing (For Non-Business Majors), Minor
- Mathematics, Minor
- Military History, Minor
- Military Studies, Minor
- Multidisciplinary Arts, Minor
- Natural Science, Minor
- Organizational Communication, Minor
- Peace Studies, Minor

- Philosophy, Minor
- Political Science, Minor
- Professional and Technical Writing, Minor
- Project Management (For Business Majors), Minor
- Project Management (For Non-Business Majors), Minor
- Psychology, Minor
- Public Administration, Minor
- Public Relations, Minor
- Social Psychology, Minor
- Social Work, Minor
- Sociology, Minor
- Spanish, Minor
- Statistics, Minor
- Urban and Regional Planning, Minor

## **KC Area\***

### **Programs Offered**

#### **Associate in Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Social Psychology, A.S.

#### **Bachelor of Arts**

- Organizational Communication, B.A.

#### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Corporate Financial Management Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Information Systems, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.



- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

#### **Certificate**

- A Skilled Helper (Adult), Certificate
- A Skilled Helper (Pre-Adult), Certificate
- Global Communication, Certificate
- Terrorism and Homeland Security, Certificate

## **Online**

### **Programs Offered**

#### **Associate of Arts**

- Liberal Arts, A.A

#### **Associate of Science**

- Criminal Justice Administration, A.S.
- Construction Management, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

#### **Bachelor of Arts**

- History, B.A.
- Organizational Communication, B.A.
- Psychology, B.A.
- Sociology, B.A.

#### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

#### **Bachelor of Science in Nursing**

- Nursing (RN to BSN), B.S.N.

#### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Accounting Concentration, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Corporate Financial Management Concentration, B.S.
- Business Administration, Entrepreneurship Concentration, B.S.
- Business Administration, Health Care Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Business Administration, Professional Sales Concentration, B.S.
- Business Administration, Project Management Concentration B.S.
- Construction Management, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information Systems, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Cybersecurity Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Information and Computer Science, Web Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Corporate Financial Management, B.S.
- Management/Entrepreneurship B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/International Business, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Management/Personal Financial Planning, B.S.
- Management/Professional Sales, B.S.
- Management/Project Management, B.S.
- Military History, B.S.
- Social Psychology, B.S.

### **Certificate**

- Computer Networking, Certificate
- Cybersecurity, Certificate
- Diversity and Social Justice, Certificate
- Entrepreneurship, Certificate

- Geographical Information Systems, Certificate
- Global Communication, Certificate
- Human Resource Management, Certificate
- Industrial Organizational Psychology, Certificate
- Personal Financial Planning, Certificate
- Professional and Technical Writing, Certificate
- Project Management, Certificate
- A Skilled Helper (Adult), Certificate
- A Skilled Helper (Pre-Adult), Certificate
- Terrorism and Homeland Security, Certificate
- Unmanned Aerial System, Certificate

### **Minors**

- Accounting (For Business Majors), Minor
- Accounting (For Non-Business Majors), Minor
- Art History, Minor
- Business Economics (For Business Majors), Minor
- Business Economics (For Non-Business Majors), Minor
- Chemistry, Minor
- Citizenship and Service, Minor
- Computer Information Management (For Business Majors), Minor
- Computer Information Management (For Non-Business Majors), Minor
- Construction Management (For Business Majors), Minor
- Construction Management (For Non-Business Majors), Minor
- Criminal Justice Administration, Minor
- Economics, Minor
- English, Minor
- Entrepreneurship (For Business Majors), Minor
- Entrepreneurship (For Non-Business Majors), Minor
- Finance (For Business Majors), Minor
- Finance (For Non-Business Majors), Minor
- Fine Art, Minor
- Geographical Information Systems, Minor
- Geography, Minor
- Geoscience, Minor
- Global Studies, Minor
- Health Care (For Business Majors), Minor
- Health Care (For Non-Business Majors), Minor
- Homeland Security, Minor
- Human Resource Management (For Business Majors), Minor
- Human Resource Management (For Non-Business Majors), Minor
- Information and Computer Science, Minor
- International Business (For Business Majors), Minor
- International Business (For Non-Business Majors), Minor
- Journalism, Minor
- Leadership, Minor
- Logistics (For Business Majors), Minor
- Logistics (For Non-Business Majors), Minor

- Management (For Business Majors), Minor
- Management (For Non-Business Majors), Minor
- Marketing (For Business Majors), Minor
- Marketing (For Non-Business Majors), Minor
- Mathematics, Minor
- Military History, Minor
- Military Studies, Minor
- Multidisciplinary Arts, Minor
- Natural Science, Minor
- Organizational Communication, Minor
- Peace Studies, Minor
- Political Science, Minor
- Professional and Technical Writing, Minor
- Project Management (For Business Majors), Minor
- Project Management (For Non-Business Majors), Minor
- Psychology, Minor
- Public Administration, Minor
- Public Relations, Minor
- Social Psychology, Minor
- Social Work, Minor
- Sociology, Minor
- Spanish, Minor
- Statistics, Minor
- Urban and Regional Planning, Minor

## Arizona

Davis-Monthan Campus Center

Gilbert Campus Center

Luke Campus Center

## Davis-Monthan Campus Center

(520) 748-8266  
 355 FSS/FSDE  
 5355 E Granite Street, Suite 107  
 Davis-Monthan AFB, AZ 85707-3003  
 davi@park.edu

## Program Offered

### Associate of Science

- Management, A.S.
- Management/Accounting, A.S.

- Social Psychology, A.S.

### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## **Luke Campus Center**

(623) 935-4424  
 7383 N. Litchfield Rd., Ste. 3114  
 Luke AFB, AZ 85309-1555  
 luke@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Social Psychology, A.S.

### **Bachelor of Arts**

- Psychology, B.A.
- Sociology, B.A.

### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science**

- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.

- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## **Gilbert Campus Center**

(480) 214-2100  
 92 W Vaughn Avenue  
 Gilbert AZ 85233  
 gilb@park.edu

### **Programs Offered**

#### **Bachelor of Arts**

- Organizational Communication, B.A.
- Political Science, American Politics Concentration, B.A.
- Political Science, International Politics Concentration, B.A.
- Psychology, B.A.

#### **Bachelor of Science**

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Fitness and Wellness, B.S.
- Information Systems, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Cybersecurity Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.

#### **Minor**

- Citizenship and Service, Minor

# Arkansas

Little Rock Campus Center

## Little Rock Campus Center

(501) 988-5624  
1490 Vandenberg Blvd., Suite 113  
Jacksonville, AR 72099-0001  
litr@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

# California

Barstow Community College Campus Center

Camp Pendleton Campus Center

Fort Irwin Campus Center

Victor Valley College Campus Center

## Barstow Community College Campus Center

(760) 252-7275  
2700 Barstow Road C-14  
Barstow, CA 92311  
barc@park.edu

- Computer Lab(s)

## Programs Offered

### Bachelor of Public Administration

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### Bachelor of Science in Education

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

## Camp Pendleton Campus Center

(760) 725-6858  
Joint Education Center - Bldg #1331, Rm 207  
MCB Camp Pendleton, CA 92055-5020  
camp@park.edu

- Computer Lab(s)

## Programs Offered

### Bachelor of Arts

- Organizational Communication, B.A.
- Psychology, B.A.
- Sociology, B.A.

### Bachelor in Public Administration



- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

### **Bachelor of Science**

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information Systems, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Social Psychology, B.S.

## **Fort Irwin Campus Center**

(760) 386-8062  
 Commander National Training Center  
 3rd Street  
 Army Education Center - Bldg 1020  
 Fort Irwin, CA 92310  
 ftir@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Management, A.S.

- Social Psychology, A.S.

#### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

#### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

#### **Certificate**

- Terrorism and Homeland Security, Certificate

## **Victor Valley College Campus Center**

(442) 242-9028  
 18422 Bear Valley Road  
 Victorville, CA 92395  
 vvcc@park.edu

- Computer Lab(s)

## **Programs Offered**

#### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

## **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

## **Certificate**

- Terrorism and Homeland Security, Certificate

# **Georgia**

Moody Campus Center

## **Moody Campus Center**

(229) 245-7077  
23rd FSS/FSDE - 3010 Robinson Road  
Moody AFB, GA 31699-1518  
mood@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

# Idaho

Mountain Home Campus Center

## Mountain Home Campus Center

(208) 832-4535  
366 FSS/FSDE - 665 Falcon St Suite 214  
Mountain Home, ID 83648-5115  
mthm@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Public Administration

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### Bachelor of Science in Education

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

### Bachelor of Science

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Social Psychology, B.S.

# Illinois

Scott Campus Center

## Scott Campus Center

(618) 744-1555  
404 West Martin Street - Bldg 1650, Room 79  
Scott Air Force Base, IL 62225-1607  
scot@park.edu

- Computer Lab(s)

### Programs Offered

#### Associate of Science

- Management, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

#### Bachelor of Science

- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Social Psychology, B.S.

## Kansas

Lenexa Campus Center

## Lenexa Campus Center

(913) 888-0655  
17101 W. 87th Street Parkway  
Lenexa, KS 66219

### Programs Offered

#### Bachelor of Public Administration

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.

- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Accounting Concentration, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.

#### **Certificate**

- Terrorism and Homeland Security, Certificate

## **Massachusetts**

Hanscom Campus Center

### **Hanscom Campus Center**

(781) 860-7275  
 66 MSS/DPE  
 BLDG 1728 - 29 Chennault Street  
 Hanscom AFB, MA 01731  
 hans@park.edu

- Restricted Access
- Computer Lab(s)

### **Programs Offered**

#### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.

## **Missouri**

Downtown Campus Center

Fort Leonard Wood Campus Center

Independence Campus Center

Whiteman Campus Center

## **Downtown Campus Center**

(816) 559-5601  
911 Main Street, Suite 300  
Kansas City, MO 64105  
downtown@park.edu

- Computer Lab(s)

## **Fort Leonard Wood Campus Center**

(573) 329-2798  
4904 Constitution Ave, Bldg 499, Ste 33  
Fort Leonard Wood, MO 65473  
ftlw@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Construction Management, A.S.
- Management, A.S.
- Management/Logistics, A.S.

### **Bachelor of Public Administration**

- Public Administration, Homeland Security Emphasis, B.P.A.

### **Bachelor of Science**

- Construction Management, B.S.
- Geography, B.S.
- Management, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.

## **Independence Campus Center**

(816) 584-6560  
20101A East Jackson Dr.  
Independence, MO 64057  
independence@park.edu

- Computer Lab(s)

## **Whiteman Campus Center**

(660) 563-2846  
509 FSS/FSDE  
511 Spirit Blvd, Ste 245  
Whiteman AFB, MO 65305  
whit@park.edu

- Computer Lab(s)

### **Bachelor of Public Administration**

- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

## **Montana**

Malmstrom Campus Center

## **Malmstrom Campus Center**

(406) 761-7540  
341 FSS/FDS  
7521 Fourth Ave, N  
Malmstrom AFB, MT 59402-7507  
malm@park.edu



- National Testing Center
- Computer Lab(s)

## **Programs Offered**

### **Associate of Arts**

- Liberal Arts, A.A

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

### **Bachelor of Arts**

- Psychology, B.A.
- Sociology, B.A.

### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Accounting Concentration, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Corporate Financial Management Concentration, B.S.
- Business Administration, Entrepreneurship Concentration, B.S.
- Business Administration, Health Care Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Business Administration, Professional Sales Concentration, B.S.
- Business Administration, Project Management Concentration B.S.
- Construction Management, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.

- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Engineering Administration, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Military History, B.S.
- Social Psychology, B.S.

## **New Mexico**

Holloman Campus Center

### **Holloman Campus Center**

(575) 479-2337  
 Suite 213 Building 224  
 49th FSS/FSDE 596 Fourth Street  
 Holloman AFB, NM 88330-8038  
 holl@park.edu

- Computer Lab(s)

### **Programs Offered**

#### **Associate of Science**

- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

#### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.

- Management/Marketing, B.S.
- Social Psychology, B.S.

## North Carolina

Cherry Point Campus Center

### Cherry Point Campus Center

(252) 447-0461  
 Joint Education Center Bldg. 4335  
 MCAS Cherry Point, NC 28533-5001  
 cher@park.edu

- Restricted Access
- Computer Lab(s)

### Programs Offered

#### Associate of Arts

- Management/Logistics, A.S.

#### Bachelor of Arts

- Psychology, B.A.
- Sociology, B.A.

#### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## North Dakota

Grand Forks Campus Center

Minot Campus Center

## Grand Forks Campus Center

(701) 594-2977  
319 FSS/FSDE - 344 Tuskegee Airmen Blvd.  
Grand Forks AFB, ND 58205-6336  
graf@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Public Administration

- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Information Systems, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Minot Campus Center

(701) 727-0469  
5th FSS/FSDE

156 Missile Ave  
Minot AFB, ND 58705-5008  
mino@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/International Business, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## **Ohio**

Defense Supply Center Columbus Campus Center

Wright Patterson Campus Center

## **Defense Supply Center Columbus Campus Center**

DSCC  
538 S. Yearling  
Suite 101  
Whitehall, OH 43213

## Programs Offered

### Bachelor of Science

- Accounting, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Wright Patterson Campus Center

(937) 904-4806  
88 MSS/DPEE  
2130 5th Street, Bldg. 50, Area B  
Wright Patterson AFB, OH 45433-7024  
wrpt@park.edu

- National Testing Center
- Computer Lab(s)

## Programs Offered

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.

- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Oklahoma

Tinker Campus Center

### Tinker Campus Center

Tinker Campus Center  
 (405) 732-6149  
 72 FSS/FSDEV  
 7751 1st, Suite 105  
 Tinker AFB, OK 73145-9148  
 tink@park.edu

- Restricted Access
- Computer Lab(s)

### Programs Offered

#### Associate of Science

- Information and Computer Science, A.S.
- Management, A.S.

#### Bachelor of Science

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.

# South Carolina

Beaufort Campus Center

Charleston Campus Center

## Beaufort Campus Center

(843) 228-7052

Joint Education Center - Bldg 596, Rm 212

MCAS Beaufort, SC 29904-5001

beau@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Public Administration

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Social Psychology, B.S.

## Charleston Campus Center

Charleston Campus Center

(843) 552-8301

628 FSS/FSDE

101 W. Hill Blvd Bldg 221



Joint Base Charleston, SC 29404-4703  
char@park.edu

- National Testing Center
- Computer Lab(s)

## Programs Offered

### Bachelor of Science

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Tennessee

Millington Campus Center

### Millington Campus Center

(901) 872-4389  
NSA Mid-South  
5750 Essex St.  
Bldg S239, Rm 154  
Millington, TN 38054-003888  
mill@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Management, A.S.

#### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.

## **Texas**

Austin Campus Center

El Paso Campus Center

Fort Bliss Campus Center

Goodfellow Campus Center

Lackland Campus Center

Laughlin Campus Center

Randolph Campus Center

## **Austin Campus Center**

(512) 385-PARK (7275)  
 Arbortoreum II, Suite 200 10415 Morado Circle  
 Austin, TX 78759  
 aust@park.edu

- Computer Lab(s)

## **Programs Offered**

#### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

#### **Bachelor of Arts**

- Psychology, B.A.

- Sociology, B.A.

### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science**

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## **El Paso Campus Center**

(915) 591-0286  
 1330 Adabel Drive  
 El Paso, TX 79936  
 elps@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.

- Social Psychology, A.S.

### **Bachelor of Arts**

- Psychology, B.A.
- Sociology, B.A.

### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science**

- Accounting, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Social Psychology, B.S.

### **Certificate**

- Human Resource Management, Certificate
- A Skilled Helper (Adult), Certificate
- A Skilled Helper (Pre-Adult), Certificate

## **Fort Bliss Campus Center**

(915) 562-8450  
 639 Merritt Street  
 Fort Bliss, TX 79916  
 ftbl@park.edu

- Computer Lab(s)

## **Programs Offered**

## **Associate of Science**

- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Social Psychology, A.S.

## **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

## **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

## **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Social Psychology, B.S.

## **Certificate**

- Human Resource Management, Certificate
- A Skilled Helper (Adult), Certificate
- A Skilled Helper (Pre-Adult), Certificate
- Terrorism and Homeland Security, Certificate

# **Goodfellow Campus Center**

(325) 654-4082  
17 FSS/FSDE - 265 Kearney BLVD, Rm S 208  
Goodfellow AFB, TX 76908-5503  
good@park.edu

- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

### **Bachelor of Arts**

- Psychology, B.A.
- Sociology, B.A.

### **Bachelor of Public Administration**

- 
- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science in Education**

- Education Studies: Early Childhood Education: Teaching Young Children, B.S.E.

### **Bachelor of Science**

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information Systems, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

### **Certificate**

- Computer Networking, Certificate
- Terrorism and Homeland Security, Certificate

## **Lackland Campus Center**

(210) 670-9116  
802 FSS/FSDEE  
1550 Wurtsmith, Suite 5  
Lackland AFB TX 78236-5251  
lack@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Information and Computer Science, A.S.
- Management, A.S.

### Bachelor of Science

- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

## Laughlin Campus Center

(830) 298-5593  
47th FSS/FSDE  
201 Mitchell Blvd, Building 221  
Laughlin AFB, TX 78843  
laug@park.edu

- National Testing Center
- Computer Lab(s)

## Programs Offered

### Associate of Science

- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Arts

- Psychology, B.A.

### Bachelor of Science

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.

- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Randolph Campus Center

(210) 566-9595  
 802 FSS/FSDE  
 301 B Street West, Room 5  
 Randolph AFB, TX 78150-4521  
 rand@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Management, A.S.

### Bachelor of Science

- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Utah

Hill Campus Center

## Hill Campus Center



(801) 773-4692  
7285 4th Street, Building 180, Rm 105  
Hill AFB, UT 84056-5204  
hill@park.edu

- National Testing Center
- Computer Lab(s)

## **Programs Offered**

### **Associate of Science**

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

### **Bachelor of Science**

- Business Administration, Accounting Concentration, B.S.
- Business Administration, Computer Information Management Concentration, B.S.
- Business Administration, Corporate Financial Management Concentration, B.S.
- Business Administration, Entrepreneurship Concentration, B.S.
- Business Administration, Health Care Concentration, B.S.
- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Business Administration, Personal Financial Planning Concentration, B.S.
- Business Administration, Professional Sales Concentration, B.S.
- Business Administration, Project Management Concentration B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Cybersecurity Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.

- Information Systems, B.S.
- Interdisciplinary Studies, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Virginia and Greater DC Area

Fort Myer Campus Center

Henderson Hall Campus Center

Quantico Campus Center

## Fort Myer Campus Center

(703) 527-5258

Bldg 417, 239 Sheridan Ave.

Fort Myer, VA 22211

ftmy@park.edu

- Computer Lab(s)

## Programs Offered

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## Henderson Hall Campus Center

(703) 525-7275  
Education Office - H&S Battalion HQBN  
Henderson  
1555 Southgate Rd  
Arlington, VA 22214  
hend@park.edu

- National Testing Center
- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Geography, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Military History, B.S.
- Social Psychology, B.S.

## Quantico Campus Center

(703) 640-7389  
Lifelong Learning Center - 3088 Roan Street  
Quantico, VA 22134  
quan@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Information and Computer Science, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Science

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Geography, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Military History, B.S.
- Social Psychology, B.S.

## Washington

Fairchild Campus Center

### Fairchild Campus Center

(509) 244-2020  
92 FSS/FSDE  
6 W. Castle St., Ste 118  
Fairchild AFB, WA 99011-9406  
fair@park.edu

- National Testing Center
- Computer Lab(s)

## Program Offered

### Associate of Science

- Criminal Justice Administration, A.S.

- Information and Computer Science, A.S.
- Management, A.S.
- Management/Accounting, A.S.
- Management/Logistics, A.S.
- Social Psychology, A.S.

#### **Bachelor of Arts**

- Psychology, B.A.
- Sociology, B.A.

#### **Bachelor of Public Administration**

- Public Administration, Business Relations Emphasis, B.P.A.
- Public Administration, Criminal Justice Emphasis, B.P.A.
- Public Administration, Fire Service Management Emphasis, B.P.A.
- Public Administration, Homeland Security Emphasis, B.P.A.
- Public Administration, Public Service Emphasis, B.P.A.

#### **Bachelor of Science**

- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Information and Computer Science, Computer Science Concentration, B.S.
- Information and Computer Science, Information Technology Concentration, B.S.
- Information and Computer Science, Networking and Security Concentration, B.S.
- Information and Computer Science, Software Development Concentration, B.S.
- Management, B.S.
- Management/Accounting, B.S.
- Management/Computer Information Systems, B.S.
- Management/Corporate Financial Management, B.S.
- Management/Health Care, B.S.
- Management/Human Resources, B.S.
- Management/Logistics, B.S.
- Management/Marketing, B.S.
- Social Psychology, B.S.

## **Wyoming**

FE Warren Campus Center

### **FE Warren Campus Center**

(307) 632-1092  
 90th FSS/FSDE  
 1205 Ziemann Blvd  
 F E Warren AFB, WY 82005-3924  
 few@park.edu

- Computer Lab(s)

## Programs Offered

### Associate of Science

- Criminal Justice Administration, A.S.
- Management, A.S.
- Social Psychology, A.S.

### Bachelor of Science

- Business Administration, Human Resource Management Concentration, B.S.
- Business Administration, International Business Concentration, B.S.
- Business Administration, Logistics Concentration, B.S.
- Business Administration, Management Concentration, B.S.
- Business Administration, Marketing Concentration, B.S.
- Criminal Justice Administration, Corrections Concentration, B.S.
- Criminal Justice Administration, Law Enforcement Concentration, B.S.
- Criminal Justice Administration, Security Concentration, B.S.
- Management, B.S.
- Management/Computer Information Systems, B.S.
- Management/Human Resources, B.S.
- Social Psychology, B.S.

## Availability of Courses

All of the education programs are designed as Parkville Daytime Campus Center programs. However, we recognize that many working students desire to pursue education coursework, therefore we offer limited courses in an online, 8-week, or evening format. All courses are not available evenings because many require observation and participation in schools, which are only available during the day. Students interested in seeking certification should be aware that at some point they must be available to take day courses. Note that many courses have prerequisites.

### Courses Over Ten Years Old

Education courses taken more than ten years prior to acceptance into the School of Education will not be counted toward certification without prior arrangement with the Education Faculty, which must be done the first semester enrolled at Park University. The student may petition the school to renew and credit a course, but the school has discretion in determining how the course will be updated for renewal. A syllabus and preferably portfolio of work from the course under consideration would permit the school to assess the deficiencies and assign additional work to update the course. Without appropriate supporting documentation (i.e. syllabus, text) the school may require a student to audit the course and do a supporting project. If deficiencies appear to be too great, the school may require the student to retake the course.

**All requirements (i.e., admission, within program, and exit) are subject to change as per the Missouri Department of Elementary and Secondary Education.**

## Definition of Credit Hours

All courses are valued in semester hours. Fifty minutes of classroom or direct faculty instruction and two hours out-of-class student work each week for 15 weeks, plus 50 minutes reserved for a final exam, for one semester hour of credit.

One hundred minutes per week of classroom or direct faculty instruction and 240 minutes outof- class student work each week for 8 weeks, for one hour of credit.

Courses scheduled for a different number of weeks and other academic activities such as laboratory work, internships, practica, and studio work, have an equivalent number of hours as reflected in the combination of direct faculty instruction and out of class student work for the same amount of credit as listed above.

For online and blended courses, active student engagement with other students, the instructor and/or online course content, combine to form the equivalent amount of time (100 minutes per week), while other out of class student work, which is designed to achieve course learning outcomes, makes up the approximately 240 minutes of such work for each one hour of credit.

## Course Descriptions

Suggested prerequisites are recommended to enhance the probability of success in specific courses. Courses listed are not offered at every Campus Center.

NS – Natural and Applied Sciences

H – Humanities and Performing Arts

SS – Social and Administrative Sciences

## Courses

Suggested prerequisites are recommended to enhance the probability of success in specific courses.

## Courses of Instruction

The lettered prefix before each course number represents an abbreviation of the course's discipline.

The first digit of the course number represents the level of the course. The following course numbering system is used:

100 – 199 Freshman

200 – 299 Sophomore

300 – 399 Junior

400 – 499 Senior

Freshman and sophomore students should not enroll in courses more than one level above their academic classification without consulting their advisor (e.g., Freshmen may not enroll in 300 level courses without permission; sophomores may not enroll in 400 level courses without permission).

Each course description is followed by a 3-number sequence providing the following information: first digit, number of lecture hours per week; second digit, number of laboratory hours per week; third digit, number of credit hours granted for the course. For example, a class described as 3:1:4 would have three lecture hours, one lab hour, and four hours of total credit.

## Liberal Education (LE) Courses

Courses designated as LE apply to the Liberal Education Program at Park University. More information about the Liberal Education Program curriculum Integrative Literacies for Global Citizenship can be found in the Liberal Education section of this catalog.

## Course Search

### AC 201 - Principles of Financial Accounting

Provides an introduction to the concepts and uses of financial accounting information in a business environment and its role in the economic decision-making process. Students will discover the uses and limitations of financial statements and related information and apply analytical tools in making both business and financial decisions. The course emphasizes the analysis of business transactions and the study of the accounting cycle. Topical areas in the course include accrual-based accounting concepts, internal controls, basic financial statement preparation and accounting elements of a corporate business entity. Ethical accounting standards are embedded throughout the course materials.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ACC 201

### AC 202 - Principles of Managerial Accounting

This course is a continuation of AC 201 covering financial topics of Statement of Cash Flows and financial statement analysis. Most of the course places an emphasis on managerial uses of cost information for planning and controlling a business. In this course, students will develop skills in job-order costing, process costing, activity-based costing, cost-volume-profit analysis, and budgetary planning and controlling. Managerial accounting provides economic and financial information for managers and other internal uses. This information will allow these key individuals to make decisions that will sustain and grow the organization.

**Prerequisite(s):** AC 201 or equivalent. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### AC 230 - Computer-Based Accounting Systems

An introduction to integrated accounting systems with emphasis on hands-on applications based on simulated accounting practice.

**Prerequisite(s):** AC 201 and IS 141. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ACC 230

### AC 309 - Individual Income Tax

A study of federal income tax law and application as it applies to individuals.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ACC 309, ACC 310

### AC 312 - Business Income Tax

A study of federal income tax law and application as it applies to Corporations and flow-through entities.

**Prerequisite(s):** AC 201 and IS 141. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ACC 312

### AC 320 - Intermediate Accounting I

AC 320 is a professional course requiring intensive study and analysis. Students who have not completed AC 201 - Principles of Financial Accounting within the past two years may have difficulty. The first in a three-course sequence of Intermediate Accounting. It offers an in-depth examination of generally accepted principles related to the preparation of external financial statements for a corporate entity. The conceptual framework is studied and applied throughout, as well as the application of present value techniques to accounting valuations. Specific topics include the



accounting system, development and research of accounting standards, income statement, statement of retained earnings, comprehensive income, balance sheet, statement of cash flows, time value of money, cash, receivables, and inventory.

**Prerequisite(s):** AC 201 and IS 141 or equivalents and a course grade of C or higher in AC 201.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ACC 320

### **AC 325 - Intermediate Accounting II**

AC 325 is a professional course requiring intensive study and analysis. Students who have not completed AC 320 within the past two years may have difficulty. The second in a three- course sequence of Intermediate Accounting. Topical coverage includes long-term assets, current and long-term liabilities, stockholders' equity, and ratio/trend analysis. There is an experiential component focusing on financial statement analysis.

**Prerequisite(s):** AC 320 and IS 141 or equivalents. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ACC 325

### **AC 330 - Intermediate Accounting III**

AC 330 is a professional course requiring intensive study and analysis. The third in a three- course sequence of Intermediate Accounting. Topical coverage includes earnings per share, investments, revenue recognition, income taxes, pensions, leases, accounting changes, and statement of cash flows. There is an experiential component focusing on a comprehensive intermediate-level accounting case.

**Prerequisite(s):** AC 325 and IS 141 or equivalent. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AC 420, ACC 420

### **AC 350 - Accounting Information Systems**

A study of internal controls within the accounting system. The course includes the completion of an accounting simulation using specialized journals as well as the development of efficient spreadsheets using higher-level Excel skills.

**Prerequisite(s):** AC 320 and IS 141. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AC 380 - Cost Accounting**

An intermediate level course covering the managerial use of accounting data to assist managers in their decision making regarding resource allocation, organizational control and measurements. Emphasis is on accepted production cost methods for job order, process, and activity-based systems, budgetary planning and control, flexible budgeting, capital budgeting and inventory management.

**Prerequisite(s):** AC 202 and either AC 320 or FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AC 315

### **AC 425 - Advanced Accounting**

A study of consolidated financial statements and governmental/nonprofit accounting.

**Prerequisite(s):** AC 325 and IS 141 or equivalents. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ACC 425

### **AC 430 - Auditing**

A study of auditing theory and procedures, including the role of the external audits in financial markets, professional responsibilities of the auditor, risk assessment, and evaluation of evidence to support audit conclusions.

**Prerequisite(s):** A grade of C or better in AC 325 and AC 350. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ACC 430

### **AC 435 - Ethics for Accountants**

This course will serve as a guide to professional ethics in the accounting and business environments. This course covers fundamental ethical issues of business and society, roles and responsibilities of the accounting and auditing profession, ethical behavior by management, and legal and professional guidelines that address the

ethical concerns of society. Emphasis is on the AICPA Code of Professional Conduct and the IMA's Statement of Ethical Professional Practice.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AC 440 - Special Topics in Accounting**

An in-depth examination of specific areas in the field of accounting. Topics include, but are not limited to: governmental accounting, current problems, theory of income determination, budgetary control, information systems, and independent research.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **AC 451 - Accounting Internship**

The Internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The Internship will be approved by the Department Chair and overseen by the Accounting Program Coordinator (PC) or a business faculty member approved by the Accounting PC. An experience paper is required. Three (3) credit hours will be earned by 120 hours of experience connected to the Internship learning outcomes.

**Prerequisite(s):** Open only to students who have earned at least 9 hours of their Accounting degree requirements and have a 3.0 GPA.

**Repeatable for Credit** This class can be repeated to earn a maximum of 6 hours of credit at the discretion of the Accounting PC.

**Grade:** Pass/Fail

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-6**

### **AN 100 - General Anthropology**

This course is an introduction to the principles and processes of physical and cultural anthropology. Course topics include areas of human evolution, prehistoric archaeology, population genetics, development of cultural and social systems, ethnology and linguistics. Concepts examined include research and ideas from the various schools of anthropological thought.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ANT 100

### **AN 207 - Field Study in Archaeology**

Combines theoretical studies in archaeology with extensive fieldwork. Lectures delivered on site provide a conceptual framework, which makes meaningful the actual dig experience. Course requirements include a minimum of thirty-two hours excavation, identification, and classification of material; ten hours lecture; and extensive reading from a variety of sources.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ANT 207

### **AN 221 - Urban Anthropology**

The anthropology of urban centers focuses on the study of human beings and their cultural institutions in cities. The course focuses on strategies of people and how they cope with demands imposed by urban environments. The ethnographic study of cities explore questions related to the nature of urban experiences, the differences and similarities between different settings and the vexing question of "what is a city?" The course will require supplemented field trips to Kansas City.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AN 301 - Cultural Anthropology**

Cultural anthropology, or ethnography, is a study of humans as social beings, an analysis of society in a cross-cultural and global perspective, and the study of issues of cultural transformation and processes of globalization. The course will study the interrelated aspects of culture and world regions, including language, human cultural diversity, cultural pluralism, the existence and perpetuation of inequality in human society, human interaction with the environment, race, ethnicity nationalism, world-views, social organization, and the arts.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AR 115 - Introduction to the Visual Arts**

A basic art appreciation course, which introduces the formal language of painting, sculpture, and architecture, relating them to the philosophical premises and historical events that they reflect. This course provides a frame of reference for appreciation of art as well as a basis for further study. While slide lecture is the usual format, demonstrations, fieldtrips and gallery tours augment classroom instruction.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** AR 205

### **AR 140 - Drawing I**

An introduction to develop a foundation of understanding of drawing concepts and approaches including shape and form, measure and proportion and form defined by light. Students learn by gaining experience with the physical act of drawing in an attempt to resolve problems of representation and description in fundamental ways. This is a course available to anyone wanting to learn the fundamentals of drawing but also as a foundation for more advanced studio work in Art and Design.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 150, AR 250

### **AR 142 - Two-Dimensional Design: Black & White Basic**

An introduction to the basic language of art and design on a flat plane. Problems/projects are organizational, conceptual and thought provoking to challenge and introduce the basic elements and principles of art. It is the intent of this studio experience to establish a disciplines, efficient and practical use of art tools and materials. This is a course available to anyone wanting to learn the fundamentals of 2-D Design but also as a foundation for more advanced studio work in Art and Design.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 204, AR 202, AR 101

### **AR 143 - Three-Dimensional Design**

An introduction to basic design techniques, methods, and concepts of sculptural work. In this course students will explore formal, functional and conceptual issues that govern three-dimensional work by creating a variety of artworks as assigned. It is the intent of this studio experience to establish a disciplines, efficient, practical and safe use of art tools and materials. This is a course available to anyone wanting to learn the fundamentals of 3-D Design, but also as a foundation for more advanced studio work in Art and Design.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 203, AR 102

### **AR 144 - Color Theory**

A foundation studio course emphasizing the interaction of color and the application of that knowledge to the visual arts and design. Visual and aesthetic awareness is developed through the creative problem solving process. This course emphasizes a deliberate and clear presentation for maximum effect and is a foundation for more advanced studio work in Art and Design.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 208

### **AR 215 - Art History I**

A chronological survey of the history of art from the prehistoric and ancient eras through the medieval. Instruction is not limited to the western tradition but includes sections on Asia, India, Africa and the Americas. Art is studied within historical and cultural contexts. Gallery tours augment slide-lecture instruction.

**Liberal Education:** LE Humanities  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AR 216 - Art History II**

A chronological survey of the history of art from the Renaissance through the twentieth century. Instruction is not limited to the western tradition but includes sections on Asia, Oceania, India, Africa and the Americas. Gallery tours augment slide-lecture instruction

**Liberal Education:** LE Humanities  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AR 218 - Graphic Design Software**

This course introduces the use of primary design programs and the discipline of design as a foundation for the upper level graphic design classes and as a component in interior design and fine art.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 221 - Ceramics I**

An introduction to clay processes emphasizing hand building techniques, glazing and firing.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 320

### **AR 231 - Graphic Design Studio I**

An introductory class that prepares students with basic hand skills through drawing and presentations, introduces typography, layout, vocabulary technique, and the process of critique to produce professional graphic design projects. Selected topics in design, i.e. perception, figure/ground; shape, visual dynamics, Gestalt principle; fundamentals of the design process: research, thumbnails/ roughs, comprehensive, presentations. Development and preparation of design concepts for application to the printing process

**Prerequisite(s) or Corequisite(s):** AR 140, AR 143, AR 142, and AR 218

**Note:** *This course is designed to be taken the same semester as AR 300 - Graphic Design Principles II: Typography & Design.* **Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 318, AR 312

### **AR 240 - Drawing II**

An introduction to drawing from the human figure to engage issues of form, structure, volume, movement, composition and the expressive possibilities of the human form. This class is an essential next step for those planning to study fine art, illustration and costume design or for those who want to participate in a studio tradition of figure drawing. This course is designed to be taken the same semester as AR 300 - Graphic Design Principles II: Typography & Design.

**Prerequisite(s):** AR 140

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 251

### **AR 241 - Photography I**

**Crosslisted:** CA 241 An introduction to the basic techniques of black and white photography. Cameras, lenses, films, lighting, composition are discussed. Students must provide an acceptable camera and expendable supplies. Darkroom work is required.

**Prerequisite(s):** CA 224 or AR 218

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 270 - Fiber I**

An introduction to fiber media and techniques. Students explore handmade papermaking, weaving, fabric dyeing, basketry techniques, silk-screening, batik and other fiber

processes in both two-dimensional surface and three-dimensional form.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 370

### **AR 280 - Painting I**

An introduction to the basic techniques and principles of painting in a studio course. The course is designed to develop skills in painting emphasizing direct observation. This class is an essential next step for those planning to study fine art or illustration or for those who want to participate in a studio tradition of direct painting.

**Prerequisite(s):** AR 140

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 260

### **AR 282 - Visual Communications I**

An introduction to basic drafting techniques, terminology, and symbols used in architectural drawings, using drafting equipment, lettering, plan and elevation construction with emphasis on proper line weight, quality, and scale; additionally study materials and fabrication techniques involved in the design and construction of interior details.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** DR 101, AR 291, AR 292A

### **AR 283 - Introduction to Interior Design**

This course is an introduction of the interior design profession, exploring the principles and elements of design, theories, and systems, design process programming, schematics, design development, and space planning techniques; as well as, elementary sketching and ideation, and basic industry specific regulations.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 292B, AR294, ID106, INT 206

### **AR 288 - Visual Communications II**

With an emphasis on three dimensional communication methods, including paraline drawings, models, and both hand drawn and computer generated perspectives. Students will apply black and white, as well as color rendering techniques, to three dimensional drawings utilizing both manual and digital techniques.

**Prerequisite(s):** AR 282

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 397A, AR293

### **AR 289 - Fundamentals of Interior Design**

An exploration of residential space planning problems applying the design process and space planning techniques to projects that emphasizes research and application of global design and the study of different cultures. Includes an intermediate review of life safety codes and accessibility guidelines.

**Prerequisite(s):** AR 283

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 299B, AR295, ID 225

### **AR 290 - Interior Design Materials and Resources**

A survey of the materials and finishes utilized in interior applications through lecture, demonstrations, and/or field trips. Various methods of specification and estimation are reviewed, with students researching and assessing performance criteria including environmental ethics and social responsibility.

**Prerequisite(s):** AR 296

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ID 101, INT 101

### **AR 296 - Textiles for Interior Design**

This course explores the nature of man-made and natural materials used to produce textiles for use within the interior design industry. Content includes discussion of fibers, yarns, fabrics, finishes, design methods, construction, and proper application of these materials from technical, environmental and aesthetic approaches.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** DS 104

### **AR 298 - History of the Designed Environment: Antiquity to Mid-Nineteenth Century**

A study of interiors, furniture, material culture, art and architecture within a historical context. Students analyze the social, political and physical influences affecting historical changes in the built environment, as well as the impact of the built

environments of the past on current design practices. The course includes a survey of significant movements, traditions and theories in the built environment from antiquity through the mid-1800s.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ID 201, INT 201

### **AR 300 - Graphic Design Principles II: Typography & Design**

An introduction to typography as a formal, functional and expressive medium of communication. Building from the study of individual letterforms through words and paragraphs, skills are gained in spatial organization, information architecture, hierarchy, legibility, readability and expression. Critical thinking and craftsmanship are emphasized. This course is designed to be taken the same semester as AR 231 - Graphic Design Studio I.

**Prerequisite(s):** AR 144 and AR 218

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 330, AR 329

### **AR 310 - Illustration**

This course is designed to teach students about illustration media, techniques and practices. Students will acquire skills in traditional and digital illustration media through hands-on projects and studio assignments. Projects are structured to provide students with opportunities to develop and strengthen illustration and design skills in ink, paint, graphite and other materials. Students will learn other aspects of illustration such as image design, composition, color usage, layout, concepts and principles of illustration, and professional practices of illustrators.

**Prerequisite(s):** AR 140

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **AR 313 - Independent Study in Art or Design**

Designed for students who have taken all courses in a particular area but wish to continue in it, or who wish to explore in an area for which there is no appropriate course offered. Admission to independent study is by permission of the Chair of the Department with evidence of the student's ability to work independently at an appropriate level. Students seeking admission to Independent

Study must submit an approved proposal. The student and teacher write a contract stating goals, amount of work and critique times, etc.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

### **AR 315 - Special Topics in Art or Design**

A specialized workshop or seminar focused on a particular subject, issue or medium.

**Repeatable for Credit** May be repeated for credit when topics change.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **AR 316 - Modern Art**

The study of modern painting, sculpture, and architecture from the late nineteenth century to the present. Gallery tours are combined with slide-lecture instruction.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** ART 316

### **AR 317 - World Art**

An introduction to the art of a selected number of cultures from Africa, Oceania and the Americas which will be studied within their historical and cultural contexts, and which will include examples of contemporary art. Gallery tours, studio exercises, and guest lectures will augment slide-lecture instruction.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **AR 319 - History of Graphic Design**

A survey of the genesis and development of Graphic Design from its beginnings in the Industrial Revolution through the challenges of the digital transition and beyond. The relationships and impact of major graphic style periods are discussed in social context and defining visual characteristics are examined by studying examples.

**Prerequisite(s):** AR 115 , AR 218 and AR 231

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** AR 314

### **AR 321 - Ceramics II**

A continuation of AR 221 that includes wheel throwing and other more advanced building techniques. Basic glaze calculation and explanations for firing techniques are covered.

**Prerequisite(s):** AR 221

**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

### **AR 323 - Renaissance and Baroque Art**

An overview of European art including painting, sculpture, and architecture created during the fourteenth and sixteenth centuries. Discussion will include the social, religious and political contexts as well as the changing roles of artists and patrons during this time. Major Renaissance Breughel family will be discussed; from the Baroque perspective, figures such as Bernini, Caravaggio, Rubens, and Rembrandt will play prominent roles in course discussion.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **AR 328 - Graphic Design Principles: Identity**

This intermediate Graphic Design course explores the use of logos, identity, branding, packaging, campaigns and business practices. The process of developing design discipline is emphasized while producing portfolio quality projects that reflect a growing understanding of industry standards and practice.

**Prerequisite(s):** AR 231 and AR 300

**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

**History:** AR 412

### **AR 331 - Graphic Design Studio II: Computer Imaging**

This course emphasizes effective advertising campaign. The student experiences the network of ideas and research necessary to reach a public targeted by the manufacturer or service. It also explores the history and methods of publication design and examines the processes involved in coordinating art and typography with verbal and visual content; exploration of computer imaging through the use of image processing, page layout, and design concept.

**Prerequisite(s) or Corequisite(s):** AR 231, AR 328 and AR 300

**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

**History:** AR 339

### **AR 335 - 3D Animation for Design**

This course is designed as an introduction to the principles of 3D-computer animation including

modeling, texture mapping, lighting, and motion, character development, storyboarding and visual storytelling. While learning the technical aspects of using animation software will be an integral part of this course, the student's independent artistic vision is still a very important component.

**Prerequisite(s):** AR 331 and permission of the department.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 340 - Drawing III**

A course emphasizing more advanced drawing allowing students the opportunity to study and expand their personal interpretations and approaches to drawing concepts and techniques. Emphasis is placed upon individual interpretation of class assignments.

**Prerequisite(s):** AR 240

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 350

### **AR 341 - Photography II**

**Crosslisted:** CA 341 This course explores the language of photography with particular attention to the photographic essay and the photographic illustration. Both black and white and color photography are included. A variety of techniques in photographic printmaking are explored with an emphasis on self-expression and craft.

**Prerequisite(s):** CA 241

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 371 - Fiber II**

An advanced fiber workshop in which the student chooses the media, technique and number of projects in consultation with the instructor. Taught concurrently with Fiber I.

**Prerequisite(s):** AR 270.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 380 - Painting II**

This course expands upon motif encouraging students to develop their conceptual foundation of content and meaning in their art while being challenged to develop their aesthetic and technical skills. Emphasis is placed upon individual interpretation of class painting assignments as the intermediate level.

**Prerequisite(s):** AR 280

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 261

### **AR 382 - Drawing Systems I**

An introduction to the principles and operations of computer generated drawing with an emphasis on producing both 2D (floor plans, elevations, etc.) and 3D (orthographic) drawings using AutoCAD.

**Prerequisite(s):** AR 282

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 299A, AR 297, ID 178, INT 178

### **AR 383 - Furniture Design**

Study of furniture through the evaluation of historic and contemporary furnishings. Issues include applying the design process to the construction, ergonomics, anthropometrics, quality of materials and methods.

**Prerequisite(s):** AR 283 and AR 289

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 396B

### **AR 388 - Drawing Systems II**

Students expand their computer drawing skills, using the Building Information Modeling program Revit to produce construction documents and three-dimensional drawings and renderings.

**Prerequisite(s):** AR 382

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 396A

### **AR 389 - Commercial Interiors**

In this studio course students apply the design process and space planning techniques to different types of commercial spaces with emphasis on sustainability, universal and barrier free design.

**Prerequisite(s):** AR 218, AR 283 and AR 289

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** AR 397B

### **AR 390 - History of the Designed Environment: Mid-Nineteenth Century to the Present**

A continuation of the study of interiors, furniture, material culture, art and architecture within a historical context. Students analyze the social,

political and physical influences affecting historical changes in the built environment, as well as the impact of the built environments of the past on current design practices. The course includes a survey of significant movements, traditions and theories in the built environment from the mid - 19th Century to the present.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ID 202, INT 202

### **AR 392 - Human Factors in Interior Design**

A study of the principles and considerations related to human factors, universal design, anthropometrics, ergonomics and the psychological response of users to interior environments.

**Prerequisite(s):** AR 288  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ID 420

### **AR 393 - Lighting Fundamentals for Interior Design**

A study of the technical, aesthetic, and psychological aspects of natural and artificial lighting in regards to their application within interior environments.

**Prerequisite(s):** AR 289  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ID 321, INT 321

### **AR 415 - Internship in Art or Design**

Off-campus placement in a professional environment such as a graphic design studio, art gallery, or art organization, to gain insight into a particular art or design career and work experience in the field. Many different internships are possible. Variable credit from 3 to 6 hours (i.e., a minimum of 6 to 12 hours per week). Departmental approval required. Intended for seniors.

**Lecture Hours: 0 Lab Hours: 0 Credits: 3-6**  
**History:** ID 451

### **AR 418 - Graphic Design Studio III: Advanced Typography**

This course offers more complex typographic problems, page layout and solution strategies. Areas covered include the expression of abstract concepts, information architecture, type and image, visual

metaphor and sequential development, typographic theory and use exploring formal and informal structures with an analysis of historic styles. Multipage layout in the printed and digital realm emphasized.

**Prerequisite(s):** AR 300, AR 328 and AR 331  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 420 - Ceramics III**

A continuation of AR 321 in which students work to develop their own techniques and with an emphasis on glaze formulation to enhance the work.

**Prerequisite(s):** AR 321  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 427 - Web Page Design: Digital Environment**

This course concentrates on training the graphic designer to develop effective design interfaces for web page design. Students combine text, images, sound and interactivity to Web presentations. Students explore new software (for example FLASH MX) and technical information for Web page development and Web servers. Current and future directions of the information superhighway, online services, search engines and World Wide Web development are investigated.

**Prerequisite(s):** AR 328 or CS 314.  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 440 - Drawing IV**

An advanced studio engagement in drawing allowing students the opportunity to study and expand their interpretations and approaches to drawing concepts and personal expression. Emphasis is placed upon individual interpretation of class assignments at the advanced level.

**Prerequisite(s):** AR 340  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**  
**History:** AR 340, AR 350

### **AR 470 - Fiber III**

Continuation of AR 371. An advanced level fiber course stressing increasing mastery of media, technique and personal expression. Although projects are developed in consultation with the instructor, the student will demonstrate growing artistic autonomy. (All levels of Fiber are taught concurrently.)



**Prerequisite(s):** AR 371  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

### **AR 480 - Painting III**

A course building advanced painting experience allowing students the opportunity to study and expand their personal interpretations and approaches in consultation with the instructor. Greater expectations and self-discipline are requirements with increased autonomy in each student's choice of subject matter with an emphasis on personal visual expression.

**Prerequisite(s):** AR 380  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3  
**History:** AR 360

### **AR 481 - Painting IV**

The goal of the course is to challenge students to develop their paintings at an advanced level. Greater expectations and self-discipline are requirements as students develop their aesthetic, technical and conceptual ability. Emphasis is placed upon individual interpretations of painting concepts at the advanced level.

**Prerequisite(s):** AR 480.  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3  
**History:** AR 361

### **AR 490 - Senior Studio in Fine Art**

This is the first half of the senior capstone course for the B.F.A. degree in Fine Art. Students select a topic for research which leads to a concept for a senior project and exhibition to be completed in AR 497. Students will also prepare for professional practice and explore career goals. Topics covered include art research, writing a resume, portfolio preparation, exhibition and art resources, marketing and business plans for artists, and research about art websites.

**Prerequisite(s):** Permission of the department.  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

### **AR 491 - Interior Design Professional Practice**

A review of the principles governing the practice, business, legal, and contractual aspects of the interior design profession. Students begin to assemble a professionally reflective portfolio of student work.

**Prerequisite(s):** AR 218 and AR 389  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** ID 475

### **AR 495 - Building Construction Systems**

This course is a study of the components that make up the major building systems: Structural, Mechanical, Electrical and Plumbing systems, and the Building Envelope. A review of the impact and interrelationship of these building systems on interior design elements and sustainable construction; including acoustics, vertical and horizontal circulation. Includes an in-depth review of building and life safety codes.

**Prerequisite(s):** AR 382  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **AR 496 - Graphic Design Studio VI: Senior Studio/Portfolio**

The capstone course of the major provides an intense investigation of the design and production of the professional portfolio including marketing techniques, format, binding, layout, and reproduction. The portfolio documents the student's development as a designer and forms his/her main professional credential in preparation for the transition to professional practice. Directed senior thesis project, portfolio and resume preparation. Selected topics in design and senior portfolio show.

**Prerequisite(s):** AR 418.  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

### **AR 497 - Senior Seminar in Fine Art**

This is the capstone course of the major in Fine Arts. The project will be a culmination of the skills and knowledge gained in the student's academic experience and forms his/her main professional credential in preparation for the transition to professional practice or advanced degree programs. Students will select a topic or design area for research, which will lead to a thesis statement and concept for a senior exhibition. This experience includes a directed senior thesis project in selected topics, with portfolio and resume preparation and senior portfolio exhibition.

**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3  
**History:** AR 475

### **AR 498 - Senior Studio: Directed Topics and Research**

This is the first half of the capstone course of the major in Fine Art, Graphic Design or Interior Design. Students with their faculty advisor, will elect a topic or design area for research, which will lead to a thesis statement and concept for a senior project that will be completed in AR 499. This experience includes an intense investigation toward a directed senior thesis project in a selected topic, with portfolio and resume preparation culminating with a senior Thesis Project and Exhibition completed in AR 499.

**Prerequisite(s):** Permission of Department.  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **AR 499 - Senior Seminar: Thesis Project, Portfolio and Exhibition.**

This is the second half of the capstone course of the major in Fine Art, Graphic Design, or Interior Design. This capstone course focuses on the development of the Thesis Project that documents the skills and knowledge gained in the student's experience within his/her major. The project and portfolio forms his/her main professional credential in preparation for the transition to professional practice or advanced degree programs. The exhibition and portfolio represents a student's undergraduate development as an artists and his/her systematic exploration of professional practice in the field.

**Prerequisite(s):** Permission of Department.  
**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **BI 101 - Biological Concepts**

Biological Concepts offers an overview of the fundamental facts and principles of modern biology. The course is designed for the non-science student who wishes to gain an understanding of current biological concepts and their relevance to problems of human society. Emphasis will be on life, its origin, chemistry, energy transformations, reproduction, genetics, evolution, and ecology. At home laboratory activities are included.

**Liberal Education:** Science with lab  
**Lecture Hours: 3 Lab Hours: 3 Credits: 4**

### **BI 111 - Environmental Biology**

Environmental science is the study of the position and impact of Homo sapiens as an organism in the environment and consideration of the sociological, political, and economic implications of mankind's relationship to the ecosystem. Problems of world population, world hunger, international implications, etc. will be included. Specific considerations of energy availability, usage, and controversies, as well as pollution topics will be addressed.

**Liberal Education:** Science with lab  
**Lecture Hours: 3 Lab Hours: 3 Credits: 4**  
**History:** BIO 111

### **BI 122 - Human Nutrition**

**Crosslisted:** FW 122 An examination of nutritional guidelines, the nutrients necessary for good health, and the dietary needs of different populations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **BI 210 - The Human Body**

Structure and function of the principal systems of the human body. Topics include: muscular, nervous, skeletal, circulatory, digestive, endocrine, and urinogenital systems. This course is designated as a VLE for nursing students.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** BIO 210

### **BI 211 - Human Anatomy and Physiology I**

A study of the structure and function of the human body beginning at the cellular level through system level of organization. Focus will be on histology, nervous, skeletal, muscular, cardiovascular, and respiratory systems.

**Prerequisite(s):** (BI 101 or BIO 221) and (CH 105 or CH 107 and CH 107L)  
**Note:** One biology and one chemistry prerequisite required. Choices for each are listed in prerequisites. **Liberal Education:** Science with lab  
**Lecture Hours: 3 Lab Hours: 3 Credits: 4**  
**History:** BIO 211

### **BI 212 - Human Anatomy and Physiology II**

A study of advanced concepts in human anatomy and physiology, including the nervous, endocrine, lymphatic, digestive, urinary, integumentary, immune, and reproductive systems.

**Prerequisite(s):** BI 211 or equivalent

**Note:** Previously BIO 212 **Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BIO 212

### **BI 214 - Personal and Community Health**

Educational in nature with emphasis on personal hygiene, community health and health education, this course covers diverse topics such as wellness, mental health, stress, nutrition, weight management, communicable disease, non-communicable disease, reproductive health, parenting, substance abuse, aging, and ecology. Socioeconomic and sociocultural factors that impact the wellness of specific cultural groups will also be discussed. This course does not count toward a biology major.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **BI 223 - Clinical Microbiology**

A study of microorganisms that commonly affect humans, including their morphology, physiology, taxonomy, and ecology. Epidemiology of representative diseases and other applied aspects are discussed. Emphasis in the lab is on techniques: staining, culturing, and standard identification methods.

**Prerequisite(s):** CH 105 or CH 107 / CH 107L or equivalent.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **BI 301 - Human Ecology**

The relation of man to his physical and biological world. Topics include population, food supply, energy, industry, pollution, and natural resources as well as the cultural patterns of humans and their effects on the environment.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BIO 301

### **BI 318 - Introduction to Genetics**

A study of the principles of heredity and variation in both plants and animals including man. Modern theories of gene action are stressed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BIO 318, BIO 320

### **BI 422 - Individual Research & Independent Investigation**

A small original biological investigation and a written report of the findings, prepared in proper form.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **BIO 221 - Zoology**

This course is a broad introduction to Kingdom Animalia. The anatomy, physiology, systematic, evolution, and ecology of animals will be discussed. Laboratory will include dissection, microscopic and macroscopic examination of organisms representative of the major animal phyla.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 226

### **BIO 225 - Botany**

A study of the plant kingdom with an emphasis on the structure and physiology of the flowering plants.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 225

### **BIO 325 - Introductory Molecular Cell Biology**

An introductory course in cell structure and function at the molecular level. Topics include cell structure; the flow and transduction of mass, energy, and genetic information; genetic engineering; and regulation of cell growth.

**Prerequisite(s):** CH 108 and CH 108L.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BI 231

### **BIO 327 - Introductory Ecology and Evolution**

An introduction to the fundamental principles of ecology and evolution. Understand the origin and

complex interactions among plants, animals, microbes, the environment, and the diversification of life through evolutionary processes. Topics will include natural selection, speciation, evolutionary processes, ecosystems, populations, biogeography, and biogeochemical cycles.

**Prerequisite(s):** BIO 221, BIO 225 and NS 220 or permission of instructor.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **BIO 330 - Paleobiology**

**Crosslisted:** GO 330 The study of the earth's past life, which will be examined in two parts: (1) an introduction to invertebrate and vertebrate paleontology that will focus on classification, relationships, and evolutionary history and (2) the uses of paleontological data in evolution, systematics, paleoecology and extinctions.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 330

### **BIO 337 - Biochemistry**

**Crosslisted:** CH 337 Biochemical systems and the relation of chemical structure to biochemical function as well as the molecular basis of metabolism are discussed.

**Prerequisite(s):** CH 318 and CH 318L

**Corequisite(s):** BIO 337L which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BI 337

### **BIO 337L - Biochemistry Laboratory**

**Crosslisted:** CH 337L Students are introduced to basic laboratory techniques in biochemistry. Experiments will reinforce materials covered in the co-requisite lecture.

**Corequisite(s):** BIO 337 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** BI 337L

### **BIO 340 - Genetics**

A study of the principles of heredity and variation in both plants and animals including humans. Modern theories of gene action are stressed.

**Prerequisite(s):** BIO 325.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 320

### **BIO 350 - Microbiology**

A study of the biology of the major groups of microorganisms. Research skills are stressed in the laboratory.

**Prerequisite(s):** BIO 325, CH 108 and CH 108L.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 350

### **BIO 375 - Evolution**

A study of the historical development of the concept of natural selection and modern concepts of evolution.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BI 300

### **BIO 378 - Ecology**

A study of the interrelationships between organisms and their environment.

**Prerequisite(s):** CH 107 .

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **BIO 380 - Issues in Biodiversity**

An introduction to biodiversity from the perspective of ecosystems and the biosphere. Topics covered include extinction, characteristics, special problems of the various biomes, conservation economics, endangered species management, and theory of nature preserve design.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BI 380

### **BIO 400 - Cell Biology**

A study of ultrastructure of the cell and its organelles. Laboratory includes studies in molecular biology and tissue culture.

**Prerequisite(s):** BIO 325, CH 317 and CH 317L.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4  
**History:** BI 360

### **BIO 410 - Comparative Anatomy**

A study of the phylogeny and gross structure of the organ systems of the vertebrates. Major systems of the shark and cat are dissected and correlations are made with other groups of vertebrates.

**Prerequisite(s):** BIO 221.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 340

### **BIO 411 - Animal Physiology**

A study of living processes as they occur in cells, tissues, and systems in vertebrates and invertebrates. Laboratory work is correlated with classroom discussion.

**Prerequisite(s):** BIO 221 and CH 108 .

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **BIO 417 - Developmental Biology**

A study of the molecular and cellular biology of pattern formation in developing embryos. Systems surveyed include *Drosophila*, sea urchin, frog, salamander, chicken, and human.

**Prerequisite(s):** BIO 325, CH 317 and CH 317L.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** BI 417

### **BIO 470 - Internship**

Practical work experience in biology in an industrial, academic, or other setting. Internship must be approved by the instructor prior to starting work.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **BIO 490 - Advanced Topics in Biology**

Selected topics in biology. Topics left to the discretion of the instructor and student. Plant taxonomy, histology, cellular physiology, advanced field ecology, entomology, etc. are possible topics.

**Note:** Laboratory work may be required.

**Repeatable for Credit** May be repeated for credit if topics differ.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4  
**History:** BI 490

### **BIO 498 - Biology Capstone**

This course will integrate information from biological literature, field studies, and laboratory studies to provide students an opportunity to apply, integrate, and demonstrate knowledge and skills they have acquired in their biology education.

**Prerequisite(s):** Permission of the instructor

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BI 425

### **BIO 499 - Research**

Students will be expected to conduct research that will culminate in the production of a research paper and presentation. Projects will vary depending upon the interest and capabilities of the student and selected mentor.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** BI 415

### **CA 103 - Public Speaking**

A development of the ability to speak clearly and express ideas effectively before an audience. Students plan, compose, and deliver various kinds of speeches and talks. Principles of effective rhetorical presentation are related to basic purposes and forms of public speech communication.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** COM 103

### **CA 104 - Interpersonal Communication I**

An introduction to the knowledge and skills of interpersonal communication. The course content includes facilitation of more effective and supportive behavior, reduction of communication barriers and development of increased skill and confidence in relationships.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** COM 104

### **CA 105 - Introduction to Human Communication**

This course focuses on the most frequently used communication skills. The course demonstrates the natural relationships between communicating one-to-one and in public, group, and mediated contexts, showing that skills in one can be employed in the other and given practice in both. Students will be introduced to the communication process, listening, concepts of self, language, perception, small group and workplace communication, intercultural communication, mediated communication, the speech process (including topic selection and audience analysis, organization, development and support of speeches, delivery) and informative and persuasive public speaking.

**Note:** This course fulfills the oral communication liberal arts requirement. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 116 - Media and Society**

This course introduces students to analyzing the intersection between society and the recent developments in media content, technologies, consumers, producers, organizations, and regulations. Grounded in the most current scholarship in media and mass communication in the humanities and social sciences, students learn ways to think about media as both influencing and changed by society.

**Liberal Education:** LE Humanities  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 200 - Interviewing Theories and Practice**

Development and analysis of the interviewing process from the viewpoints of the interviewer and the interviewee. Consideration is given to strategies, ethics, the interview as a management tool, and a broad understanding of the communication variables involved in the interviewing context. Both practical and theoretical perspectives are examined.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 202 - Fundamentals of Writing for Media**

This course introduces students to the fundamental philosophy and principles of writing in journalism on a variety of platforms. It is conducted in an active workshop environment designed to develop writing skills, provide the basic techniques of reporting, familiarize the student with the

professions of journalism and public relations, begin the discussion of ethics and purpose, and provide a vehicle for self-expression.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 203 - Multimedia Practicum I: Content Development**

Students research, report, write, photograph, and create audio and video packages, primarily on assignment, for multiple university news and feature platforms. Service to the university community is combined with opportunities for journalistic self-expression.

**Prerequisite(s):** CA 202 and CA 224  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 218 - Public Relations**

A study of the dissemination of public information through mass media; intraorganizational information; public opinion analysis, research techniques to establish psychographics within groups, applications in business, government, education, and politics.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CA 314, COM 314

### **CA 224 - Digital Media Skills**

Digital Media Skills is an entry-level course where students learn basic digital skills (audio and video editing, photo editing, digital newspaper layout, posting online) which will provide a foundation for production work students will do in more advanced courses and as staff members of KGSP-FM, the Pirate News video newscast, The Stylus newspaper, and the Narva magazine. Project work will be emphasized.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 225 - Online Content Creation**

Online Content Creation is an entry-level course where students learn basic skills such as writing for the web, online publishing, smartphone photography, audio capture and editing, and smartphone video. Students will understand different media formats, how people interact with information, and how to be found online.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 233 - Introduction to Leadership**

The focus and purpose of this course is to provide students with an introductory education of leadership development theory, cultural and gender impacts on communication and leadership, self-understanding, ethical leadership, group dynamics, servant leadership, leading and making change in communities, and group and self-renewal. The course will encourage students to explore the leadership process and develop one's own leadership potential while encouraging self-assessment and communication skill development. This course fulfills the first core requirement of the undergraduate leadership minor.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 235 - Multicultural Communication**

A study of communication and culture that examines cultural variability in interpersonal and organizational relationships and the mass media. Emphasis is placed on facilitation of more effective communication episodes across boundaries. Students will demonstrate the principles and skills needed to become effective in communicating outside one's primary culture.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 237 - Introduction to Organizational Communication**

An analysis of how organizations are produced and affected by communication. Students will undertake the study of organizational communication and apply communication theories and research at the individual, group, and organization-wide level. Effective communication in global organizations is also presented.

**Prerequisite(s):** CA 104

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 241 - Photography I**

**Crosslisted:** AR 241 An introduction to the basic techniques of black and white photography. Cameras, lenses, films, lighting, composition, etc, are discussed. Students must provide an acceptable camera and expendable supplies. Darkroom work is required.

**Prerequisite(s):** CA 224 or AR 218

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

**History:** COM 241

### **CA 301 - Interpersonal Communication II**

A study of the nature of and problems in communication. Areas of study include: mental process in communication, perception, content, amount of communication, interpersonal and task behaviors, norms, conflict, creativity, touch, distance, time usage, manipulation of environment, intervention, attitude change and opinions, and how communication fosters attraction, productivity, and leadership. The course focuses on the development of a framework for analyzing the various approaches to interpersonal communication.

**Prerequisite(s):** CA 104 .

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 302 - Communication Ethics and Law**

A study of laws and ethics for journalists and other communicators. The course will analyze libel law, privacy, and objectivity, responsibility, freedom of speech and censorship, and the role of the press in society.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 303 - Multimedia Practicum II: Editing and Strategic Communication**

Students primarily work as editors conceptualizing stories, editing text and image, designing print pages, Internet displays, public relations materials, and audio and video programs. Students also serve, where appropriate, as senior writers and videographers on live university media venues.

**Prerequisite(s):** CA 202, CA 218 and CA 224

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 309 - Training in Organizations**

This course will prepare students to develop and present training workshops and seminars to meet the needs of organizations. Content focuses on andragogy, needs assessment, curriculum design and organization, delivery modes, and outcome

assessment.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 316 - Writing and Reporting on Multiple Platforms**

Focus on information gathering, international reporting, and on using multimedia tools and outlets to disseminate information. Students write, shoot still images and video, collect audio, and utilize other new forms of media communication for publishing on the Internet. Other course topics include civic journalism, citizen journalism, and freedom of the press, including freedom of information and sunshine laws.

**Prerequisite(s):** CA 202 and CA 224.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 318 - Public Relations II**

Advance study of persuasive communications with emphasis on design and execution of public relations campaigns, the role of the public information officer, development of the comprehensive information package, and creation of effective internal publications. Includes discussion of specific ethical issues of persuasive communications.

**Prerequisite(s):** CA 218.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 319 - Writing for Feature, Public Relations, and Documentary**

The course focuses on the documentary aspects of storytelling in journalism and public relations utilizing written, audio and visual tools. It is process oriented and conducted in a workshop setting. It provides a rich opportunity for self-expression.

**Prerequisite(s):** CA 202

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 320 - Global and Civic Reporting**

Student multimedia journalists will learn how to engage with their community and with the world. They will learn reporting theories and techniques for identifying and covering local and international issues. Students will also learn about the relationship between international development and journalism, and about peace journalism and solutions journalism. They will apply their new knowledge and skills by producing multimedia

reports (both local and global) that reflect the best practices taught in this course.

**Prerequisite(s):** CA 202.

**Note:** Recommended Prerequisite: CA

316 **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 321 - Interpersonal Conflict Solution**

**Crosslisted:** PC 321 Presents various strategies for dealing with conflict in a positive manner.

Emphasizes the development and practice of skills of listening, assertiveness, problem solving, conflict management, and mediation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 322 - Media Analysis and Criticism**

This course analyzes the content of media messages and the role the media play in creating the modern symbolic environment. It provides a theoretical basis for critique of those messages and their potential effects on the communities in which students live. Students accomplish original research of media messages as the cornerstone of the course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 324 - Advanced Multimedia Production**

Students in Advanced Multimedia Production will develop their audio, video, and online multimedia production skills. This class will help you develop basic production skills that will prepare you for work on student media as well as internships at media outlets and public relations firms. This is a hands-on video laboratory course. You will produce a number of projects, both written and digital, to demonstrate your mastery of production. You will learn broadcast writing, shooting, editing, newsgathering, studio operations, multimedia platforms, as well as techniques used to produce professional promotional products. As part of your work in the course, students will have a weekly on-air shift at KGSP-FM, Park University's student-run radio station.

**Prerequisite(s):** CA 202 and CA 224

**Note:** Recommended Prerequisite: CA 316

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 326 - Editing and Design for Media and Public Relations**



Students conceptualize and edit copy, edit photographs and other images, work with writers and photographers, and design a variety of news and public relations presentations. Students confront the ethical questions faced by editors of vital community publications. The course is conducted in a workshop atmosphere.

**Prerequisite(s):** CA 202, CA 218 and CA 224  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CA 327 - Persuasive Communication**

Persuasion is a form of influence in which an audience is encouraged to adopt an idea, attitude or behavior through symbolic means. This course is a study of the persuasive process in contemporary society. Students apply persuasion theories in the interpersonal, organizational, public and global contexts in an effort to become responsible consumers and creators of public persuasion. Special attention is placed on ethical persuasion. Students develop and present persuasive messages and a persuasive campaign. This course may incorporate service learning.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CA 341 - Photography II**

**Crosslisted:** AR 341 This course explores the language of photography with particular attention to the photographic essay and the photographic illustration. Both black and white and color photography are included. A variety of techniques in photographic printmaking are explored with an emphasis on self-expression and craft.

**Prerequisite(s):** CA 241.  
**Lecture Hours:** 1 **Lab Hours:** 5 **Credits:** 3

### **CA 348 - Theories of Communication**

The study of communication theories with emphasis on people's interactions with the media and one another. The course focuses on how communication affects human attitudes and behavior. Includes a review of media influence in the individual, social and political arenas.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CA 360 - Sports Communication in a Digital Age**

An introduction and overview of the field of sport communication, including sports journalism, for

print and electronic media, history of sports media, sports advertising, public relations, media relations and employment opportunities. The course teaches effective communication strategies and techniques within an organizational and professional context for the sports industries. Emphasis is on reporting and writing in all forms, including social media.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CA 380 - Advertising**

**Crosslisted:** MK 380 Designed to give the student an understanding of the creation, design, and production of material for advertising campaigns in all media. Suggested

**Prerequisite(s):** MK 351 or equivalent.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** COM 380

### **CA 382 - Communication Research Methods**

This course focuses on the most frequently used communication research methods in the areas of journalism, communication studies, and public relations. Students will be introduced to the qualitative and quantitative communication research methods including content analysis, participant observation, interviewing, textual analysis and experimental research. It will emphasize understanding communication research reports and developing research and writing skills appropriate for both communication professionals and students seeking advanced degrees. The course may utilize service learning.

**Prerequisite(s):** CA 348.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CA 392 - Organizational Leadership**

A course that explores contemporary organizations and the pervasiveness of communication in all aspects of organizational life. It will emphasize the role of the leader in problem solving and decision-making.

**Prerequisite(s):** CA 233 and CA 235  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CA 492

### **CA 402 - Organizational Communication**

Examines the role of communication in organizations and the people and patterns making up the many sides of complicated issues, which arise in organizational life. The course also examines the communication messages sent and received within an organization including the organization's formal structure and its informal social groups.

**Prerequisite(s):** CA 104

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 403 - Multimedia Practicum III: Major Project in Journalism, Photography or Public Relations**

Students primarily work on storytelling and documentary projects for live media venues. They conceptualize these capstone projects in journalism or public relations, plan and create them independently, and, in concert with other students, bring them to publication. They also may serve as senior writers and videographers on student media.

**Prerequisite(s):** CA 202, CA 316 and CA 324

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 404 - Seminar: Special Topics in Communication Arts**

Topics deal with such matters as social responsibility in mass media, effects of technological change upon the communication industry, film criticism, promotional strategies and case studies, or issues and problems in broadcast management or public relations.

**Prerequisite(s):** Advanced standing.

**Repeatable for Credit** Revolving topic seminar for advanced students, which may be repeated under different topic headings.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 405 - Communication and Gender**

This course is designed to promote critical thinking and analysis of gender and communication issues in the personal and professional contexts. A variety of theoretical perspectives will be utilized to examine gender socialization, identity, female-male interactions, stereotypes, and the role of language.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 441 - Photojournalism**

Learn to use the camera to tell a story with a single photograph or with a series. The course is directed toward newspapers, but includes magazine photography.

**Prerequisite(s):** CA 241 or equivalent competency.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** CA 312

### **CA 450 - Seminar: Special Topics in Journalism**

Specialized study and practice in various aspects of print journalism. May be repeated for credit when topics are changed. (Topics may include Investigative Reporting, Feature Writing, Editorial and Interpretive Writing, History of Journalism, Advanced Layout and Design.)

**Prerequisite(s):** Advanced standing.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 451 - Communication and Leadership in Groups and Teams**

Study of leadership, group processes, and interpersonal relationships in the small group. Special emphasis will be given to the effect of culture on small group interaction.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 455 - Seminar in Journalism Education**

The course explores methods in journalism education, the needs of student journalists, and professional standards sought by journalists in the field.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 475 - Case Studies in Communication Leadership**

Students use case studies to analyze and apply organizational communication and leadership theories. The student will conduct an in-depth study of an organizational communication case and develop a leadership plan.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CA 490 - Professional Learning Experience**

Students gain extensive experience off campus in a professional environment with direct supervision by employers. Students may work in any relevant communication capacity with prior approval from a Communication faculty member.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 3-6

### CA 491 - Senior Research Project

This course may not be taken before senior year. It is a capstone course in which the student designs a practical project aimed at publication in a commercial newspaper or magazine (or broadcast outlet), researches the project, completes the writing (or broadcast production), and may offer it to the appropriate editors.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### CA 493 - Leadership for Civic Engagement

Students will apply leadership and communication theory, skills, and values to identify, research, plan, carry out, and analyze the effectiveness of a service project that makes a meaningful difference in the civic life of our communities. Emphasis will be placed on the student's recognition of their membership in global and local communities and their development of framing, storytelling, organizational, and direction-giving skills.

**Prerequisite(s):** CA 233 and CA 392

**Note:** Because of the nature of the course, it is offered in the 16-week format only. **Lecture**

**Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CA 490F

### CH 101 - Chemistry in the World

This course is designed to acquaint non-science majors with the impact of chemistry on their world. This course provides a general introduction to both inorganic and organic chemistry and stresses applications of chemistry in the commercial, industrial and technological components of society.

**Note:** This course does not satisfy the requirements for a major or minor in chemistry.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### CH 102 - Contemporary Chemistry

(Taught in 8-week programs only). CH 102 will introduce the non-science major to the impact that the science of chemistry has on their world. The course provides a general introduction to the principles of the science of chemistry, in the commercial, industrial, and technological components of society.

**Note:** This course does not satisfy the requirements for a major or minor in chemistry.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### CH 105 - Introductory Chemistry

A survey of general chemistry, organic chemistry, and biochemistry. Basic principles as applied to health science will be covered. The lab will be a practical application of the principles covered in lecture.

**Corequisite(s):** MA 125 or higher.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 4 **Lab Hours:** 3 **Credits:** 5

**History:** CHE 105

### CH 107 - General Chemistry I

An introduction to chemistry by developing fundamental tools such as problem solving methods and the concept of the mole. Major topics covered will include stoichiometry, atomic and molecular structure and the states of matter.

**Corequisite(s):** MA 125 or higher and CH 107L which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CHE 107, CHE 125

### CH 107L - General Chemistry Laboratory I

Students are introduced to basic laboratory techniques. Experiments will reinforce materials covered in the lecture components of this course.

**Corequisite(s):** CH 107 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** CHE 107L

### CH 108 - General Chemistry II

A continuation of CH 107 with major topics covered including solutions, chemical kinetics, thermodynamics, equilibria, and an introduction to descriptive chemistry.

**Prerequisite(s):** 'C' or better in CH 107 or permission of instructor.

**Corequisite(s):** CH 108L which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CHE 108, CHE 126

### **CH 108L - General Chemistry Laboratory II**

A continuation of CH 107L with experiments relating to kinetics, equilibria, thermodynamics, and qualitative analysis.

**Prerequisite(s):** 'C' or better in CH 107L or permission of instructor.

**Corequisite(s):** CH 108 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** CHE 108L

### **CH 204 - Nutrition for the Health Sciences**

A review of the basic concepts of biochemistry and nutrition as it relates to digestion, absorption and metabolism of macro- and micro-nutrients throughout the life cycle. A study of nutrition as it relates to the prevention and intervention of disease states including, but not limited to, obesity, diabetes, metabolic syndrome, cardiac, liver, kidney, and gastrointestinal disorders.

**Prerequisite(s):** CH 105 and BI 211

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CH 215 - Selected Topics in Chemistry**

An in-depth examination of specific areas of chemistry.

**Repeatable for Credit** May be repeated once for credit with a change in topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **CH 300 - Chemistry Seminar**

A series of case studies of legal, economic and social problems occasioned by the advance of science and technology in contemporary society. Open to all students.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CHE 300

### **CH 301 - Chemistry and Society**

The history and nature of the science of chemistry with emphasis upon its role as a human activity and its relationship to humanity. Open to all junior and senior level students.

**Note:** This course does not satisfy the requirements for a major or minor in chemistry

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CH 317 - Organic Chemistry I**

An introduction to the chemistry of carbon based compounds. Nomenclature, structure, bonding, and reaction mechanisms.

**Prerequisite(s):** CH 108 .

**Corequisite(s):** CH 317L except in 8-week programs, which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CHE 317, CHE 111

### **CH 317L - Organic Chemistry Laboratory I**

Introduction to lab techniques in organic chemistry; extraction, purification, and chromatographic analysis. Basic qualitative analysis of functional groups and separation of compounds of different functional groups.

**Corequisite(s):** CH 317 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** CHE 317L

### **CH 318 - Organic Chemistry II**

Application of principles learned in CH 317 to members of each homologous series. Retrosynthetic analysis and introduction to bioorganic chemistry (amino acids, nuclear bases, carbohydrates, lipids).

**Prerequisite(s):** CH 317.

**Corequisite(s):** CH 318L which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** Science with lab  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CHE 318, CHE 312

### **CH 318L - Organic Chemistry Laboratory II**

Application of techniques learned in CH 317L to carry out synthesis. Modifications to and introduction of functional groups of a given substrate.

**Corequisite(s):** CH 318 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** CHE 318L

### **CH 321 - Introduction to Medicinal Chemistry**

This course covers an introductory level medicinal chemistry. The following topics will be covered; drug development process; drug approval processes; receptors; drug interaction; pharmacodynamics; pharmacokinetics, quantitative structure activity relationships. Some of the following classes of drugs will be discussed in detail - antibacterial drugs; drugs that work on the central nervous system, analgesics, etc. Case studies of current drugs going through approval process.

**Prerequisite(s):** CH 318.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CH 328 - Analytical Chemistry**

An in-depth study of classical analytical chemistry techniques. Subjects include the statistical evaluation of data, gravimetric and titrimetric methods of analysis, acid-base chemistry, complexation chemistry, and redox process.

Laboratory includes practical examples of the methods covered in lecture.

**Prerequisite(s):** CH 108 and CH 108L.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** CHE 327, CH 327

### **CH 329 - Introduction to Instrumental Analysis**

An introduction to modern instrumental chemical analysis. The course will span theory of operation, instrument design and methodology, and

applications of instrumental techniques.

Electrochemical methods including potentiometry, voltammetry, and coulometry; spectroscopic methods including infrared, UV/ VIS, and NMR; chromatographic methods including gas, liquid and thin layer; thermal methods of analysis and kinetic methods of analysis will be covered.

**Prerequisite(s):** CH 328

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **CH 337 - Biochemistry**

**Crosslisted:** BIO 337 Biochemical systems and the relation of chemical structure to biochemical function as well as the molecular basis of metabolism are discussed.

**Prerequisite(s):** CH 318 and CH 318L

**Corequisite(s):** BIO 337L which is a separate course that can be waived by permission of the instructor.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CHE 337, CHE 315

### **CH 337L - Biochemistry Laboratory**

**Crosslisted:** BIO 337L Students are introduced to basic laboratory techniques in biochemistry.

Experiments will reinforce materials covered in the co-requisite lecture.

**Corequisite(s):** BIO 337 which is a separate course that can be waived by permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 3 **Credits:** 1

**History:** CHE 337L

### **CH 342 - Advanced Inorganic Chemistry**

A study of inorganic chemistry to atomic structure, bonding models, inorganic reactions, coordination chemistry and symmetry. Laboratory portion of the course will include instruction in the modern synthetic techniques currently used in inorganic chemistry.

**Prerequisite(s):** Any of the following: CH 317, CH 318, CH 328, CH 329 and CH 337.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **CH 400 - Special Topics in Chemistry**

A seminar devoted to selected topics in modern chemistry of interest to students requiring more depth in the field. The course may involve laboratory work.

**Repeatable for Credit** May be repeated multiple times for credit with a change in topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

**History:** CHE 400

### CH 405 - Fundamentals of Physical Chemistry

A one-semester survey of physical chemistry for students not intending to pursue advanced work in chemistry. Topics include an introduction to thermodynamics, phase equilibria, chemical equilibrium, electrochemistry, kinetics, atomic structure, bonding, and molecular spectroscopy.

**Prerequisite(s):** MA 222 and PY 206 or concurrent enrollment therein.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### CH 407 - Physical Chemistry I

An introduction to modern theoretical chemistry. The primary emphasis will be in the areas of thermodynamics. The principles of thermodynamics will be applied to phase and chemical equilibria.

**Prerequisite(s):** CH 108 and PY 206 and MA 222.

**Corequisite(s):** MA 223.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** CHE 407

### CH 408 - Physical Chemistry II

A continuation of modern theoretical chemistry. Topics covered will include the chemical kinetics and quantum chemistry. Modern theories of atomic and molecular structure will be investigated.

**Prerequisite(s):** CH 407 and one of the following: MA 223, MA 302, or MA 311.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** CHE 408

### CH 429 - Advanced Analytical Chemistry

Advanced methods of chemical analysis stressing, but not limited to, the instrumental techniques. An in-depth study of the theory of electrochemical measurements, spectroscopic techniques, and chromatographic theory will be covered.

**Prerequisite(s):** CH 318, CH 329.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### CH 440 - Organic Synthesis

In-depth study of various classes of reactions on different classes of organic compounds.

Applications of those reactions in synthesis and retrosynthesis of natural products and importance of medicinal chemistry. Lab involved multistep procedures and qualitative analysis of organic compounds based on their chemical properties.

**Prerequisite(s):** CH 318.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** CH 373F, CHE 373F

### CH 451 - Internship to Chemistry

Practical work in chemistry in an industrial, academic or other professional setting. Prior to the start of work, the department must approve the internship.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** CHE 451

### CH 490 - Research in Chemistry

Open to advanced chemistry majors with permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** CHE 490

### CJ 100 - Introduction to Criminal Justice Administration

This course is an introduction to the history, nature, structure, and function of the criminal justice system in America, with comparisons to systems in other nations. Examinations of the various aspects of the administration of the justice systems, including law enforcement, courts, correctional agencies (including probation and parole), and including the increasing role of private entities in the system will be conducted.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJA 111, CJ 111

### **CJ 105 - Criminal Law**

This course is a survey of the history and nature of criminal law in the United States. Substantive Criminal Law, defenses, and criminal responsibility will be studied within the context of the criminal justice process and rules of evidence.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJA 222, CJ 222

### **CJ 200 - Criminology**

This basic course provides an examination of the nature and extent of crime and theories of crime causation, as well as the societal reaction of criminal behavior will be covered in this class.

**Liberal Education:** LE Social Science  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJA 324, CJ 324

### **CJ 205 - Juvenile Justice System**

This is an introduction to the origins, philosophy and objectives of the Juvenile justice system. Focus is on the operation, legal processes, current trends, and roles of the various actions within the juvenile justice system.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJA 225, CJ 225

### **CJ 221 - Criminal Procedure**

This basic course examines the procedures to be followed in law enforcement, the courts, and the corrections in the processing of the criminal case, from the crime to the end of punishment. The law of search and seizure and the right to counsel in each of the three segments of the criminal justice system are among the topics that will be examined.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJA 221

### **CJ 231 - Introduction to Law Enforcement**

This is an introduction to the law enforcement segment of the criminal justice system, with an examination of the history and development of law enforcement, especially in the United States. The

various job and career opportunities in law enforcement will be reviewed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 232 - Introduction to Corrections**

This basic course discusses correctional concepts from their historical background to the present. An emphasis will be placed on the multi-faceted approach to corrections in our society, including the use of alternatives to incarceration.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** CJ 231, CJ 226, CJA 336

### **CJ 233 - Introduction to Security**

This course covers the basic principles of security and loss prevention that are common and fundamental to all areas of protection of personal property from historical and modern day points of view. Topics of discussion will include: the security industry, the threat environment, risk analysis, fundamentals of physical security, safety, and accident prevention, and common security problems.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 250 - Selected Topics in Criminal Justice**

This course is a specialized introductory study of a particular subject in criminal justice that is not otherwise available in the criminal justice department. The course may be repeated for credit when topics are changed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 251 - Terrorism and Domestic Preparedness**

An introductory study of the criminal justice system's response to threats of terrorism. The course explores terrorism and its impact on the development and maintenance of organizational responses to homeland security requirements. It considers the need for coordination and cooperation among diverse agencies required for planning and implementing domestic preparedness strategies. It examines the public policy environment within the context of organizing criminal justice agency responses to terrorist threats.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 252 - Victimology**

This basic course is an introductory study of the relationship between the criminal justice system and victims. The course examines policy developments and other actions that have been developed based upon concerns over how victims are treated by the criminal justice system. Students will explore whether the criminal justice system can become more oriented toward victims and less toward the criminal.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 300 - Agency Administration**

This intermediate course examines management models, administrative techniques and patterns or organizational structure characteristic of criminal justice agencies.

**Prerequisite(s):** CJ 100 and either CJ 231, CJ 232, or CJ 233.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** CJ 444, CJA 444

### **CJ 302 - Media and Criminal Justice**

This is an intermediate level, interdisciplinary course wherein students will learn about the relationship between the media and various elements of the criminal justice system.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 311 - Criminal Investigation**

This intermediate course includes a discussion of the nature and purpose of criminal investigation, historical background, tools employed skills development, and techniques useful in the reconstruction of criminal activity.

**Prerequisite(s):** CJ 100 and CJ 105.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** CJA 333, CJ 333

### **CJ 312 - Criminalistics**

This intermediate course covers topics such as the discovery, recognition, observation, identification, and collection and comparison of physical evidence, including a review of various current techniques in the testing of physical evidence.

**Prerequisite(s):** CJ 100 and CJ 105.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** CJA 334, CJ 334

### **CJ 313 - The Law of Evidence**

This intermediate course examines the rules of evidence as they relate to the prosecution and defense of criminal cases, general provisions, judicial notice, presumptions, relevancy, privileges, witnesses, hearsay, expert testimony, authentication, and identification.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 315 - Special Topics in Criminal Justice**

This advanced course is a specialized study of a particular subject in criminal justice not otherwise available in the department. This course may be repeated for credit when topics are changed.

**Prerequisite(s):** At least junior standing.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** CJ 490

### **CJ 316 - Cybersecurity Administration**

This course will focus on the principles of cybersecurity administration with regard to how human interactions and interventions influence security protocols through actions. An examination of best practices in cybersecurity administration are explored through controlled exercises, and practical field application. The content will change to remain current.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 322 - Probation, Parole, and Community Corrections**

This intermediate course explores the use of probation and parole as alternatives or as adjuncts to confinement. The rules and functions of the parole and probation system and their supervision are discussed. Various techniques and methods for achieving the goals are considered, including community related programs.

**Prerequisite(s):** CJ 232.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CJ 323 - Corrections Management**



This intermediate course examines the principles, problems, and trends in the correctional administration and management, methods of achieving organizational change and the evaluation of correctional units.

**Prerequisite(s):** CJ 232.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJA 337, CJ 337

### **CJ 325 - PEER Program**

The PEER (Prison Experiential Education and Reflection) Program brings students inside a prison one day a week for three hours to have class with prison inmates through a three-phase approach: The first phase involves study of Criminal Lifestyle theory; the second phase involves panel presentations which debate current issues in criminal justice policy; the third involves offenders presenting their own "life histories," sharing with the class the circumstances and decisions that led to their present incarceration.

**Prerequisite(s):** Permission of instructor.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 332 - Enterprise Risk Management (ERM)**

This advanced course examines the internationally recognized Committee of Sponsoring Organizations (COSO) internal control framework, which is the worldwide accepted standard for defining internal control in enterprises today. Emphasizes internal control responsibilities, the history and scope of the COSO report, and an examination of understanding risk in today's organizations. Applies risk management principles to ensure legal compliance including the Sarbanes-Oxley Act. Explains how to implement an effective ERM program.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SE 300, SEC 300

### **CJ 333 - Security Administration**

This intermediate course examines the selection, organization and administration of contemporary security programs in business, government and industry. Emphasizes both private and government protection of assets, personnel and facilities. Focuses on best practices that security managers can put to immediate use. Provides strategic planning guidance for risk assessment and management, and the coordination of security

planning with institutional stakeholders.

**Prerequisite(s):** CJ 233.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJA 333

### **CJ 345 - Criminal Justice and the Community**

This intermediate course emphasizes the programming techniques for benefitting the agency-citizen relationship. Prominence is placed on utilizing the resources of the criminal justice agencies to engage in effective conflict resolution with citizens, develop citizen and agency awareness, community crime prevention and community relations.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 350 - Criminal Justice Management and Planning**

This intermediate course examines budgeting, personnel, and planning. This course is designed to develop a working knowledge of management planning in criminal justice.

**Prerequisite(s):** CJ 300.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJA 446, CJ 446

### **CJ 353 - Emergency Management**

A basic management course that could apply to all aspects of local and state governments, but concentrates on the law enforcement aspect. Topics include overall management techniques, coordination of rescue efforts, NIMS, and the Unified Command System. Related topics include mutual aid pacts, cooperative efforts with industry, manpower and resource management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 355 - Homeland Security**

An introductory study of the criminal justice system's response to disasters at all levels related to agencies of the Department of Homeland Security. This course introduces the student to emergency planning and management relative to a variety of human natural disasters. Students learn to identify and analyze potential disasters, to provide corrective action, and to plan, organize and implement contingency and recovery programs.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 400 - Constitutional Law in Criminal Justice**

This advanced course is an in-depth study of the U.S. Constitution as it applies to law enforcement, the courts, and corrections, including an examination of recent decisions by the U.S. Supreme Court.

**Prerequisite(s):** Junior standing.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJA 221, CJ 221

### **CJ 404 - Law School and LSAT Preparation**

This course is a requirement for Legal Studies minors. It will provide students with a means to prepare themselves for the rigors of law school. It will present students with strategies for getting into the law school of their choice. A significant amount of time will be spent on developing a personal statement that will improve their chances in the competition for scarce positions in law schools. It will also spend a good deal of time helping students to prepare for taking the Law School Admissions Test. Readings on the law school experience, presentations from those who have been to law school, significant work on a personal statement usually required for law school applications, and intense preparation for the LSAT will be the methodologies employed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 329

### **CJ 405 - Legal Analysis**

An introduction to the theory, method and actual process of legal reasoning. Particular attention is paid to identifying legal principles which underlie statutes and judicial precedents; understanding their logical basis and assessing their substantive significance; and applying them analytically and creatively in various factual contexts.

**Prerequisite(s):** EN 105, EN 106, and 60 accumulated hours.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 302

### **CJ 415 - Financial Investigations**

This intermediate course studies how current perspectives dominate in the field of financial investigations. Discussions of the concepts of law

and evidence, sources of information, accounting, methods of tracing funds, banking and financial record keeping, and interviewing as they apply to detecting and resolving financial crimes will be discussed. Primary emphasis will be placed on theoretical principles and applications of financial investigative techniques.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJ 365, CJ 410

### **CJ 420 - Forensic Science**

This advanced course is a theoretical and practical examination of techniques in the identification, examination, and comparison of physical evidence using both historical and current methods. Laboratory performance is a portion of the coursework.

**Prerequisite(s):** Senior standing.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 425 - Comparative Criminal Justice Systems**

This advanced course is an in-depth examination of criminal justice systems other than the U.S. system. The course allows students to make comparisons of these systems to the U.S. system.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 430 - Research in Criminal Justice**

This advanced course is an examination of the research methods with application most commonly utilized in criminological and criminal justice research. Development and implementation of an original data-gathering instrument is required. A research proposal summarizing and evaluating the data-gathering instruments and comparing the data to published articles is required.

**Prerequisite(s):** Senior standing.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 440 - Internship in Criminal Justice**

This advanced course provides practical application through service with a criminal justice agency. Opportunities are available in both the public and private sectors.

**Prerequisite(s):** Permission of Department Chair.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 3-6

**History:** CJA 448, CJ 448

### **CJ 441 - Senior Writing Project**

This advanced course may be taken instead of CJ 440 - Internship in Criminal Justice. It is designed for students currently employed in a criminal justice field who do not need the practical experience of an internship. Students in this course must design, implement, evaluate, analyze, and/or critique a project connected to their work environment in written format. This course may be taken online or an independent study in a face to face setting. The department chair must approve students to substitute this course for the internship.

**Prerequisite(s):** Permission of Department Chair.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CJ 450 - Senior Seminar in Criminal Justice**

This advanced course addresses current issues and trends in criminal justice with emphasis on group discussion. Each student will be required to prepare and submit a research paper.

**Prerequisite(s):** EN 105, EN 106, CJ 430 and senior standing.

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJA 450

### **CJ 460 - Senior Honors Thesis**

This advanced course allows the student to make a special investigation into a specific area. The student will have completed the major courses in his/ her program before enrolling in this course.

**Prerequisite(s):** CJ 430, senior standing and 3.2 GPA.

**Note:** The Criminal Justice department may approve substituting this course for CJ 450.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CJ 447

### **CO 111 - Introduction to Engineer Construction Technology/Design/Materials and Safety**

Introduction to the field of engineering calculations, technical reporting, presentation of data, and the fundamental steps of construction designs and safety issues. Emphasis will be on the analysis, identification, selections and specifications of the

materials of construction required to achieve the desired project quality.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 110, CO 110

### **CO 121 - Plans Analysis**

Introduction to the architectural, structural, and mechanical requirements as they relate to the construction field. Emphasis is on the blueprint interpretation, craft resources, material requirements, code compliance, and work scheduling.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 121

### **CO 215 - Construction Safety and Health**

Orientation and enforcement of the construction trades sub-parts of the Occupational Safety and Health Act. The student will develop knowledge in record- keeping requirements and the recognition, avoidance, and prevention of safety hazards within construction trades.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 215

### **CO 225 - Building Codes**

Basic principles and methods significant in contract relationships and appreciation of the legal considerations in construction work. Emphasis is placed on the National Building Code and its application to local situations.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 225

### **CO 235 - Construction Planning**

Basic construction management functions: preparation of work schedules, requests for progress payments, evaluation of alternative methods of construction, and equipment usage.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 235

### **CO 245 - Construction Estimating**

Basic cost estimating of construction projects. Topics include types of estimates, quantity take off, unit price, material and labor costs, overhead, profit contingencies, job cost data sources, and cost

indices.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CON 245

### **CO 315 - Special Topics in Construction Management**

In-depth examination of contemporary issues and developments in the field of Construction Management.

**Repeatable for Credit** May be taken twice for credit with a change of topic.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CO 360 - Project Management/Critical Path Analysis**

Study of planning and control of a schedule by network techniques including the time cost analysis of CPM scheduling for application on construction projects, project management, job shop scheduling, and related problems.

**Prerequisite(s):** CO 235. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 260, CON 360

### **CO 365 - Construction Project Management**

This course focuses on project planning, project and contract administration, claims and disputes, responsibilities, proper documentation, construction laws, labor relations, construction safety, meetings, negotiations, CPM scheduling, quality assurance, construction materials and workmanship, and project closeout.

**Prerequisite(s):** CO 111. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CO 450 - Construction Management Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Construction Management Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience.

**Prerequisite(s):** Open only to student who have completed at least three of their courses in Construction Management and have an overall 3.0 GPA.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CON 450

### **CS 130 - Developing the User Experience**

This course teaches students to design web site, mobile app and desktop software with a focus on user experience and user interface across multi-platform environments. Students will learn about human factors, intuitive design, feedback, and rules for consistency. Students will put these concepts into practice using current prototyping and designing software.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 131 - Introduction to Web Structures**

This course provides an introduction to developing responsive websites. Concepts used to develop these websites will be HTML and CSS. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s) or Corequisite(s):** CS 130

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 140 - Introduction to Computers**

This course introduces computer concepts, terminology, and applications to enable students to use computers in their environment and career. This class will feature lectures, written assignments, and demonstrations of computer concepts. The lab will concentrate on hands-on computer lab projects using the dominant Windows operating system and Office applications. Software will include Word, Excel, Access, PowerPoint, and Internet browsers. Students will be introduced to the structure and use of personal computer hardware, peripherals, comparison of popular operating systems, recent history of technology and some ethical implications. A test-out option exists for CS 140.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 176

### **CS 144 - Beginning Programming with Multimedia Projects**

This course introduces students to the fundamentals of programming and design using multimedia projects. In a "hands-on" class, students will use pseudocode design and the three programming constructs (sequence, selection, and repetition) in creating 3-D Worlds with animation. Students will learn how to combine text, graphics, audio, video, and animation in their projects.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 145 - Introduction to Mobile Application Development**

This course introduces students to programming by creating applications that run on mobile devices. The main topics of this course are computational thinking, software design, program development, and testing. Students will gain hands-on experience in creating mobile apps with multimedia components such as graphics, audio, video, and animation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 147 - Computing Principles**

This course introduces students to the central ideas of computer science, engages them in computational thinking, and investigates how computing contributes to other disciplines and how it affects society in general. (college readiness).

**Prerequisite(s):** MA 125 or departmental chair permission.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 151 - Introduction to Programming**

This course introduces students to algorithmic design and structured/modular programming. Programming concepts will be put into practice by using Java for programming projects. These basic programming concepts and constructs will be covered: variables, data types, strings, arithmetic and logical operators, branching statements, loops, and debugging. Additionally, these object-oriented programming concepts will be covered: classes, instance variables, methods, and constructors.

**Prerequisite(s):** A grade of C or better in any math course  $\geq$  MA 125, or a grade of C or better in CS 144, CS 145, or CS 147, or an ACT math score  $\geq$  23, or an SAT math score  $\geq$  570, or appropriate

score on the Park University math placement test.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 152 - Introduction to Python Programming**

This course introduces students to computer programming and algorithmic thinking. The current language is Python. Students will learn about variables, data types, input/output, control flow, sequences, and functions.

**Prerequisite(s):** Grade of C or better in any math course  $\geq$  MA 125, or grade of C or better in CS 144, CS 145, or CS 147, or ACT math score  $\geq$  23, or SAT math score  $\geq$  570, or appropriate score on the Park University math placement test.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 202 - Secure Programming**

This course explores the concepts involved in writing programs that are resistant to errors and resistant to attacks. Students put these concepts into practice with C++ and C. Because students should already know basic programming constructs from their prerequisite programming course, this course covers C++ basics quickly. Students learn about the vulnerabilities in C++/C and strategies for limiting those vulnerabilities when using strings, pointers, dynamic memory management, file I/O, and so on.

**Prerequisite(s):** CS 208 and a grade of C or better in CS 152

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 206 - Introduction to JavaScript**

This course provides an introduction to JavaScript for client-side based web sites. Concepts will be put into practice by developing solutions to client-side problems using JavaScript. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 130, CS 131, and CS 152

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 208 - Discrete Mathematics**

**Crosslisted:** MA 208 This course introduces the student to selected finite systems pertinent to the study of computer science. Course topics will include combinatorial problem solving, logic, Boolean algebra, combinatorial circuits, sets,

relations, functions, proofs, mathematical induction, recurrence relations, graphs, trees, and counting techniques.

**Prerequisite(s):** A grade of C or better in any math course  $\geq$  MA 125, or an ACT math score  $\geq$  23, or an SAT math score  $\geq$  570, or appropriate score on the Park University math placement test.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CS 209, CSC 209, CSC 208

### **CS 215 - Selected Topics in Computers**

This course provides an in-depth study into a particular area of computers.

**Prerequisite(s):** Dependent upon course topic.  
**Repeatable for Credit** CS 215 may be repeated once for credit for a different course topic.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CSC 215

### **CS 219 - Programming Fundamentals**

This course continues the development of the programming and problem solving skills introduced in CS 151. Programming concepts will be put into practice by using Java for programming projects. Students will learn about object-oriented programming and two of its key components - inheritance and polymorphism. Additionally, students will learn about these topics: arrays, graphical user interface components, event-driven programming, exception handling.

**Prerequisite(s):** A grade of C or better in any math course  $\geq$  MA 125 and a grade of C or better in CS 151.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 225 - Programming Concepts**

This course continues the development of the programming and problem solving skills introduced in CS 252. Programming concepts will be put into practice by using C++ for programming projects. Since C++ is so similar to Java and since students should already know Java from their prerequisite courses, this course will cover C++ basics (control constructs, operators, data types, functions) very quickly. More time will be spent on those features of C++ that differ from Java. For example, more time will be spent on pointers, object-oriented programming techniques, and operator overloading.

**Prerequisite(s):** A grade of C or better in CS 252

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CSC 320, CS 320

### **CS 240 - Web Programming I**

This course provides an introduction to the various languages, tools and programming techniques used for client-side programming on the World Wide Web. Concepts will be put into practice by using HTML, cascading style sheets, and JavaScript. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 152

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CS 321

### **CS 252 - Object-Oriented Programming**

This course continues the development of the programming and problem solving skills introduced in CS 152, using Java for programming projects. The course covers object-oriented programming and two of its key components, inheritance and polymorphism, along with lists, 1-D and 2-D arrays, searching and sorting, graphical user interface components, and exception handling.

**Prerequisite(s):** A grade of C or better in any math course  $\geq$  MA 125 and a grade of C or better in CS 152

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CS 219

### **CS 300 - Technology in a Global Society**

This course presents the social, political, economic, multicultural, and ethical issues surrounding the use of computers and computer technology. Course work includes class discussion, readings, collaborative projects and formal term papers on selected topics.

**Prerequisite(s):** EN 106

**Liberal Education:** LE Ethics

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** CSC 300

### **CS 305 - Introduction to Artificial Intelligence**

The student will learn the terminology and methods used in a variety of artificial- intelligence (AI) areas. These topics will be covered: history of artificial intelligence, search techniques, knowledge

representation. In addition, one or more of these topics will be covered: expert systems, uncertainty, case-based reasoning, neural networks, vision, robotics. The student may use various AI tools, Lisp, and/or Prolog for AI projects.

**Prerequisite(s):** CS 352

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 305

### **CS 314 - User Interface Design**

This course teaches students to design software with a focus on user experience and user interface across multi-platform environments. Students will learn about human factors, intuitive design, feedback, and rules for consistency. Students will put these concepts into practice by building websites using various development tools.

**Prerequisite(s):** CS 240.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 317 - Web Animation**

This course will focus on the development of web-based animations by coding. Topics include introduction to animation basics, developing animations with code, testing, debugging, and deployment. Students will put these concepts into practice by building animations for websites. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 240

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 319 - Computer Architecture**

The student will learn about the various hardware components of a computer system. Course topics include: data representation, number systems, Boolean algebra, combinational logic, sequential logic, CPU layout, registers, adders, buses, and memory devices.

**Prerequisite(s):** CS 208 and CS 152

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CS 220, CSC 220

### **CS 322 - Web Programming II**

This course continues the development of the web programming skills introduced in CS 240. While CS 240 emphasizes client-side web programming, CS 322 emphasizes server-side web programming.

Server-side concepts will be put into practice by using ASP.NET. Students will be expected to implement an application that utilizes ASP.NET AJAX. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 152 and CS 240

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 325 - Full Stack Web Development**

This course provides an introduction to JavaScript for client-side based web sites. Concepts will be put into practice by developing solutions to client-side problems using JavaScript. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 206 and IS 361

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 330 - Principles of Mobile Development**

This course focuses on the development of web-based solutions for mobile devices. Topics include hybrid mobile application development concepts, testing, debugging, and deployment. Students put these concepts into practice by building app-based solutions and non-app based solutions, with database integration. Due to the particularly dynamic nature of the web/app environment, course content will change as appropriate.

**Prerequisite(s):** CS 314

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 335 - Introduction to Cybersecurity**

This course introduces students to various security concepts, issues, and countermeasures. The topics to be examined include, but are not limited to, cryptographic techniques and applications, attack and vulnerability identification, defenses and countermeasures, security tools and techniques, and ethical and legal issues. Several of these concepts may be put into practice using laboratory exercises.

**Prerequisite(s):** CS 208 and CS 152

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CS 373

### **CS 345 - Web Development with Frameworks**

This course continues the development of creating web sites by developing framework based web sites. Framework concepts will be taught by using a variety of frameworks and server languages that are multi thread in concept. Due to the particularly dynamic nature of the Web environment, course content will change as appropriate.

**Prerequisite(s):** CS 330

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 351 - Computer Operating Systems**

This course presents the theory of operating systems and an overview of one or more operating system environments. Operating system concepts covered should include (but are not limited to): process management, memory management, I/O management, file management, and security. Theory concepts will be put into practice with exercises, some requiring college algebra skills and/or basic programming knowledge. Operating system environments may include (but are not limited to): Windows, UNIX, and Linux.

**Prerequisite(s):** CS 202 and CS 319

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 351

### **CS 352 - Data Structures**

This course introduces the student to various data structures and advanced algorithmic concepts. Students will put what they learn into practice by using C++ for programming projects. These data structures will be covered: linked lists, stacks, queues, and trees. These concepts will be covered: recursion, searching, sorting, and time-complexity analysis.

**Prerequisite(s):** CS 208 and a grade of C or better in CS 252

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 255, CS 255

### **CS 365 - Computer Networking**

This course provides an overview of computer networking concepts. Course topics include (but are not limited to): networking topologies and protocols, local and wide area networking, layering model, and logical and physical network addressing. Additionally, the course may contain various hands-on networking projects. This course includes the concepts in a course recommended by Cisco for Cisco Certified Entry Networking

Technician (CCENT) as the first area of study.

**Prerequisite(s):** Either (CS 151 or CS 152) and CS 208

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CS 365A - Computer Networking I**

This course provides an overview of computer networking concepts. Course topics include network topologies and protocols, local and wide area networking, layering model, and logical and physical network addressing. Additionally, the course contains various hands-on networking projects. This course includes the concepts in a course recommended by Cisco for Cisco Certified Network Associate (CCNA).

**Prerequisite(s):** CS 208 and CS 152

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 365, CS 365

### **CS 366 - Computer Networking Laboratory**

This course provides students opportunities to practice computer networking concepts through hands-on networking projects. Students will experiment with and evaluate various networking utilities. Course projects will reinforce the concepts learned in CS 365. Together, this course and CS365 include the concepts in a course recommended by Cisco for Cisco Certified Entry Networking Technician (CCNET) as the first area of study.

**Prerequisite(s) or Corequisite(s):** CS 152 and CS 365

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **CS 366A - Computer Networking II**

This course continues the topics presented in CS 365A . Course topics include network topologies and protocols, local and wide area networking, layering model, and logical and physical network addressing. Additionally, the course contains various hands-on networking projects. This course include the concepts in a course recommended by Cisco for Cisco Certified Network Associate (CCNA).

**Prerequisite(s):** CS 365A

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CS 366

### **CS 369 - Operating System Administration**



This course provides students with the fundamentals of system administration under various operating system environments (including for examples, Linux, Windows.) Topics may include (but not limited to): directory services, server management, file I/O configuration, and user/client administration. Theoretical concepts will be put into practice with hands-on exercises.

**Prerequisite(s):** CS 365A and IS 361.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 371 - Internetworking**

This course introduces a variety of routing, switching, and wireless concepts. Course topics include (but not limited to): static and dynamic routing, packet forwarding, switching mechanism, and wireless technologies. Additionally, the course contains various hands-on networking projects. This course includes the concepts in a course recommended by Cisco for Cisco Certified Network Associate (CCNA).

**Prerequisite(s):** CS 366A

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 372 - Advanced Networking**

This course introduces a variety of advanced networking concepts. Course topics include (but not limited to): enterprise networking, WAN, network security, and network management. Additionally, the course contains various hands-on networking projects. This course includes the concepts in a course recommended by Cisco for Cisco Certified Network Associate (CCNA).

**Prerequisite(s):** CS 371

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 375 - Secure Operation**

This course will focus on the principles, knowledge, skills, and tools about secure operations of computers, networks, and information technology systems. Topics include security concepts, cryptography, attack methods, security monitoring, incident response, handling and analysis. The course will contain various hands-on security labs. This course includes the concepts in a course recommended by Cisco for Cisco Certified Network Associate (CCNA) Cyber Ops. Due to the particularly dynamic nature of the web environment, course content will change as appropriate.

**Prerequisite(s):** CS 335 and CS 366A

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 377 - Digital Forensics**

This course will focus on principles, procedures and techniques of digital forensics. The topics to be examined include data acquisition, incident scene processing, data and file recovery, digital forensics analysis and validation, virtual machine, networks, mobile device and cloud forensics, etc. Several of these concepts may be put into practice using laboratory exercises.

**Prerequisite(s):** CS 335, CS 351 and CS 366A

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 380 - Compilers**

The student will learn the principles of compiler construction. In particular, the student will learn about lexical analysis, symbol tables, parsing, type checking, and code optimization. Some or all of these concepts will be put into practice with programming projects.

**Prerequisite(s):** CS 352

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 401 - Portfolio for Web Development**

This course is a capstone course for web development. Students will build a personal portfolio containing work from other courses and personal projects and explore emerging new web technologies. Due to the particularly dynamic nature of the Web environment, course content will change as appropriate.

**Prerequisite(s):** CS 317, CS 345, and AR 218

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **CS 415 - Special Topics in Computers**

This course serves as an in-depth study in a specific field of computer science. Course topics may include (but are not limited to): architecture, advanced networking concepts, computer graphics, modeling and simulation, programming language theory, software engineering, VLSI circuits.

**Prerequisite(s):** dependent on course topic.

**Repeatable for Credit** CS 415 may be repeated once for credit for a different course topic.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **CS 451 - Computer Science Internship**

The student arranges to work in a professional environment. The student's duties must be sufficiently complex to require the expertise of a senior level computer student. Internship duties may include (but are not limited to): developing or updating a program(s) or application(s), installing computer hardware or software, installing or administering a network, writing technical documentation. Prior to enrolling in CS 451, the student and the student's job supervisor must jointly prepare an internship proposal. The proposal must be submitted to the advisor and approved no later than four weeks prior to the enrollment deadline.

**Prerequisite(s):** Consent of the advisor, student should be entering or completing his/her senior year.

**Note:** (Parkville Daytime Campus Center Only)

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** CSC 451

### **CS 490 - Senior Project in Computers**

The student finds a computer-related field of interest and performs in-depth work in that field. The project must be sufficiently complex to require the expertise of a senior level computer student. Project topics may include (but are not limited to): developing or updating a program(s) or application(s), installing computer hardware or software, installing or administering a network, writing technical documentation, writing a research paper. Prior to enrolling in CS 490, the student must prepare a project proposal. The proposal must be submitted to the advisor and approved no later than four weeks prior to the enrollment deadline.

**Prerequisite(s):** Consent of the advisor, student should be entering or completing his/ her senior year.

**Note:** (Parkville Daytime Campus Center Only)

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** CSC 490

### **EC 141 - Principles of Macroeconomics**

A study of the contemporary American economy; the role of investment, consumption, and government on income determination; and an analysis of the foreign sector. Emphasis is on contemporary problems: unemployment, inflation, and growth.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** ECO 141

### **EC 142 - Principles of Microeconomics**

A study of the market mechanism and the organization of production and distribution activities in society. A major focus is on the determination of prices of goods and factors of production. Analysis of the firm as the main institution in the market.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** ECO 142

### **EC 300 - Intermediate Microeconomics**

An analysis of the considerations underlying economic value. Emphasis is on the pricing process under different market conditions and the evaluation of the functioning of the enterprise system.

**Prerequisite(s):** EC 142. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EC 301 - Intermediate Macroeconomics**

This course begins with a review of national income concepts including national income accounting. It analyzes fiscal and monetary policy using the ISLM model. The primary course focus is on the critical analysis of fiscal, monetary, new Keynesian, and new classical models and their success in explaining economic stability and the stimulation of economic growth.

**Prerequisite(s):** EC 141. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** ECO 301

### **EC 302 - Labor Economics**

A study of wages, working hours, conditions of work, fringe benefits. Also, an analysis of purchasing power of wages, and productivity. Attention is given to labor unions and to government attitudes toward labor.

**Prerequisite(s):** EC 142. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EC 303 - Money, Credit and Banking**

A study of commercial banking, money markets, capital markets, monetary standards, foreign exchange; also, an analysis of the Federal Reserve System (central banking system) and its impact on the control of the money supply, and a survey of financial institutions.

**Prerequisite(s):** EC 141 and EC 142. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EC 305 - Special Issues in Economics**

This course consists of the study and analysis of some major aspects of economic theory at the junior level.

**Lecture Hours: 1-3 Lab Hours: 0 Credits: 1-3**

### **EC 308 - Transition to a Market Economy**

An examination of problems of transitioning from a centrally directed, statist economic system to a system in which the market establishes what and how much the economy produces and consumes. The role of the price system and the function of profit in a market economy are discussed. Formal and informal institutional barriers to the transition will be evaluated.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EC 309 - Economic Development**

A study of the principles of growth applied to developed countries, newly industrialized countries, and developing countries. Analysis begins with a discussion of the early gains from socialist collectivization and Latin American early gains due to import substitution. The development failure that led to the collapse of the USSR and the development failures in the current non-communist countries are analyzed.

**Prerequisite(s):** EC 141 and EC 142. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EC 401 - History of Economic Thought**

This course provides an overview of the historical development of economic doctrines from ancient times to the mid 20th century. Included in the

discussion are the Greek and Roman slave society, the feudal society, mercantilism and the historical transition to socialism and capitalism.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ECO 401

### **EC 402 - Comparative Economic Systems**

A study of several economies which discusses the impact of various ideologies on economic structures. Major areas: capitalism, socialism, communism (theory and practice).

**Prerequisite(s):** EC 141 and EC 142. All prerequisites must be passed with a C or better.  
**Note:** Term paper required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ECO 402

### **EC 404 - Managerial Economics**

The course covers microeconomic analysis of specific problems faced by business firms. The course includes determining optimal solutions to firm objectives such as maximizing profit, minimizing cost, and achieving the optimal portfolio mix. The analysis is conducted with Microsoft Excel to solve problems using regression analysis.

**Prerequisite(s):** EC 141, EC 142 and MG 315. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** EC 304

### **EC 407 - International Trade and Finance**

The course entails an examination of trade theory, commercial policy and selective trade problems of global economics; an investigation of the nature of international payments, balance of payments and foreign exchange markets; a study of international monetary arrangements and their adjustment mechanisms.

**Prerequisite(s):** EC 141, EC 142 and EC 300. All prerequisites must be passed with a C or better.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** EC 307

### **EC 450 - Senior Seminar in Economics**

In this capstone course for economics majors, students will demonstrate mastery of economic

concepts by successfully completing comprehensive written exams in micro- and macroeconomics. Analytical ability as well as communication skills will be assessed through student completion of an original research project requiring statistical analysis of an economics topic. Research findings will be presented to faculty and other invited participants.

**Prerequisite(s):** EC 300, EC 301, MG 306, MG 315 and at least two of the following: EC 302, EC 303 or EC 407. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EC 452 - Economics Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Economics Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. Once credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Economics and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours: 3-6 Lab Hours: 0 Credits: 3-6**

### **EC 490 - Special Topics in Economics**

This course consists of the study and analysis of some major aspect(s) of economic theory at the senior level.

**Lecture Hours: 1-3 Lab Hours: 0 Credits: 1-3**

### **EDC 220 - Child Growth and Development for Early Childhood and Elementary Teachers**

A study of the growth and development of children, birth through adolescence. Emphasis will be placed on theoretical ideas, contemporary multicultural dimensions of development and child-rearing, and their implications for teachers. Students will spend a total of 15 hours contact hours (5 hours per age group) in each of the following early childhood settings: Infant or toddler, pre-primary, and early

elementary (K-3).

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** ED 220

### **EDC 221 - Child Growth and Development-Field Experience for Transfer students**

This course is designed for students transferring a child development course that did not include observation. A course designed for student observation and reflection for a total of five (5) hours in each of the following early childhood settings: Infant or Toddler, Pre-primary, and Early Elementary (K-3).

**Prerequisite(s):** Transfer course equivalent to EDC 220 without field Experience.

**Lecture Hours: 0 Lab Hours: 2 Credits: 1**

### **EDC 222 - Early Childhood Principles**

This course is an introduction to early childhood principles and their implications for teaching. Students will be familiar with the philosophical framework of developmentally appropriate practices as a basis for making professional decisions. Students will observe, outside of class time, in each of the following early childhood settings: Infant or Toddler, Pre-Primary, and Early Elementary (K-3). Students will spend a total of 15 hours contact hours (5 hours per age group) in each of the following early childhood settings: Infant or toddler, preprimary, and early elementary (K-3).

**Prerequisite(s):** EDC 220 or equivalent child development course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ED 222

### **EDC 223 - Early Childhood Principles-Field Experience for Transfer students**

This course is designed for students transferring an early childhood principles course that did not include observation. A course designed for student observation and reflection for a total of five (5) hours in each of the following early childhood settings: Infant or Toddler, Pre- primary, and Early Elementary (K-3).

**Prerequisite(s):** Transfer course equivalent to EDC 222 without field Experience and EDC 220.

**Lecture Hours: 0 Lab Hours: 2 Credits: 1**

### **EDC 325 - Education of Exceptional Children**

A course designed to study the varied educational, developmental, and behavioral characteristics of children with special intellectual, physical, emotional, or social needs. This course includes completion of out-of-class experiences such as visits to inclusion classrooms in area schools, classroom or agency visits for children with exceptionalities or interviews with families.

**Prerequisite(s):** EDC 220

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 337 - Development and Learning Through Play**

The course emphasizes understanding theoretical and empirical perspectives that connect play to young children's learning and development. Furthermore, the course accentuates designing play-based curriculum and assessment for diverse learners focusing heavily on art, music and creative drama.

**Prerequisite(s):** EDC 220 and EDC 222

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 341 - Professionalism and Program Management in Early Childhood Education**

A course examining professionalism in early childhood education (including involvement in the field of early education, upholding ethical standards and professional guidelines, engaging in critical perspective engaging in advocacy) and issues of management in early childhood programs (including supervision and collaborative learning; planning environments, curriculum and evaluation procedures; health, safety, nutrition; guidance and classroom management; professional decision-making; and working with families and community). Students will visit and participate in a variety of different programs serving children from birth through third grade.

**Prerequisite(s):** EDC 220 and EDC 222

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 344 - Program Planning and Evaluation in Early Childhood Programs**

This course examines the systematic and ongoing evaluation of various components of an early childhood program, and the use of that information to determine the vision and goals for the program, and allocation of resources to meet those goals. The process of change and the role of leadership will be explored. This course is designed for candidates declaring the "leadership area of concentration". It is recommended that this course be taken after practicum when possible.

**Prerequisite(s):** 12 hours of Early Childhood coursework and EDC 341

**Corequisite(s):** EDC 345 and EDC 346

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 2

**History:** EDC 367

### **EDC 345 - Financial Aspects of Early Childhood Programs**

The course will examine the financial aspects of early childhood programs related to establishing and operating early education centers and family child care homes. Issues of quality, compensation and affordability will be addressed. Steps in planning a budget based on the program's vision, mission and goals and a regular analysis of the budget as a planning tool will be emphasized. Financial records necessary to provide evidence of a sound fiscal management system will be addressed. Fiscal policies and procedures and insurance needed to protect program integrity and assets will be analyzed. Effective marketing, public relations, and community outreach strategies will be explored. This course is designed for candidates declaring the "leadership area of concentration". It is recommended that the course is taken after practicum when possible.

**Prerequisite(s):** 12 hours of Early Childhood coursework and EDC 341

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 2

**History:** EDC 365

### **EDC 346 - Human Resources in Early Childhood Programs**

A course designed to examine aspects of supervising and supporting personnel in early care and education settings. Policies and legalities of recruiting, screening and hiring will be addressed. This course is designed for candidates declaring the "leadership area of concentration". It is recommended that the course is taken after practicum when possible.

**Prerequisite(s):** 12 hours of Early Childhood

coursework and EDC 341

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 2

**History:** EDC 366

### **EDC 348 - Family Involvement in Early Childhood Education**

A course designed to provide students with the knowledge and skills necessary to promote and support family involvement in early childhood settings (including Infant/Toddler, Pre-primary, and early elementary K-3). Emphasis will be placed on learning to work effectively with families and other adults from a variety of cultural/linguistic and socio-economic backgrounds.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EDC 357

### **EDC 351 - Teaching Development of Language and Literacy in Early Childhood**

A study of language and literacy development in young children. Emphasis will be placed on the roles of teachers and families in facilitating reading, writing, speaking and listening in young children from birth through age 8. Students will implement activities with children in each of the following age spans: Infants or Toddlers (Community-based or Home-based program), Pre-primary (Head Start or Head Start like program), and Early Elementary (K-3, Public or Private school). Implementation of activities in each age group can take up to five hours.

**Prerequisite(s):** Admission to the School of Education, EDC 220 and EDC 222

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EDC 340

### **EDC 354 - Observation, Assessment & Screening in Early Childhood Education**

A course exploring appropriate assessment procedures for evaluating, monitoring, reporting, and planning experiences to support and extend the development and learning of young children. Students will practice the skills of observation and assessment.

**Prerequisite(s):** Admission to the School of Education

**Corequisite(s):** Concurrent enrollment in: EDC 363, EDC 355, and EDC 373.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 355 - Social and Emotional Learning in Early Childhood**

This course will examine the theories that support the problem solving approach to guiding young children's behavior in the early childhood classroom. The adult role in developing relationships of mutual trust and respect and helping young children see themselves as a member of a learning community will be emphasized. Developmentally appropriate strategies, including preventive strategies, will be explored. Students will observe and analyze guidance and classroom management practices in different early childhood settings.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDC 354, EDC 363 and EDC 373.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 362 - Infants and Toddlers**

Students will plan, implement and evaluate developmentally appropriate materials, activities and strategies for children, birth through age two.

**Prerequisite(s):** Admission to the School of Education

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EDC 359A

### **EDC 363 - Integrating the Curriculum: Pre-primary**

A course designed for students to plan, implement and evaluate developmentally appropriate materials, activities and strategies in a Pre-primary setting. ECE Certification and ECE Teaching Young Children students must be concurrently enrolled in EDC 372 Infant and Toddler Practicum for ECE Certification or Teaching Young Children.

**Prerequisite(s):** Admission to the School for Education.

**Corequisite(s):** Concurrent enrollment in EDC 354, EDC 355 and EDC 373.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDC 364 - Integrating the Curriculum: K-3**

A course designed for students to plan, implement and evaluate developmentally appropriate materials, activities and strategies in a primary

setting, grades K-3. ECE Certification students must be concurrently enrolled in EDC 374 - K-3 Practicum for ECE Certification.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDC 374.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EDC 359C

### **EDC 372 - Infant and Toddler Practicum**

Supervised field experience in an infant/ toddler setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, birth through age 2, and their families. The student is required to be in the infant/toddler setting. Candidates enrolled for 1 credit hour will spend the equivalent one day per week in the classroom during weeks 2-7. Candidates enrolled for 2 credit hours will spend the equivalent of two full days per week in the classroom during weeks 2-7. The practicum is scheduled through the Early Childhood Program. The student must earn at least a "B" in the practicum to continue in the program.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment: EDC 362

**Lecture Hours: 1-2 Lab Hours: 0 Credits: 1-2**

**History:** EDC 360A

### **EDC 373 - Pre-primary Practicum**

A supervised field experience in Pre-primary setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, 3-5 years of age and their families.

The student is required to be in the Pre-primary setting for a minimum of 12 weeks. Candidates will spend a minimum of a half day per week in the setting when enrolled in 1 credit hour. Candidates will spend the equivalent of 1 full day per week in the setting when enrolled in 2 credit hours. The candidate must earn at least a "B" in the practicum to continue in the program.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent Enrollment in EDC 354, EDC 355, and EDC 363.

**Lecture Hours: 1-2 Lab Hours: 0 Credits: 1-2**

**History:** EDC 360B

### **EDC 374 - K-3 Practicum**

A supervised field experience in an early primary setting that supports the integration of teacher knowledge, skills, and dispositions necessary for working with young children, (K-grade 3), and their families. The candidate is required to be in the early primary setting a minimum of 1 day per week for 12 weeks. The student must earn at least a "B" in the practicum to continue in the program.

**Prerequisite(s):** Admission to the School for Education.

**Corequisite(s):** Concurrent enrollment in EDC 364.

**Note:** Student must pass appropriate Missouri Content Assessment before enrolling in EDC 410 Field Experience III. **Lecture Hours: 0 Lab**

**Hours: 2 Credits: 1**

**History:** EDC 360C

### **EDC 410 - Field Experience III**

This course is composed of a directed teaching and seminar experience. Seminar is designed to provide personal and professional support during a teacher candidate's directed teaching experience. Seminar begins with intensive training followed by weekly meetings throughout the semester. Teacher candidates are placed in one school setting under the supervision of a cooperating teacher and university supervisor, assuming the role and responsibilities of a lead teacher in-and-out of the classroom.

**Prerequisite(s):** EDC 354, EDC 355, EDC 362, EDC 363, EDC 364, EDC 372, EDC 373, EDC 374, and admission to the School of Education and criteria met for directed teaching. Student must pass appropriate Missouri Content Assessment before enrolling in Directed Teaching with Seminar.

**Lecture Hours: 2 Lab Hours: 10 Credits: 12**

### **EDC 415 - Internship to Early Childhood Education and Leadership**

Candidates, who are in catalogs dating 2009- 2015, will enroll in EDC415 for 10 credit hours.

Candidates will plan a 10-week fulltime field experience with their education advisor (candidates will spend no less than 400 hours working directly at an internship site). Candidates, who are in catalogs 2016 and later, will enroll in EDC415 for 6 credit hours. Candidates will plan a 16-week, (minimum of 15 hours each week), field experience

with their education advisor (candidates will spend a minimum of 240 hours working directly at an internship site). Both internships include a seminar designed to examine the role of leadership in early childhood education. Degree portfolio will be completed in this course.

**Prerequisite(s):** EDC 354, EDC 355, EDC 362, EDC 363, EDC 372, EDC 373, and courses related to the area of concentration in Leadership, admission to the School of Education and criteria met for requesting internship.

**Corequisite(s):** Concurrent enrollment in EDC 425

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 6-10

### **EDC 420 - Internship in Early Childhood Teaching Young Children**

Internship in Teaching Young Children is an internship experience in one or two different early childhood settings (Infant or Toddler and Preprimary). Candidates, who are in catalogs dating 2009-2015, will enroll in EDC420 for 10 credit hours. Candidates will spend no less than 400 contact hours at the internship site. Candidates, who are in catalogs 2016 and later, will enroll in EDC420 for 6 credit hours. Candidates will plan a 16-week, (minimum of 15 hours each week), field experience with their education advisor, (candidates will spend a minimum of 240 hours working directly at an internship site). The internship can occur as a form of mentorship only if: 1) The candidate is currently teaching full-time; 2) The site is pre-approved (accredited) AND 3) The candidate can provide evidence that a mentor will be provided by the school to meet with the candidate each day that the candidate is participating in the internship experience. Interactions with children and families from a variety of backgrounds will be an internal part of the experience. Degree portfolio will be completed in this course.

**Prerequisite(s):** EDC 354, EDC 355, EDC 362, EDC 363, EDC 372, EDC 373, and concurrent enrollment in EDC 425. Admission to the School of Education and criteria met for requesting internship.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 6-10

### **EDC 425 - Seminar for Internship in Early Childhood Teaching Young Children and Early Childhood Education and Leadership**

The seminar is a capstone course. The purpose of the seminar is to allow exploration of issues and experiences in Early Education in a reflective way, to enhance the leadership/ teaching experience, and to articulate a philosophy of early childhood education as a basis for making professional decisions. An in-depth project and degree portfolio will be completed in this course.

**Prerequisite(s):** EDC 354, EDC 355, EDC 362, EDC 363, EDC 372, EDC 373, admission to the School of Education and criteria met for requesting internship.

**Corequisite(s):** Concurrent Enrollment: EDC 415 or EDC 420.

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 2

### **EDE 225 - Children's Health, Movement and Nutrition**

This course recognizes that children, birth through grade 6, must be in a state of wellness in order to learn and reach their full potential; influential factors will be examined, including health, nutrition, and movement practices at home and school. Related topics include the importance of collaborating with families and sensitivity to cultural practices, special needs of children, as well as the teacher's role as a mandated reporter.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EDE 332 - Integrating Arts in Learning Activities**

This course investigates standards and instructional strategies for pre-primary through grade 6 visual arts, music, and drama inclusive of explorative methods in arts integration, the role of the arts in a child's education and development, and how the arts facilitate diversity education. Also included is an exploration of Gardner's Multiple Intelligences theory and an emphasis on artistic and critical perception, critical analysis and reasoning, and aesthetic awareness.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EDE 335

### **EDE 340 - Language and Literacy Development**

This course provides foundational knowledge, theory, and current research about children's oral and written language and literacy acquisition and development from birth through



adolescence. Linguistic elements and systems of the English language will be examined, including phonology, grapheme-phoneme correspondence patterns, morphology, syntax, semantics, and pragmatics. Application of this foundational knowledge to developmentally-appropriate language and literacy instruction in grades pre-primary through grade 6 will be stressed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 342 - Mathematics Learning in Elementary Grades**

This course will examine best practices for planning and delivering mathematics instruction pre-primary through grade 6. Mathematics topics will focus on number sense, operations, algebraic thinking, measurement, geometry, data analysis, probability and diagnosing math misconceptions and errors through error analysis. Teacher candidates will be engaged in hands-on activities, problem solving, authentic tasks, and active learning activities that exemplify cultural considerations and family involvement.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 343 - Curriculum Integration & Strategy Instruction in Social Science & Science**

This course provides teacher candidates with strong and effective instructional strategies and techniques by using an integrated curricular approach in the areas of science and social studies. The course work is hands-on, inquiry based and STEAM (science, technology, engineering, arts and design, and mathematics) rich. Park University is a partner with Project Lead the Way (PLTW) and students who successfully complete this class, will be PLTW credentialed and certified.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 352 - Building an Effective, Equitable Learning Environment for Elementary Grades**

Theory and skills necessary to implement instructional and classroom management strategies are presented through lecture, discussion and classroom observations. Students will explore the theoretical foundations, knowledge, skills and dispositions necessary to create supportive teacher-student relationships and to implement

developmentally appropriate instruction, guidance, and classroom management strategies. The course includes guidance procedures for integrating children with and without disabilities. Students will observe and analyze instruction, guidance, and management practices in a variety of appropriate elementary school settings.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 360A - Field Experience I**

This field experience in an elementary classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques.

**Prerequisite(s):** Admission to the School of Education or permission of the program.

**Corequisite(s):** Concurrent enrollment in EDU 375.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDE 360B - Field Experience II**

This field experience in an elementary classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDU 384

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDE 363 - Literacy Learning in the Elementary Grades**

This course develops elementary teacher candidates' knowledge and skills in effectively planning, implementing, and assessing English Language Arts/Literacy instruction in grades K-6. Course content will include teaching and learning strategies that support the development of early grade children's oral, written, visual, technological, and higher-order literacy competencies in English/Language Arts and across elementary school content areas.

**Prerequisite(s):** EDE 340 and Admission to the

School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 383 - Mathematics Methods and Differentiated Learning in Elementary Grades**

This course provides an examination and application of effective assessment/diagnostic and instructional techniques for pre-primary through grade 6, including remedial strategies, for the teaching of mathematics. Opportunities will be provided to apply knowledge of the assessment/diagnostic methods and prescriptive teaching strategies with students in the area of mathematics during a field experience in an elementary school setting.

**Prerequisite(s):** EDE 342, MA 120 or MA 135 plus one additional math course or permission of the program, and Admission to the School of Education.

**Corequisite(s):** To be taken concurrently with Field Experience II.

**Note: Student must pass appropriate Missouri Content Assessment before enrolling in Directed Teaching with Seminar. Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDE 410 - Field Experience III**

This course is composed of a directed teaching and seminar experience. Seminar is designed to provide personal and professional support during a teacher candidate's directed teaching experience. Seminar begins with intensive training focused on co-teaching strategies and the MEES evaluation tool followed by weekly meetings throughout the semester. Teacher candidates are placed in an elementary school setting under the supervision of a cooperating teacher and university supervisor, assuming the role and responsibilities of lead teacher in-and-out of the classroom.

**Prerequisite(s):** EDE 360A and EDE 360B with at least a grade of "B".

**Lecture Hours: 2 Lab Hours: 10 Credits: 12**

### **EDM 352 - Building an Effective, Equitable Learning Environment**

This course provides the theory and skills necessary to implement instructional and classroom management strategies as presented through

lecture, discussion and classroom observations. Students will explore the theoretical foundations, knowledge, skills and dispositions necessary to create supportive teacher-student relationships and to implement developmentally appropriate instruction, guidance, and classroom management strategies. The course includes guidance procedures for integrating children with and without disabilities. Students will observe and analyze instruction, guidance, and management practices in a variety of appropriate middle school settings. Additionally, this course provides an overview for the emotional growth for all students while incorporating the philosophy and organization needed in a middle school setting.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDM 358 - Reading and Writing in the Content Areas**

**Crosslisted:** EDS 358 This course provides middle school and secondary teacher candidates with theory-based strategies to develop middle school and high school learners' engagement with literacy, with a focus on building literacy competencies in both discipline-specific and interdisciplinary contexts. Course activities will include critical examination, modeling, and practice with theory-based teaching and learning strategies that will scaffold the development of middle school and secondary school learners' oral, written, visual, technological, and higher-order literacy competencies.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EDM 380

### **EDM 360A - Field Experience I**

This field experience in a middle school classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques.

**Prerequisite(s):** Admissions to the School of Education

**Corequisite(s):** Concurrent enrollment in EDU 375.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDM 360B - Field Experience II**

This field experience in a middle school classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDU 384.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDM 395 - Methodology in Content Area**

The purpose of this course is for teacher candidates to identify and practice content literacy, instructional methods and assessment strategies in the area of certification.

A. English, B. Social Science, C. Science, D. Mathematics

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EDM 397

### **EDM 410 - Field Experience III**

This course is composed of a directed teaching and seminar experience. Seminar is designed to provide personal and professional support during a teacher candidate's directed teaching experience. Seminar begins with intensive training focused on co-teaching strategies and the MEES evaluation tool followed by weekly meetings throughout the semester. Teacher candidates are placed in a middle school setting under the supervision of a cooperating teacher and university supervisor, assuming the role and responsibilities of lead teacher in-and-out of the classroom.

**Prerequisite(s):** EDM 360A and EDM 360B with at least a grade of "B".

**Note:** Student must pass appropriate Missouri Content Assessment exams in an area of certification before enrolling in Directed Teaching with Seminar. **Lecture Hours: 2 Lab Hours: 10 Credits: 12**

### **EDS 352 - Building an Effective, Equitable Learning Environment for Secondary Grades**

Theory and skills necessary to implement instructional and classroom management strategies are presented through lecture, discussion and classroom observations. Students will explore the theoretical foundations, knowledge, skills and dispositions necessary to create supportive teacher-student relationships and to implement developmentally appropriate instruction, guidance, and classroom management strategies. The course includes guidance procedures for integrating children with and without disabilities. Students will observe and analyze instruction, guidance, and management practices in a variety of appropriate secondary school settings.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDS 358 - Reading and Writing in the Content Areas**

**Crosslisted:** EDM 358 This course provides middle school and secondary teacher candidates with theory-based strategies to develop middle school and high school learners' engagement with literacy, with a focus on building literacy competencies in both discipline-specific and interdisciplinary contexts. Course activities will include critical examination, modeling, and practice with theory-based reaching and learning strategies that will scaffold the development of middle school and secondary school learners' oral, written, visual, technological, and higher-order literacy competencies.

**Prerequisite(s):** Admission to the School of Education.

**Note:** Recommend simultaneous enrollment with Field Experience I. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDS 360A - Field Experience I**

This field experience in a secondary school classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques.

**Prerequisite(s):** Admissions to the School of Education and concurrent enrollment in EDU 375.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDS 360B - Field Experience II**

This field experience in a secondary school classroom supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDU 384.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDS 395 - Methodology in Teaching Content Area in The Secondary Classroom**

The purpose of this course is for teacher candidates to identify and practice content literacy, instructional methods and assessment strategies in the area of certification.

A. English

B. Social Science

C. Science

D. Mathematics

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EDS 397

### **EDS 410 - Field Experience III**

This course is composed of a directed teaching and seminar experience. Seminar is designed to provide personal and professional support during a teacher candidate's directed teaching experience. Seminar begins with intensive training focused on co-teaching strategies and the MEES evaluation tool followed by weekly meetings throughout the semester. Teacher candidates are placed in a high school setting under the supervision of a cooperating teacher and university supervisor, assuming the role and responsibilities of lead teacher in-and-out of the classroom.

**Prerequisite(s):** EDS 360A and EDS 360B with at least a grade of "B".

**Note: Student must pass appropriate Missouri Content Assessment before enrolling in Directed Teaching with Seminar. Lecture Hours: 2 Lab Hours: 10 Credits: 12**

### **EDU 110 - Geometry for Teachers**

**Crosslisted:** MA 110 A consideration of selected topics from basic Euclidean geometry with emphasis on proper terminology and unification of concepts. Techniques available for teaching the basics are discussed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 203 - Educational Psychology**

This course surveys theories in psychology associated with the emotional, social, moral, and cognitive development of K-12 students. Specific attention is given to application of theory to the teaching and learning process of diverse student populations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 207 - Technology in Education**

This course provides an introduction to how technology can support pedagogy, including inquiry-based learning collaboration, and the design of high-quality lessons for a community of learners. Various forms of technology operations and technological resources will be introduced as tools to enhance the teaching and learning process.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 210 - The School as a Social System**

This course provides a broad overview of the development of U.S. educational systems with an emphasis on the legal and ethical foundations that govern the profession of teaching. Complex sociological influence; local, state, and federal policies; and the ever-evolving roles of educator's legal and ethical rights, and professional responsibilities are also examined.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 220 - Development and Learning, Birth through Adolescence**

This course reviews the study of human development from conception through adolescence with a focus on physical, cognitive, social, and emotional domains of development and the interaction among these areas of development. Application of knowledge of development to teaching and learning will be emphasized as well as ways in which development is impacted by cultural and contextual factors within the family and

community.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 300 - Writing in Education**

This course is the departmental equivalent for the third course in the required writing sequence at Park University. This course emphasizes professional writing skills and expectations for those preparing to teach. Emphasis will be placed on language arts competencies that focus on the four most important types of writing teachers will use; reflection, analysis, persuasion and procedure. A grade of "C" or higher is required.

**Prerequisite(s):** EN 105 and EN 106 with at least a "C"

**Liberal Education:** Professional Writing

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 310 - Issues in Diversity and World Cultures**

This course deals with issues of equity and justice in education including gender, race, religion, class, age, sexual orientation, and issues faced by learners who are culturally and linguistically diverse. Teacher candidates will be exposed to educational situations that challenge stereotypes of society. They are expected to engage in deep reflection and critical analysis of culturally-responsive teaching and the impact of diversity in the school setting.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 315 - Children and Young Adult Literature**

This course will survey traditional and modern literature for children and young adults. Quality literature will be emphasized and multiculturalism highlighted. Candidates will determine criteria for selecting and evaluating this literature and develop techniques/resources to incorporate it in their teaching. Candidates will learn how to conceptually organize the literature for teaching reading in various content areas.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EDE 311

### **EDU 336 - Foundations of Special Education**

The course serves as an introduction to the special education profession including an examination of the historical, philosophical, and legal foundations of special education, components necessary for effective collaboration and consultation with parents, school personnel and other professionals in person-centered planning, related multicultural values, ethical and legal issues, the characteristics of students with exceptional learning needs exceptionalities, and the process and procedures for providing special education services to meet the educational, social, and personal goals for student with disabilities exceptionalities as defined in their Individual Education Programs, Behavior Intervention Plans, and/or Individual Transition Plans. The recommended practices of the Council for Exceptional Children will serve as the foundation for understanding the roles, knowledge and competencies of the special educator.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 345 - Teaching Linguistically and Culturally Diverse Learners**

In this course, teacher candidates will learn principles of second language acquisition and characteristics of dialects to promote content-area learning and academic-language development for English language learners (ELL) and students who are culturally diverse in grade K-12 classrooms. Particular attention will be given to methods and strategies for planning, implementing and assessing effective instruction for ELL and students who are culturally diverse.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 347 - Family, School and Community Collaboration**

This course is designed to support student development of communication, collaboration and consultation skills and strategies with diverse communities. Students will learn to create and maintain effective partnerships with families, professionals and community stakeholders including linking families with community relationships.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 351 - Strategies for Higher-Order Learning**

This course will examine effective instructional strategies to promote higher-order thinking skills within unit and lesson design and formative and summative assessment, with an emphasis on developing knowledge of the Missouri Learning Standards.

**Prerequisite(s):** Admission to the School of Education.

**Note:** Recommended simultaneous enrollment with Field Experience I. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 355 - Banishing Bullying Behavior**

This course is intended to provide an overview of "student" bullying as well as provide links to numerous resources for teachers and parents. Topics include, but are not limited to: forms of bullying, intervention strategies, and impacts on the teaching and learning process. Education students may enroll in this course prior to formal admission into the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 356 - Assessment in Special Education**

This course examines how assessment is used to make specific legal and instructional decisions about students with exceptionalities during each of the assessment steps in the special education process, including screening, referral, determining eligibility, program planning (Individual Education Programs, Behavior Interventions Plans, and/or Individual Transition Plans), program monitoring, and program evaluation. Candidates will critique the appropriate uses and limitations of various types of informal and formal assessments of behavior, learning, achievement, and environment to individualize learning experiences that support the growth and development of students with exceptionalities.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 360A - Field Experience I**

This field experience supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques in an Art or Spanish

classroom.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDU 375.

**Note:** Recommend simultaneous enrollment with EDS 358, EDU 351 and EDU 362. **Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDU 360B - Field Experience II**

This field experience supports the integration of teacher knowledge, skills, and dispositions in observation and application of classroom management, professional practices, and instructional techniques in an Art or Spanish classroom.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 0 Lab Hours: 2 Credits: 2**

### **EDU 360C - Field Experience SPED I**

This course is designed to provide Park University students with authentic experiences with exceptional students and special education teachers in the schools. The Park University students will have the opportunity to participate as instructors with individual and/or small groups of exceptional youths.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** Concurrent enrollment in EDU 375 and EDE360C.

**Lecture Hours: 0 Lab Hours: 1 Credits: 1**

### **EDU 360D - Field Experience SPED II**

This course is designed to provide Park University students with authentic experiences with exceptional students and special education teachers in the schools. The Park University students will have the opportunity to participate as instructors with individual and/or small groups of exceptional youths.

**Prerequisite(s):** Admission to the School of Education.

**Corequisite(s):** EDU 360B

**Lecture Hours: 0 Lab Hours: 1 Credits: 1**

### **EDU 362 - Observation, Assessment and Data-based Decision Making**

This course provides an overview of formative and summative assessment methods that can be used across content areas to gather, analyze, and interpret data to improve instruction and maximize student learning.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 366 - Methods of Teaching Students with Cross-Categorical Disabilities**

This is a methods course designed to develop and enhance the students' knowledge and skills of curricular and instructional methodologies used in the teaching of children and youth with mild/moderate cross-categorical disabilities who are typically served in resource rooms and in inclusive classroom settings. The application of classroom practices, teaching strategies, affective interactions, and instructional accommodations/modifications will be included.

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 375 - Exceptional Children & Differentiated Learning**

This course is an introduction to pedagogical, curricular, and social considerations involved in educating diverse learners in the general education classroom. Throughout the course, we analyze characteristics of individuals whose cognitive, physical, or emotional development differs from typical individuals. We will explore individuals with exceptionalities, the special education process, individualized education plans, and curriculum differentiation.

**Prerequisite(s):** Admitted to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 384 - Meeting Literacy Needs of All Learners**

This course prepares teacher candidates to individualize instructional practices for elementary, middle and high school students with reading deficits.

**Prerequisite(s):** Admission to the School of

Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 388 - Methodology in Content Area**

The purpose of this course is for teacher candidates to identify and practice content literacy, instructional methods and assessment strategies in the area of certification.

A. Art, B. Spanish

**Prerequisite(s):** Admission to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EDU 400 - Independent Reading in Education**

A course designed to meet individual interest areas in the field of education.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **EDU 410 - Field Experience III**

This course is composed of a directed teaching and seminar experience. Seminar is designed to provide personal and professional support during a teacher candidate's directed teaching experience. Seminar begins with intensive training focused on co-teaching strategies and the MEES evaluation tool followed by weekly meetings throughout the semester. Teacher candidates are placed in a K - 12 school setting under the supervision of a cooperating teacher and university supervisor, assuming the role and responsibilities of lead teacher in-and-out of the classroom.

**Prerequisite(s):** For K-12 Art or Spanish EDU 360A with at least a grade of "B." For K-12 Mild/Moderate Cross-Categorical Disabilities EDE 360A, EDE 360B, EDU 360C with at least a grade of a "B."

**Lecture Hours: 21 Lab Hours: 21 Credits: 14**

### **EDU 457 - Language Development of the Exceptional Child**

This course examines theoretical positions, assessment techniques, and planning and teaching procedures relevant to preparing students with disabilities. Emphasis is placed on exploring the impact of disabilities and second language acquisition on language development and the interdependence of speaking, listening, reading and writing. The course includes an examination of the

characteristics and etiology of children and youth with language disabilities, the language characteristics associated with various types of disabilities, formal and informal evaluation procedures, and intervention strategies appropriate for those with language delays, impairments and deficits.

**Prerequisite(s):** Admitted to the School of Education.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EG 101 - Introduction to Engineering Management**

The introduction to the responsibilities and requirements for engineer administration. The management of technical activities, with emphasis on planning and organizing; requirements for managing projects, team building, techniques of control, data requirements and analysis, communication, time management, and project analysis.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EGN 101

### **EG 360 - Environmental Impact in Engineering**

Course includes legal and administrative activities leading toward improved environmental management and responsibility of engineers. National Environmental Policy Act and court decision implications, and preparation and processing of environmental impact statements.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EGN 360

### **EG 390 - Engineer Administration Decision-Making Models**

Development of the formal problem solving process. Identification of the types of decisions made by engineer administrators. Development of techniques for lay-out and organization of the engineer project using milestone scheduling, Gantt chart, and CPM to determine resource requirements, equipment scheduling, and time estimates. Forecasting what is needed, where and when, and alternatives.

**Prerequisite(s):** CO 360, EC 142 or consent of the instructor. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EGN 390

### **EG 470 - Engineer Administration Economics**

Techniques for capital investment decision making, time-value of money, the evaluation of investment alternatives, depreciation cost, materials and equipment accounting information systems.

**Prerequisite(s):** EC 142. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EGN 470

### **EG 491 - Senior Seminar in Engineering Administration**

Advanced case study of engineering management of engineering projects with emphasis on a construction project and the associated construction management. Includes the engineering administration and management responsibilities from project inception to completion. A capstone course bringing together previous course work into the analysis, research, data collection and presentation for the case study.

**Prerequisite(s):** Completion of construction/engineering core courses.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EGN 490, EG 490

### **EN 105 - First Year Writing Seminar I: Critical Reading, Writing and Thinking Across Contexts**

An introduction to the recursive processes of writing, the course will emphasize discovery and writing-as-thinking. Students will engage various personal and academic genres, with attention to analyzing the audience and purpose for different writing situations. Course readings expose students to a variety of genres and topics from a range of cultural contexts to promote critical thinking and dialogue. Peer response, reflection and revision are emphasized through a summative course portfolio.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ENG 101, EN 101

### **EN 106 - First Year Writing Seminar II: Academic Research and Writing**



The course provides sustained experience with the research and writing tasks common in the academy. Students will explore various academic genres, with particular focus on learning to undertake academic inquiry; engage in close reading; incorporate research into their writing; and document sources. Peer response, reflection and revision are emphasized through a summative course portfolio.

**Prerequisite(s):** EN 105 or equivalent

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ENG 102, EN 102

### **EN 115 - Writing Studio I**

The course enhances student engagement in reading, writing, and thinking across contexts, in close support of students' work in concurrent sections of EN 105. Class time will provide students with additional time and experience in small- group workshops, individual conferencing, open writing time, and inquiry into writing conventions.

**Corequisite(s):** Taken only in conjunction with EN 105.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **EN 116 - Writing Studio II**

The course provides students additional time and experience with academic reading and writing, in close support of students' work in concurrent sections of EN 106. Topics will include strategies for conducting library research, effective use of sources, knowledge of academic writing genres and conventions, and approaches to revisions.

**Corequisite(s):** Taken only in conjunction with EN 106.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **EN 201 - Introduction to Literature**

Introduction to concepts and vocabulary involved in literary analysis. Develops skills in reading, interpreting and evaluating literature and surveys some of the major literary concerns and movements.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ENG 201

### **EN 204 - Writing for Online Environments**

Students will develop rhetorical skills appropriate to drafting, designing, and publishing online compositions. Students will explore typical web genres and formats, editing techniques, and established and emerging technologies, including social media. The course will emphasize the challenges new media presents to professionals' understanding of writing, design, and audience analysis.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 205 - Introduction to English Studies**

An introduction to academic study in English, this course introduces students to the basic elements of literary analysis and theory and to intellectual issues relevant to the study of language, literature and culture. Students will develop the academic skills and habits of mind needed to successfully engage in advanced studies in literature and writing. The course involves opportunities for engagement in campus and local literary organizations/events.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 207 - Professional and Technical Editing**

An introduction to professional editing practice and principles, with an emphasis on technical editing. Students will learn to proofread and edit using professional copy-editing tools and mark-ups and will learn to edit with attention to the audience and purpose for different writing situations. In addition to editing for grammar, punctuation, and style, students will learn how to evaluate documents for readability and usability, as well as document design, organization, and consistency.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 221 - African-American Literature**

An introduction to major African-American writers from the earliest expressions to the present. An examination of the cultural milieu from which the writing arose, the ideological stance of each writer studied, and the styles and structure of the works considered.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ENG 221

### **EN 231 - Introduction to Language**

As an introduction to a general study of language, the course deals with the origin, nature and function of language as a uniquely human phenomenon. The history of English language and a survey of approaches to the analysis of languages are important components.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 232 - Introduction to Poetry**

An introduction to concepts, techniques, and vocabulary involved in the literary analysis of poetry. The course involves a study of poetic works written in English and in translation.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EN 331

### **EN 233 - Introduction to Drama**

A study of dramatic literature with emphasis on Anglo-American drama.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EN 332

### **EN 234 - Introduction to Fiction**

Close reading of selected works of English and American prose fiction, emphasizing the historical development of the novel and short story.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** ENG 333, EN 333

### **EN 304 - Special Topics in Language and Literature**

A seminar course treating various topics of contemporary interest.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 306\* - Professional Writing in the Disciplines**

This course is the third course in the required writing sequence at Park University. It emphasizes professional writing skills and expectations in various disciplines while developing further basic writing skills. Specific departmental courses may be deemed equivalent and will be used to satisfy this

course. The course will have three sections as follows: Scientific and Technical Writing This course helps students do scientific and technical research and prepare reports that will address the needs of various audiences in science, government, and industry. Business Communications This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures. Advanced Expository and Research Writing This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces.

Must select EN 306A, EN 306B or EN 306C

**Prerequisite(s):** EN 105 and EN 106

**Note:** Specific departmental courses may be deemed equivalent and will be used to satisfy this course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 306A - Scientific and Technical Writing**

This course is the third course in the required writing sequence at Park University. It emphasizes professional writing skills and expectations in various disciplines while developing further basic writing skills. Specific departmental courses may be deemed equivalent and will be used to satisfy this course. The course will have three sections as follows: Scientific and Technical Writing This course helps students do scientific and technical research and prepare reports that will address the needs of various audiences in science, government, and industry. Business Communications This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures. Advanced Expository and Research Writing This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces.

This course helps students do scientific and technical research and prepare reports that will address the needs of various audiences in science,

government, and industry.

**Prerequisite(s):** EN 105 and EN 106

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EN 300A

### **EN 306B - Business Communications**

This course is the third course in the required writing sequence at Park University. It emphasizes professional writing skills and expectations in various disciplines while developing further basic writing skills. Specific departmental courses may be deemed equivalent and will be used to satisfy this course. The course will have three sections as follows: Scientific and Technical Writing This course helps students do scientific and technical research and prepare reports that will address the needs of various audiences in science, government, and industry. Business Communications This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures. Advanced Expository and Research Writing This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces.

This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures.

**Prerequisite(s):** EN 105 and EN 106

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EN 300B

### **EN 306C - Writing and Research in Your Academic Field**

This course is the third course in the required writing sequence at Park University. It emphasizes professional writing skills and expectations in various disciplines while developing further basic writing skills. Specific departmental courses may be deemed equivalent and will be used to satisfy this course. The course will have three sections as follows: Scientific and Technical Writing This course helps students do scientific and technical research and prepare reports that will address the

needs of various audiences in science, government, and industry. Business Communications This course will emphasize knowing and preparing various kinds of communications in business and related fields: business letters, reports, proposals, surveys, field studies, visual aids, group presentations, and public lectures. Advanced Expository and Research Writing This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces.

This course develops further skills in advanced expository writing: long essays or articles for publication in journals or trade magazines, arts or literary publications, the teaching of writing, and general critical or argumentative pieces.

**Prerequisite(s):** EN 105 and EN 106

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** EN 300C

### **EN 307 - Professional Writing in English Studies**

Experience in research, writing, and editing in the professional context of contemporary work in English studies.

**Prerequisite(s):** EN 105 and EN 106

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EN 311 - Creative Writing**

Writing workshop in creative genres, including fiction, poetry and playwriting.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** ENG 311

### **EN 315 - Knights and Ladies, Priests and Peasants**

A survey of major authors and works from the medieval beginnings of English literature to approximately 1700. Special attention to Chaucer, Spenser, Shakespeare, and Milton.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EN 316 - Revolution and Empire: British Literature from 1660-1900**

A survey of major authors, works, and movements from approximately 1660 to 1900. Special attention to the Romantic and Victorian periods.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 317 - American Literature from Puritans to Abolitionists**

Study of significant American writers from the colonial period through the Civil War with attention to the historical and cultural contexts of their works.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: ENG 317**

### **EN 318 - Dreams and Identities: American Literature from 1865 to Today**

Study of significant American writers from the Civil War to the present with attention to the historical and cultural contexts of their works.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: ENG 318**

### **EN 320 - Adolescent Literature**

A study of literature in English appropriate for readers in grades six through twelve. Application of literary analysis and interpretation, as well as emphasis on historical and cultural context, will locate adolescent literature within the broader literary tradition.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 324 - Modern British and European Literature**

This course focuses on British and European literature from the twentieth- and twenty- first centuries with emphasis on the cultural/ historical contexts.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 325 - Modern Grammar**

This course concentrates on modern approaches to English grammar and its teaching after a brief historical perspective of transformational, structural, and traditional methodologies.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: ED 325**

### **EN 340 - Shakespeare Then and Now**

An examination of major comedies, histories, tragedies, primarily in performance on the original stage and in modern film.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: EN 440**

### **EN 341 - Literature and Film**

Investigation of the relationship between written literature and the moving image of film and video as media for both narrative and lyrical expression, with close study of selected examples.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: ENG 341**

### **EN 354 - Reading and Writing Nonfiction Prose**

A study of creative nonfiction prose for English majors concentrating in writing, and for other serious students of advanced writing. Emphasis will be on reading at least 2-3 major works of nonfiction prose and on student writing.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 355 - International Literature**

The course discusses ethnic literary expressions from around the world, including works in translation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: ENG 355**

### **EN 356 - Women's Literature**

A study of literary works by and about women which will encourage students to explore the historical, political, and social contexts in which women live and write.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 370 - History and Practice of Rhetoric**

This course introduces students to the main movements, figures, theories and key terms in the history of rhetoric, with a focus on how the rhetorical tradition bears on reading, writing and textual analysis.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **EN 380 - Literary Theory and Criticism**

An examination of key questions in contemporary theory and its historical roots, along with the practice of literary criticism today. English Majors only.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** EN 480

### **EN 384 - Professional Learning Experience for English**

Designed to support successful completion of an on- or off-campus internship by providing academic readings, research, and dialogue to enhance the experiential learning. At least one semester prior to enrolling, the student must submit a description of the internship and proposed academic complement for approval by his/her faculty mentor.

**Prerequisite(s):** Junior or senior status.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EN 387 - Theory and Teaching of Writing**

An introduction to composition theory, the course will engage students in the study of writing. Some consideration will be given to theories which overlap in composition and literature. Students will produce a major writing project, which will include a self-reflective analysis of their process.

**Prerequisite(s):** EN 105 and EN 106  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **EN 411 - Advanced Creative Writing**

This course develops advanced creative writing skills by focusing exclusively on one literary genre. Students will participate in writing workshops; undertake close critical analyses of their own work and the works of others; and explore the techniques, conventions, and structures of the focus genre.

**Prerequisite(s):** EN 311  
**Lecture Hours:** 3 **Lab Hours:** 8 **Credits:** 3

### **EN 485 - Senior Portfolio**

All English majors must submit a portfolio of written assignments to faculty for review and possible revision. The portfolio contents will reflect an understanding and fulfillment of English

Program competencies. Following review and acceptance of the portfolio, students will discuss their work in a public presentation.

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **EN 490 - Capstone Seminar**

The seminar will focus on a general topic in English studies on the model of an academic conference. Students will develop 20-minute conference papers in the first portion of the course and deliver them before the class and an invited audience in a series of seminar meetings late in the semester. Attention will be paid to both the research and the rhetorical demand of this task and to the relationship between each individual contribution and the wider topic.

**Prerequisite(s):** EN 485  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FI 201 - Personal Financial Management**

A study of individual and family financial management concepts and techniques which assist persons to become informed consumers and efficient managers of personal resources.

**Liberal Education:** LE Social Science  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MGT 201, MG 201

### **FI 325 - Risk and Insurance**

An introduction to the basic principles of insurance and risk management from the perspective of the individual and family consumer; consideration is given to business risk management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MGT 325, MG 325

### **FI 360 - Financial Management**

The role of financial management through the development of a framework appropriate for financial decision making. Emphasis on obtaining and effectively utilizing the funds necessary for the operation of an enterprise. Elements of financial planning, capital budgeting, and consideration of alternative sources of funds.

**Prerequisite(s):** AC 201. All prerequisites must be passed with a C or better.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MG 360, MGT 360

### **FI 363 - Financial Institutions and Markets**

A study of the macrofinancial environment with emphasis on the structure, functions, and economic role of financial institutions and markets. This includes the role of commercial banks, the central banking system and international finance.

**Prerequisite(s):** EC 301. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MG 363, MGT 363

### **FI 370 - Investment Planning**

Overview of various investment alternatives, selection criteria, portfolio management, and financial markets. Emphasis on economic environment, fundamental and technical analysis, sources of information, and the efficient markets concept for risk management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FI 380 - Financial Counseling**

This course provides an overview of the financial counseling process, techniques and strategies in leading clients through the challenges of debt reduction and achievement of their financial goals, and understanding the current resources, tools, and opportunities available in the financial counseling field. This is one of courses that can prepare students to pursue certification by the AFCPE® as an Accredited Financial Counselor.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FI 400 - Special Topics in Finance**

This course consists of the study and analysis of some major aspect(s) of finance concepts at the senior level.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **FI 410 - Problems in Corporate Finance**

A study of selected problems in financial management including short and long-term financial analysis and planning, trade-credit analysis, capital budgeting; use of case analysis.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MGT 410, MG 410

### **FI 415 - Financial Analysis and Planning**

Analysis of the financial aspects of corporate business planning, evaluation of financial performance, valuation analysis, risk analysis, management of growth.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MGT 415, MG 415

### **FI 417 - Investment Analysis and Management**

A study of investment alternatives, selection criteria, and portfolio management. Emphasis is placed on economic, financial, and market factors which affect the values of alternative investments, while studying risk management associated with investment management.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MGT 417, MG 417

### **FI 419 - Retirement and Employee Benefit Planning**

A course that provides an in depth exploration of two important aspects of financial planning. Students will learn the various alternatives available in planning for retirement, including qualified and non-qualified retirement plans and social security. Additional topics of study are the advantages and costs of employee benefit plans, including non-pension benefits. Healthcare planning, Medicare and ethical issues will be included.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FI 420 - Estate Planning**

In this course, students apply estate planning in personal financial planning. This course is designed to provide students with an understanding of the concepts of the fundamentals of estate planning, estate planning considerations and constraints, tools and techniques for general estate planning, and the tools and techniques for special estate

planning situations.

**Prerequisite(s):** AC 309, FI 325, FI 417, and FI 419. All prerequisites must be passed with a C or better.

**Note:** Previously FI 416 Estate Planning **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** FI 416

### **FI 423 - Professional Financial Planning**

This course centers around the principles, concepts, ethics and applications of financial planning for the professional planner working with individuals, families or businesses. Analytical procedures will be taught and cases used to illustrate the determination of financial goals, appropriate produce selection, and planning process implementation necessary to accomplish goals.

**Prerequisite(s):** FI 325, FI 419, FI 420 and AC 309. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **FI 424 - Personal Financial Planning Capstone**

FI 424 will be a continuation of the comprehensive written financial plan started in FI 423, with emphasis on a comprehensive understanding of content in the PFP curriculum, including retirement planning and estate planning. The student will complete case studies and continue development of the sections of the written financial plan related to content areas covered in the course. The student will submit a comprehensive written financial plan for evaluation by the course instructor. In addition, the student will orally present a summary of the plan for evaluation.

**Prerequisite(s):** FI 423. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **FI 425 - Principles of Real Estate**

A study of real property, its legal title, transfer, ownership, finance, and management.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 425, MG 425

### **FI 430 - Public Financial Management**

A study of financial functions performed in public and not-for-profit organizations with emphasis on financial reporting, budgeting, and accounting processes.

**Prerequisite(s):** AC 201 and AC 202. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 430, MG 430

### **FI 451 - Finance Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Finance Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Finance and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-6**

### **FW 122 - Human Nutrition**

**Crosslisted:** BI 122 An examination of nutritional guidelines, the nutrients necessary for good health, and the dietary needs of different populations.

**Note:** This course is designated as a VLE for nursing students. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **FW 175 - Medical Terminology**

Master complex medical terms by understanding the prefixes, suffixes, and roots. Anatomy, physiology, kinesiology, and medical applications are practiced through listening, speaking, and written exercises.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MR 205, MRT 205, AT 175

### **FW 190 - Health, Sport, & Exercise Science**

Explores disciplines and careers within health, fitness, sport, and physical rehabilitation. The

course includes foundational terminology, scientific principles, & historical perspectives. Students will prepare to navigate an educational path to their desired career.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **FW 200 - Resistance Exercise Instruction**

Explores detailed techniques, teaching progressions, and safety considerations for barbell, dumbbell, and bodyweight exercises. In this hands on course students will advance their own movement skill as well as practice the professional instruction, correction, and modification of resistance exercises to meet client needs.

**Note:** Fitness & Wellness majors only or approval by the program director. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **FW 225 - Kinesiology**

A course that studies the principles and concepts of human movement, anatomical structures, directional terms and cardinal planes, classification of joints, and biomechanics; including active, passive, and resisted movements to all major joints in the body.

**Prerequisite(s):** BI 210 or BI 211 or concurrent enrollment

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AT 225, AT 236

### **FW 231 - First Aid/CPR**

The practice of first aid and cardiopulmonary resuscitation skills. Emphasis will be on life saving emergency skills, accident prevention, first aid, AED training, and transportation of the sick and injured. A standard first aid and emergency cardiac care certification will be awarded to those who qualify.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AT 231

### **FW 250 - Exercise Physiology**

A study of the physiological adjustments that occur within the body during exercise. Emphasis is placed on the circulatory, respiratory, and musculoskeletal, nervous, and endocrine systems.

**Prerequisite(s):** BI 212 or Concurrent Enrollment

**Note:** FW 250L Exercise Physiology Laboratory is available as a separate enrollment. **Lecture**

**Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AT 250

### **FW 250L - Exercise Physiology Laboratory**

Explore physiological laboratory assessments, data analytic, and research communications that reinforce the concepts of exercise physiology.

**Corequisite(s):** FW 250

**Lecture Hours: 0 Lab Hours: 3 Credits: 1**

### **FW 260 - Strength and Conditioning**

Apply the principles and methods of exercise training to enhance sports performance. This course covers general adaptation, warm-up, flexibility, resistance exercise, plyometrics, agility drills, speed, and aerobic endurance training. Students will learn to perform needs analyses and write short term and periodized training programs.

**Prerequisite(s):** FW 200 or FW 250

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** AT 275, FWR 150

### **FW 275 - Introduction to Sport Management**

Examine the management strategies and issues in operating a sports business or organization. Sports marketing, legal and ethical issues, facilities management, event management, and sponsorships will be addressed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** FWR 250

### **FW 300 - Concepts in Strength and Conditioning**

An examination and implementation of strength training. Maximum benefits and body adaptation will be presented, and the safety features will be explained and implemented.

**Prerequisite(s):** FW 260

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** FWR 300

### **FW 310 - Advanced Conditioning**



An in depth examination of the physiological principles that must be considered when designing and implementing conditioning programs to enhance athletic performance.

**Prerequisite(s):** FW 250 and FW 260

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** FWR 310

### **FW 320 - Fitness Management**

A detailed study of the dynamic environment of a fitness & wellness business. Emphasis is placed on the management strategies necessary for successful, safe, and ethical operation of a fitness business.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FW 325 - Motor Skill Development**

This course focuses on the development of motor skills across the lifespan. Emphasis is placed on identifying and aiding individuals who have motor deficits or other constraints that impede acquisition or execution of various movement patterns.

**Prerequisite(s):** FW 250

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** FWR 325

### **FW 350 - Exercise Testing and Prescription**

A laboratory course that covers exercise test administration, results interpretation, and exercise prescription based on ACSM guidelines. Aerobic Fitness, muscular strength and endurance, balance, flexibility, & body composition will be addressed. Professional communication skills will be advanced through client interactions & practical examinations.

**Prerequisite(s):** FW 200 and FW 250

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **FW 360 - Athletic Injuries**

A wide variety of athletic injuries, mechanisms of injury, prevention strategies, and therapies will be discussed. This course will help students to respond to injuries as exercise professionals and teach the scope of practice for the various members a sports medicine team.

**Prerequisite(s):** BI 211 and BI 212

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** AT 140, FW 140

### **FW 375 - Special Populations Exercise**

Develop appropriate exercise prescriptions for children, elderly, pregnancy, and persons with chronic diseases. The developmental & pathophysiology of each state is explored as a foundation for ACSM recommended modifications to the exercise prescription.

**Prerequisite(s):** FW 350 or concurrent enrollment

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FW 380 - Applied Health Behavior**

Examines personal, social, and environmental influences on health behavior. The course includes both psychosocial theories and applied intervention skills with emphasis on the trans-theoretical model of behavior change and motivational interviewing. Students will design health promotion interventions and practice client interactions.

**Prerequisite(s):** PS 101

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FW 395 - Special Topics in Fitness and Wellness**

A detailed study and analysis of a major concept, development, or trend in fitness and wellness.

**Lecture Hours:** 1-4 **Lab Hours:** 0 **Credits:** 1-4

### **FW 400 - Internship in Fitness and Wellness**

All internships must be approved before the internship begins. The internship will consist of observation and work in a professional environment and must reflect appropriate work for a college graduate. Students may use internship to observe in a clinical professional such as a physical therapist or chiropractor only if they intend to enter graduate study in that profession immediately upon graduation. Students will work with their site supervisor and their internship instructor to create learning objectives and plan skill building activities to complete within the internship. Students will reflect on their completed internship experience and professional development in a written essay.

**Prerequisite(s):** Junior standing

**Repeatable for Credit** Internship can be repeated to earn a maximum of 6 credit hours at the discretion of the PC. The 6 credits can occur within

a single semester or in two separate semesters.  
**Lecture Hours: 0 Lab Hours: 0 Credits: 3-6**

### **GGH 110 - Cultural Geography**

The course is an introduction into cultural differences and spatial interactions within and between groups (religion, language, and customs) from around the globe. The course will also focus on human organization of space and how it impacts upon the environment.

**Liberal Education:** LE Social Science  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 110, ED 265, ED 301

### **GGH 140 - Economic Geography**

The course will introduce the basic concepts and processes underlying the spatial distribution of economic activities on a regional, international, and global scale. Topics shall include: economic systems and concepts, and impact on groups, communities and nations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 140

### **GGH 200 - Geography of North America**

This introductory course is designed to closely examine variations in cultural and physical differences in North America. Topics will include water supply, climate, dialect, economics, and population.

**Liberal Education:** LE Social Science  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 200

### **GGH 201 - Geography of Africa**

This comprehensive course will study the physical and cultural geography of the regions of the African continent. Topics will include: neocolonialism, slavery, health issues, environmental problems, population, and current political geographical issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 201

### **GGH 202 - Geography of Latin America**

This comprehensive course will study the physical and cultural geography of the regions of the South

American and Middle American Realms. Topics will include: the economic climate, environmental problems, population, and current political geographical issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 202

### **GGH 203 - Geography of Europe**

This comprehensive course will study the physical and cultural geography of the regions of the European continent. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 203

### **GGH 204 - Geography of Asia**

This comprehensive course will study the physical and cultural geography of the regions of the Asian continent. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues of South, East, and Southeast Asia.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 204

### **GGH 206 - Geography of the Middle East**

This comprehensive course will study the physical and cultural geography of the regions of the Southwestern Asia, Central Asia, and the Eastern Mediterranean. Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** GG 206

### **GGH 290 - Selected Topics in Human Geography**

This course will consist of an in-depth examination of specific areas of geography at the lower level.  
**Repeatable for Credit** It may be repeated once for credit with a change of topic.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-4**

### **GGH 305 - Geography of Russia**

This comprehensive course will study the physical and cultural geography of the regions of Russia and the former Soviet Union (Near Abroad). Topics will include: economic problems, environmental problems, population dynamics, and current political geographical issues involving Russia and its neighbors.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **GGH 310 - Geography of Terrorism**

This course provides an in-depth study of the geographical dimensions of terrorism and other related forms of violence. While critically examining the variety of sociocultural and environmental factors most often influencing the occurrence and nature of this phenomenon in particular places and regions, the course also provides an introduction to the sub-field of political geography, which is ultimately concerned with the spatial dynamics of power. International and global perspectives regarding concepts such as geopolitics, globalization, world-systems analysis, states, territory, boundaries, nationalism, identity, and terrorism itself are explored in order to gain a better understanding of different forms of power and expressions of politically motivated violence at various spatial scales.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **GGH 312 - Military Geography**

An examination of human and physical geography and the role it plays in military planning of operations, its role in the eventual military outcomes, and a detailed analysis of how their results impacted the local and global society. Historic examples from around the world will be utilized for investigations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **GGH 323 - Urban Geography**

The course is an in-depth study of the concepts of the physical characteristics of cities and the current and future problems urbanization presents humans on a global scale.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: GG 223**

### **GGH 326 - Resources and People**

This course is an in-depth study of the interactions between physical systems and human activities, and their effects on the environment. Topics will include: population growth, food production, water supply, air pollution, and natural resource consumption.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: GG 226**

### **GGH 390 - Special Topics in Human Geography**

This course will consist of an in-depth examination of specific areas of geography at the upper level.

**Repeatable for Credit** It may be repeated once for credit with a change of topic.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-4**

### **GGP 115 - Physical Geography**

Examination of the major physical elements, processes, and patterns that comprise the earth's four major spheres (atmosphere, hydrosphere, lithosphere, and biosphere) and their continuous interaction and relevance to human occupancy of the earth on a global basis. Laboratory exercises will reinforce and extend course concepts.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours: 3 Lab Hours: 3 Credits: 4**

**History: GGP 315, GG 315, GG 301, GEG 301**

### **GGP 120 - Global Sustainability**

This course addresses ways in which to maximize the life experience of human beings. A case study approach will be used to study the maintenance of human capital framed in the context of environmental, economic and social sustainability inputs.

**Liberal Education:** LE Natural Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **GGP 205 - Meteorology**

The study of the atmosphere and atmospheric phenomena and how they interact globally with the earth's surface, oceans, and life. In the laboratory, students will learn and use the methods used to study meteorological processes. Topics will include: controls of weather elements, energy exchange, heat/ water budgets, and economic/social impacts of weather and climate.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** GO 205

### **GGP 270 - Spatial Analysis**

This course will introduce student learners to techniques for the statistical analysis of spatial data. The course will cover issues in characterizing spatial data, methods and problems in spatial data sampling and the relevant statistical tests for solving a variety of spatial problems when they are applied to 2D and 3D space.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 270

### **GGP 290 - Selected Topics in Physical Geography**

This course will consist of an in-depth examination of specific areas of geography at the lower level.

**Repeatable for Credit** It may be repeated once for credit with a change of topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **GGP 301 - Renewable Energy Technologies**

This course will discuss both the need for and the specifics of energy conservation and renewable energy technologies. Passive solar design for reducing energy requirements will be covered, including solar water heating and solar cooking. The main renewable energy power systems will be discussed, including solar photovoltaics, wind and hydro. Electrical theory will be covered, as well as inverter technology for converting system output from DC to standard AC power. Both battery- based and grid-tied batteryless systems will be discussed. Students will have an opportunity to design a renewable energy system to meet the needs of a simulated home environment.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GGP 330 - Cartography**

The course is designed to prepare student learners for the basics of map compilation, design, and construction. Laboratory projects involving student learner use of computers will be required.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 330

### **GGP 335 - Remote Sensing**

The course is designed to prepare student learners for the basics of using remotely sensed imagery from space. Laboratory projects involving student learner use of computers will be required.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 335

### **GGP 340 - Environmental Planning**

This course is designed to study and evaluate the air and water environments, solid waste, noise pollution, and toxic wastes for the purpose of achieving environmental quality. An emphasis will be placed on how urbanization is impacting the environment and will be studied by interpretive maps, soil surveys, remote sensors, and computers.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 340

### **GGP 345 - Land Use Planning**

An examination and application of the methods associated with land use planning, especially in the small town and rural context. Emphasis is placed upon the tools and techniques associated with land use planning such as interpretive maps, soil surveys, remote sensors, and computers. A major focus will be the use of the land planning process in community planning. Also included is an introduction to state and local land use law in community development.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 345

### **GGP 350 - GIS I**

This course introduces the student learner to the theoretical, conceptual, and practical aspects of the collection, storage, analysis, and display of spatial data. Emphasis will be placed on the application of geographic information systems. Laboratory projects involving student learner use of computers will be required.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** GG 350

### **GGP 355 - GIS II**

This course is an advanced course that will have the student learner performing theoretical, conceptual,

and practical aspects of the collection, storage, analysis, and display of spatial data. Emphasis will be placed on the applications of geographic information systems. Laboratory projects involving student learner use of computers will be required.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** GG 355

### **GGP 365 - Geography of Disease**

This course will study the origin, distribution patterns, and cultural biases of disease. Topics to be emphasized include: disease classification, spread of diseases, and major types of diseases (HIV+).

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** GG 365

### **GGP 370 - Biogeography**

The purpose of this course is to study the distribution of plants and animals across the Earth's surface. This Physical Geography course will expand upon principles of Ecology and Biology, and will focus on understanding ecosystem processes that impact both fauna and flora. Topics will include the study of communities, ecosystems, biomes.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** GG 370

### **GGP 390 - Special Topics in Physical Geography**

This course will consist of an in-depth examination of specific areas of geography at the upper level.

**Repeatable for Credit** It may be repeated once for credit with a change of topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **GGP 405 - Conservation GIS**

An applied geographic information systems (GIS) course focusing on theory, methods, and applications of ArcGIS software to practical problems in ecology. Topics typically covered include habitat loss, endangered species, urban development, mining, wildlife research, forestry, and landscape ecology.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GGP 450 - Internship in GIS**

The student arranges to work in a professional environment. Internship duties will be based on the needs of the cooperating business/organization. Prior to beginning the internship experience, the student and the student's intended job supervisor must jointly prepare an internship proposal specifying the objectives to be accomplished. The proposal must be submitted to the instructor and approved before any internship work takes place.

**Prerequisite(s):** GGP 350 and GGP 355.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GO 125 - Natural Disasters**

This course will study the earth's natural processes and phenomena that impact the earth. These natural impacts will be studied which result in massive damage to the earth and to its inhabitants. The course will explore how humans cope with natural disasters. Humans typically measure the damage in terms of loss of life or economic loss, but the end result is that these natural disasters influence human culture and population distribution.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GO 130 - Astronomy**

This course will study the complexities of the universe. It will examine the physical, chemical and meteorological, and geological aspects of the universe, including planets, suns, asteroids, and nebulas.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **GO 141 - Physical Geology**

The study of the earth, the materials which make it up and the mechanisms which change it. Students will explore these materials and processes in the laboratory.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** NS 141

### **GO 151 - History of the Earth**

This is a survey of the history of the earth, including its continents, oceans, and life. The course will be divided into two parts: (1) An introduction into how

the earth's history is recognized from the earth's materials and structures and (2) an examination of the past life and major geologic events that have been recorded.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **GO 200 - Oceanography**

This course will study the complexities of the global oceans. It will examine the physical, chemical, meteorological, biological, and geological aspects of the oceans while evaluating the oceans' role on humans.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **GO 215 - Selected Topics in Geology**

This course will consist of an in-depth examination of specific areas of geology at the lower level.

**Repeatable for Credit** It may be repeated once for credit with a change in topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **GO 300 - Dinosaurs**

This course is an introduction to the paleontology of dinosaurs. The preservation, history of dinosaur studies, evolution, classification, behaviors, extinction, and current topics concerning dinosaurs are discussed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GO 310 - Sedimentology and Stratigraphy**

The purpose of this course is to study the origin of sedimentary rocks and the physical processes that commonly influence them (deposition to diagenesis). The other portion of the course focuses on knowing the various types of stratigraphic units and methods of dating and correlation. The laboratory exercises will reinforce these concepts.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **GO 315 - Special Topics in Geology**

This course will consist of an in-depth examination of specific areas of geology at the upper level.

**Repeatable for Credit** It may be repeated once for credit with a change of topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **GO 320 - Geomorphology**

The study of the earth's surface and the processes that shape it. Processes discussed include those associated with weathering, streams, glaciers, ground water, wind, oceans, and tectonics.

Laboratory exercises will reinforce these concepts.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **GO 330 - Paleobiology**

**Crosslisted:** BIO 330 The study of the earth's past life, which will be examined in two parts: 1) an introduction to invertebrate and vertebrate paleontology that will focus on classification, relationships, and evolutionary history and 2) the uses of paleontological data in evolution, systematics, paleoecology and extinctions.

**Liberal Education:** Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

### **HC 260 - Legal Issues in Health Care Delivery**

**Crosslisted:** MG 260 Private and public law related to health care organizations, personnel, ethics, care standards, and breach of care liability. Topics include: torts, contracts, statutory law, patients' rights, antitrust law, finance, medical records, and licensure, as well as constitutional and administrative law related to state and federal health care programs.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HC 351 - Organization and Administration of Health Care Programs**

**Crosslisted:** MG 371 Structure and implementation of various types of health care organizations and their internal departments, administrative theory; utilization; facilities management; accreditation; strategic planning; decision making theory; medical, nursing, and support staff supply, supervision, and evaluation;

financial management; human relations; research and development; organizational culture and change theory; and other internal and external forces.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 400 - Special Topics in Healthcare Management**

This course examines several important structural, political and regulatory issues in healthcare management. Potential topics include: the history of healthcare reform, consumer directed healthcare, the future of Medicare and Medicaid, medical ethics, healthcare economics, the impact of the Affordable Care Act (ACA), the future of Accountable Care Organization (ACO), managing a health related practice including human resources, confidentiality of employees, HIPPA regulation, and quantitative measurements of quality in healthcare. This course may be offered in 1-3 credits depending on the course content and assignments.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **HC 451 - Health Care and the Political Process**

Analysis of the process of health policy formation at the federal, state, and local levels from historical and contemporary perspectives. Specific topics will include cost controls, utilization review, methods of changing public and private health policies, and political factors in health care delivery.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 461 - The Hospital and the Community**

Issues specific to the organization and administration of hospitals, their scope of services in relation to community need, and relationships with community health care services. Topics covered dealing with the unique aspects of administration of hospitals and internal departments include improvement of organizational performance, personnel productivity, strategic planning, cost containment, materials management, image in the community, medical staff recruitment, patient census and utilization of services, and contracting for services from external suppliers.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 462 - Health Care Management Internship**

The internship must provide an applied/ practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Healthcare Management Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Healthcare Management and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours: 0 Lab Hours: 0 Credits: 3-6**

### **HC 463 - Third Party Reimbursement and Risk Management**

Public and private insurance, case management, preferred provider organizations, health maintenance organizations, and other forms of third party payment for health care services. Loss prevention for the health care organization through risk management and cost containment.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 465 - Basic Issues in Community Based Health Care Delivery**

Historical and philosophical factors defining the functions and scope of current community and public health based health care delivery. Introduction to the concepts of epidemiology, ecology, community needs assessment, and social and cultural influences on utilization of health care by community aggregates.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 466 - Planning and Organizing Community Health Services**

Organization and management of community based and public health agencies. Strategic planning for national, state, and local trends, community needs, and projected changes in society and health care. Administration of personnel, information systems, accreditation requirements, facilities, finances,

external services contracts, community relations, and technology in clinics, home health, schools, industry, and other community based agencies.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HC 491 - Senior Seminar in Health Care Management**

Capstone course in which students study selected topics on health care administration in depth. It is highly recommended that all major core courses be passed before enrolling in this course.

**Prerequisite(s):** HC 260, HC 351, HC 465. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 101 - Western Civilization: From Antiquity to 1500**

This course surveys the social, cultural and political development of western Europe from the ancient Mediterranean world to the dawn of Modern Europe. This course covers the ancient civilizations of Babylonia and Egypt, Greece and Rome, and the collapse of the Roman Empire, the development of feudalism and conflicts between secular and ecclesiastical governments. Critical literacies and writings are emphasized.

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIE 101, HI 101

### **HIS 102 - Western Civilization: The Reformation to 1918**

This course surveys developments in Western Europe's political, cultural, social and intellectual history from the European Reformation to World War I. The survey investigates inter alia the rise of the modern state, the development and importance of technology, changing patterns of urbanization, international relations, warfare, and social transformations. The survey shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIE 102, HI 102

### **HIS 104 - American History Survey Through the Civil War**

Introduction to the social, cultural, political and economic history of the United States from the conquest and colonization of North America to the reunification of the nation at the conclusion of the Civil War. The survey shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIU 104, HI 205

### **HIS 105 - American History Survey Since the Civil War**

Introduction to the social, cultural, political and economic history of the United States since the conclusion of the Civil War. The survey shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIU 105, HI 206

### **HIS 107 - Historical Thought**

Examines the nature of historical explanation and nature of temporality in historical accounts via the narrative literary format. In addition, the course investigates the problem-oriented history, structure and agency in historical explanation, rhetoric and poetics of history.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIS 103, HI 103

### **HIS 108 - Introduction to Military History**

Introduction to Military History introduces the discipline of history. It introduces the ideas, terms, themes, and concepts of military history. It places military history into the larger historical and interdisciplinary backdrop.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 111 - Introduction to World History I (Ancient History)**

A survey of world history that provides an introduction to the origin and development of the world's societies and their political, cultural and economic traditions from Prehistory to 500 A.D.



**Liberal Education:** LE Citizenship  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 112 - Introduction to World History II (Middle Ages)**

A survey of world history that provides an introduction to the origin and development of the world's societies and their political, cultural and economic traditions from 500 to 1500 A.D.

**Liberal Education:** LE Citizenship  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 113 - Introduction to World History III (Modern Era)**

A survey of world history that provides an introduction to the origin and development of the world's societies and their political, cultural and economic traditions from 1500 to Present.

**Liberal Education:** LE Citizenship  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 200 - The History of Military Thought**

The phenomenon of war is among the most persistent, complex, and important of all social interactions. Since war began, military thinkers have struggled to understand war in terms coincident to their own time and place, creating theories about war's nature, purpose and conduct through which one may trace its historical evolution. This seminar offers the student of military history an opportunity to come directly to grips with fundamental questions of war as they have been addressed in this body of formal thought. Seminar readings will therefore turn on a study of major works of military theory, together with other readings that set these theories within their historical and intellectual context. And because the student of military history is commonly required to contend with several competing theories at any one time, the seminar will address the nature, purpose and structure of military theory itself, so as to equip the student with the means to judge a theory's explanatory powers.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 203 - Introduction to Historic Preservation**

A survey of the history and theory of historic preservation. Students shall gain knowledge to apply historic preservation methods to renovation and restoration projects.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 204 - Introduction to Museum Studies**

A survey of museology that introduces students to the history of museums and to debates on the philosophical nature of museums. The survey covers the types and definitions of museums. In addition, it traces the history of museums, discusses contemporary practices in museums, and examines current issues in the profession as it faces the future of museums in the 21st Century. Students will review museums' missions and their roles in society through case studies and exhibitions in a variety of museums.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 207 - Introduction to Archival Management**

A survey of principles and practices that archivists and record managers apply, as well as issues they confront. Student will learn the nature of documentation and record keeping in contemporary society and the different types of institutions with responsibility for records.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 210 - Ancient Greece**

This course surveys Greek history from the Dark Ages to the Hellenistic period. Traces the political, economic, social, religious and cultural developments. The survey shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIE 210

### **HIS 211 - The Great War: 1914-1918**

World War One was the crucible of the modern world and it altered the political, economic, intellectual, social and cultural realities of inside and outside Europe, culminating in a redrawn map of Europe's political boundaries. This survey examines the war's multiple cause and effects. The

survey shall comprise an inquiry of period literature. [European/Classical Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 211

### **HIS 212 - Roman Civilization**

This seminar studies the civilization of ancient Rome from the Iron Age to the age of Constantine, with concentration on the late Republic and early Empire. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 212

### **HIS 220 - History of the American West**

Investigates the Western United States from the early 16th century to the present. Themes embraced are: Euro-American interactions with Native Americans; extension and escalation of the federal government into the West; exploitation of natural resources; formation of borders and national identities; race, class and gender relations; impact of immigration and emigration; aggression and criminality; and continuing perseverance of Frederick Jackson Turner's "frontier" myth in American culture. The survey shall comprise an inquiry of period literature. [United States Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIU 220

### **HIS 240 - Introduction to Oral History and Methods**

The course will focus on the art and practice of oral history interviewing and methodology. Students will experience a balance of reading, discussion, and fieldwork, in which students shall create and implement an oral history project, in which a collection of digitally recorded interviews and their companion transcripts will be completed. In addition, the course will explore the theory, ethics and practice of oral history as an activist research methodology.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 241 - Ancient Warfare**

The phenomenon of war is among the most persistent, complex, and important of all human activity. It is also among the oldest. This course examines war's nature, purpose, persistence, and conduct in ancient cultures.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 242 - Medieval Warfare**

The phenomenon of war is among the most persistent, complex, and important of all human activity. It is also among the oldest. This course examines war's nature, purpose, persistence, technologies, and conduct in medieval cultures.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 243 - Modern Warfare**

The phenomenon of war is among the most persistent, complex, and important of all human activity. It is also among the oldest. This course examines war's nature, purpose, persistence, technologies, and conduct in modern cultures.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 250 - Nazi Germany**

This seminar studies the Nazi movement in Germany and Europe, from the post-World War I era to the outbreak of World War II. Topics include: race and racism, religion, and gender; experiences of men and women in Germany; the role of the church and business; Fascism; occupation, persecution, collaboration and resistance. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 250

### **HIS 251 - The French Revolution**

This seminar studies the French Revolution and its implications for Europe and the world. It considers the social, political and ideological causes of the Revolution in 1789 and then examines the successive stages of revolution from the experiment with constitutional monarchy to the radical republic and the terror to Napoleon's popular dictatorship. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**Hours:** 0 **Credits:** 3  
**History:** HIE 251

### **HIS 252 - The History of Warfare**

This course will survey a broad expanse of military history as an introduction to the discipline and the practice of war over time and space. It will examine the idea of war, changes in warfare, total war, technology, the nature of armies, the role of war in Western and non- Western society, and major theories of warfare.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 260 - The Civil Rights Era**

Examines the years between 1954 and 1975 which has been portrayed as a "Second Reconstruction" and the "Fulfillment of the promise of the American Revolution." The seminar will impart a concentrated investigation through marked examination of primary and secondary sources, documentaries and films. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 260

### **HIS 261 - The Making of the American Republic, 1754-1820**

Examines the formation of a novus ordo saeculorum by assessing the experiences after 1763 as the colonizers in the thirteen British colonies rebelled against the authority of the British Crown and created a new republic. The seminar will investigate the political and ideological foundations of the rupture from Britain, the military and social course of the War of Independence, the postwar strain to attain a constitutional order that would sustain republican liberties, the creation of the Constitution to the Missouri Compromise of 1820, emphasizing economic growth, territorial expansion and social change. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 261

### **HIS 262 - The Great Depression**

Examines the economic collapse of the 1920s and 1930s, which put social, cultural and political changes in motion that altered the nature of American life. Consideration will be on the methods contemporaries encountered and contributed in those changes, as well as on the historiography that elucidates the Great Depression. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 262

### **HIS 300 - American Military History, 1607-1902**

This course is an overview of the American Military experience from pre-Revolutionary times to 1902 with a focus on how the nation thinks about, prepares for, and conducts warfare. The course will examine the interaction of the military, cultural, social, institutional, and international factors that have shaped American Military history.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 301 - American Military History, 1900-Present**

This course is an overview of the American Military experience from 1900 to the present with a focus on how the nation thinks about, prepares for, and conducts warfare. The course will examine the interaction of the military, cultural, social, institutional, and international factors that have shaped American Military history.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 302 - War and Technology**

The phenomenon of war is among the most persistent, complex, and important of all human interactions. Since war began, humans have endeavored to seek more effective ways to kill one another. These efforts have resulted in revolutions in technology and technique that have played a key role in the rise of the nation-state and in shaping the modern world. This course offers the student of military history an opportunity to come directly to grips with fundamental changes in the technology of war and in the revolution in military affairs debate.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 303 - War, Ethics, and Morality**

The phenomenon of war is among the most persistent, complex, and important of all social interactions. Since war began, people have struggled to understand the ethics and morality of war in terms coincident to their own time and place. This course offers the student of military history an opportunity to come directly to grips with fundamental questions of war as they relate to ethics and morality.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 305 - The Art of Expression in Public History**

The course shall provide opportunity for students to apply the expressive measures involved in public history. Students will be required to design, write and respond by creating actual text for exhibits, public relation and media related press releases, selection of exhibit artifacts, creation of exhibit websites and virtual tours, and informative blogs.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 306 - War, Culture, and Society**

The phenomenon of war is among the most persistent, complex, and important of all social interactions. Since war began, people have struggled to understand war in terms coincident to their own time and place. This course offers the student of military history an opportunity to come directly to grips with fundamental questions of war as they relate to culture and society.

**Liberal Education:** Professional Writing

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 316 - Historical Material Conservation**

The course shall explore American and Kansas City area material conservation. A primary focus of the course shall be on architecture and how architecture is a vehicle for social change. In addition, students will be able to recognize the geographical, political, environmental, technical, economical, and social factors that affect architecture and material conservation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 320 - Jackson and the Legacy of Antebellum America, 1820-1854**

Examines the political and social history of the United States from the Missouri debate to the ratification of the Kansas-Nebraska Act. A comprehensive assessment of the market revolution which altered American life, economic expansion, advancement of slavery, First Nation removal, religion and reform, altering positions of women, political movements connected with "Jacksonian democracy," the impact of abolitionism, and the westward movement of entire peoples. The seminar shall comprise an inquiry of period literature.

[United States Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIU 320

### **HIS 321 - The Prelude of Bleeding Kansas, 1854-1861**

Examines the events that created the turmoil between residents of the State of Missouri and emigrants into the Territory of Kansas from 1854 to 1861 known as "Bleeding Kansas." A comprehensive assessment of the social, political, economic, religious and military events that ultimately lead to the American Civil War. The course will also examine the important men and women that influenced the fore mentioned events. Students shall be required to visit local historical sites related to the events and peoples of Bleeding Kansas. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HIU 321

### **HIS 322 - The Bloodshed of Civil Strife, 1861-1865**

Examines the causes and consequences of the conflict that created the American Civil War. Topics shall include: How did slavery and capitalism compare as rival economic and social systems? What principles did the Confederate States of America stand for? Why did soldiers on both sides fight? How did the war change the lives and roles of women? What made the Civil War the first "modern war"? Why did Abraham Lincoln abolish slavery? How has the American Civil War been remembered and interpreted in the century and a half since the

war concluded? The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 322

### **HIS 323 - The Epoch of Reconstruction, 1865-1867**

Examines the consequences following the American Civil War in the aftermath referred to as Reconstruction. Topics shall include: What were the experiences of former slaves after Emancipation? What have been the legacies of slavery? What were the goals of Reconstructionists? Why did Reconstruction fail? How has Reconstruction been remembered and interpreted in the century and a half since 1877? The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 323

### **HIS 324 - The Emergence of Modern America, 1877-1945**

Examines the social, economic, political, religious and intellectual advancement and controversies that molded modern America. Particular consideration will be given to concerns raised by industrialization, urbanization, immigration, science and technology. The Labor, Populist and Progressive movements will be studied closely. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 324

### **HIS 325 - The Cold War, 1945-1992**

Examines the superpower rivalry and American anticommunism from the origins of the Cold War after World War II through to the election of William Jefferson Clinton. Students will examine the most important events, ideas and personalities and address key historical debates on topics including the origins of the Cold War; the development of atomic and nuclear weapons; McCarthyism; the expansion of the Cold War beyond Europe; race and gender relations; the

growth of the "imperial presidency," human rights, dissent, sexuality, neoconservatism, and the end of the Cold War. The course will also give detailed attention to Cold War crises-including the Korean War, the Taiwan Strait, Berlin, Cuba and Vietnam-and their impact on American domestic society. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 325, HI 314

### **HIS 326 - Bolstering the Dominoes of Indochina: The Contradictions and Consequences**

Examines the history of American involvement in Vietnam, the experience of Americans and Vietnamese who fought the Second Indochina War (1954-1975), and the impact of the war on American society. The course begins with a brief exploration of pre-colonial Vietnamese history and culture, French colonial dominance from the late 19th century through the 1930s, and the growing Vietnamese nationalist resistance that led to the First Indochina War (1945-1954). A further examination will be spent on the diplomatic and political course of the American war in Vietnam as well as the domestic consequences it wrought in both the United States and Vietnam. Students will seek an understanding of the Vietnam experience through the lives of those who experienced it. Finally, the course will end with a discussion of the legacy of the Vietnam War and its lingering presence in American life. The seminar shall comprise an inquiry of period literature. [United States Concentration]

**Note:** Offered as required. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HIU 326

### **HIS 330 - U.S. Military History**

This course is an overview of the U.S. military experience from pre-Revolutionary to the Present with a focus on how the nation thinks about, prepares for, and conducts warfare. The course will examine the interaction of the military, cultural, social, institutional, and international factors that have shaped U.S. military history.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 331 - The Holocaust**

This seminar examines the origins, implementation, evolution and aftermath of the Holocaust in and outside Nazi occupied Europe. The seminar investigates the experiences and perspectives of victims, perpetrators, accomplices and bystanders. The seminar also analyzes historians changed and changing understanding of the Holocaust. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 331

### **HIS 332 - World War II**

This seminar studies World War II's causes and course, the Holocaust, military technology, the home and fighting fronts, and the postwar reconstruction. The seminar examines the experience of combatants and non-combatants experience of occupation and resistance. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 332

### **HIS 334 - The Reformations**

This seminar investigates the intellectual, economic, cultural, scientific and political background to the 16th century reformations as well as the theological controversies that led to and flowed from these reformations. The seminar is writing intensive. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 334

### **HIS 335 - Modern Germany**

This seminar examines changes in political, economic, social and cultural life in Germany from the late Wilhelmina Empire to post- Reunification. The seminar is reading and writing intensive. The seminar shall comprise an inquiry of period literature. [European/ Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 335

### **HIS 336 - The Long 19th Century**

This seminar will examine the history of the 19th century from the Napoleonic to WWI. It focuses on the major social, political, economic and intellectual trends in the 19th century that shaped the modern world. The seminar shall comprise an inquiry of period literature. [European/Classical Concentration]

**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 336

### **HIS 337 - Modern Europe**

This seminar examines major political, social, economic and cultural developments in Europe over the course of the 20th century. Main course themes include: the retreat of Liberalism; the rise of Fascism; the role of war in transforming society, European unity; the lives of women; the place of the "other" in European society; internal and external threats to open societies. The seminar shall comprise an inquiry of period literature.

[European/Classical Concentration]  
**Note:** Offered as required. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** HIE 330

### **HIS 338 - Preservation Law**

The course shall emphasize the historical development and continued evolution of laws designed to protect historic and cultural resources. Through an analysis of significant national, state and local preservation laws, the course will introduce students to the basic concepts involved in the field of historic preservation law.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HIS 378 - Special Topics in History**

Selected periods, ideas, and movements are studied.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **HIS 400 - Internship**

Intepreting the past is vital to understanding democratic ideals and civic life. All Majors will be required to complete 135 clock hours of internship experience at a selected historical institution approved by the student's history advisor. Students

are required to maintain a weekly journal of their internship activities. Upon completion of the internship, the student and internship supervisor will submit written reports of their experience and responsibilities to the student's history advisor.

**Prerequisite(s):** EN 105, EN 106 and completion of a minimum of 75 credit hours.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HI 410

### **HIS 441 - Military Thought I**

The phenomenon of war is among the most persistent, complex, and important of all social interactions. Since war began, military thinkers have struggled to understand war in terms coincident to their own time and place, creating theories about wars nature, purpose and conduct through which one may trace its historical evolution. This seminar offers the student of military history an opportunity to come directly to grips with fundamental questions of war as they have been addressed in this body of formal thought. Seminar readings will therefore turn on a study of major works of military theory, together with other readings that set these theories within their historical and intellectual context. And because the student of military history is commonly required to contend with several competing theories at any one time, the seminar will address the nature, purpose and structure of military theory itself, so as to equip the student with the means to judge a theory's explanatory powers.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 442 - Military Thought II**

The phenomenon of war is among the most persistent, complex, and important of all social interactions. Since war began, military thinkers have struggled to understand war in terms coincident to their own time and place, creating theories about wars nature, purpose and conduct through which one may trace its historical evolution. This seminar offers the student of military history an opportunity to come directly to grips with fundamental questions of war as they have been addressed in this body of formal thought. Seminar readings will therefore turn on a study of major works of military theory, together with other readings that set these theories within their historical and intellectual context. And because the student of military history is commonly required to contend with several competing theories at any one

time, the seminar will address the nature, purpose and structure of military theory itself, so as to equip the student with the means to judge a theory's explanatory powers.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 451 - Senior Essay I**

All Majors are required to complete a two semester senior essay under the guidance of a fulltime history faculty member. The goal of the course is to give each history major the experience of a sustained, independent research project, including: formulating a historical question, considering methods, devising a research strategy, locating and critically evaluating primary and secondary sources. Research topics will be selected by students in consultation with the instructor. Classes will involve student presentations on various stages of their work and mutual critiques, as well as discussions of issues of common interest. The collaboration occurs in a seminar-like setting, in which a small group of students work with one professor for the entire semester, refining their historical skills and presenting their research findings. The students have to pursue a historical subject of their choice, in consultation with their professor. Students gain a better understanding of historical investigation through a careful analysis of primary and secondary sources and development of a well argued senior essay. By the end of the semester, majors have emerged with a sense of fulfillment in producing a senior essay proposal, state of the field essays, historiographical critique, and historical abstract. Students are required to enroll and successfully complete HIS 451 during the spring semester of their junior year. On rare occasions, with departmental and advisor approval given for compelling written and documented reasons, a senior essay may be started two semesters prior to graduation. The determination of the acceptance rests with the department chair and may not be appealed. All Majors are required to attend regularly scheduled senior essay seminar workshops as scheduled.

**Prerequisite(s):** EN 105, EN 106 and completion of a minimum of 75 credit hours.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** HI 451

### **HIS 452 - Senior Essay II**

All Majors are required to complete a two semester senior essay under the guidance of a fulltime history

faculty member. HI 452 is a continuation of HIS 451. The goal of the course is to give each history major the experience of a sustained, independent research project, including: continuing formulating a historical question, considering methods, devising a research strategy, locating and critically evaluating primary and secondary sources. Classes will involve student presentations on various stages of their work and mutual critiques, as well as discussions of issues of common interest. The collaboration occurs in a seminar-like setting, in which a small group of students work with one professor for the entire semester, refining their historical skills and presenting their research findings. The students have to pursue a historical subject of their choice, in consultation with their professor. Students gain a better understanding of historical investigation through a careful analysis of primary and secondary sources and development of a well-argued senior essay. By the end of the semester, majors have emerged with a sense of fulfillment in producing a senior essay prospectus, historical citations, an annotated bibliography, critical book review, and final essay. Students' are required to enroll and successfully complete HIS 452 during the fall semester of their senior year. On rare occasions, with departmental and advisor approval given for compelling written and documented reasons, a senior essay may be started two semesters prior to graduation. The determination of the acceptance rests with the department chair and may not be appealed. All Majors are required to attend regularly scheduled senior essay seminar workshops as scheduled.

**Prerequisite(s):** EN 105, EN 106, HIS 451 and completion of a minimum of 90 credit hours.  
**Liberal Education:** Professional Writing  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** HI 452

### **HIS 453 - Senior Writing Capstone**

All History and Military History Majors are required to complete a one term (8-week) senior writing capstone under the guidance of a full-time Park University history faculty member. The capstone applies sustained, independent research including: formulating a historical question, historical methodology, devising research strategy and evaluating primary and secondary sources. Completion with grade of "C" or higher is required. The written capstone project shall be at least 5,000- to-6,250 words on an appropriate and approved topic of history or military history. The research

must be original and based on primary and secondary sources. The writing style must be in compliance with the current edition of the Chicago Manual of Style for all work submitted.

**Prerequisite(s):** EN 105, EN 106, and completion of a minimum of 90 credit hours.

**Note:** This course will satisfy the Writing Intensive requirement for History and Military History majors. **Liberal Education:** Professional Writing  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 454 - Senior Project in Public History**

All students completing the Public History concentration are required to complete a one semester senior project under the guidance of a fulltime Park University history faculty member. The capstone applies sustained, independent research, including: formulating a historical question, historical methodology, devising research strategy, and evaluating primary and secondary sources. Completion with grade of "C" or higher is required.

**Prerequisite(s):** EN 105, EN 106 and completion of minimum of 90 credit hours.

**Liberal Education:** Professional Writing  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HIS 455 - Senior Seminar Paper**

The Senior Seminar Paper permits students to develop, research, write and defend a major essay, composing of 25-30 pages, of original historical research on a topic of their choice. This course is the culmination of their major and builds on training and writing completed in the earlier history courses. Students will work closely with one member of the Program of History. The student will defend and discuss their seminar paper during their Senior Oral Comprehensive Examination.

**Prerequisite(s):** EN 105, EN 106, and completion of minimum of 90 credit hours.

**Liberal Education:** Professional Writing  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **HN 250 - Honors Leadership Seminar**

This course provides students with insight into the nature and scope of leadership as well as its successes, limitations and failures. Students will examine the core traits, behaviors, and values of what makes effective leaders by focusing on self-



awareness, reflection, individual effectiveness, and self-assessment to learn to recognize and utilize the differences between themselves and others. They will learn and apply leadership skills that encourage them to challenge their own beliefs and assumptions about what constitutes a leader. They will grow in their ability to think and respond as leaders in whatever settings they serve.

**Prerequisite(s):** LE 100

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HN 299 - Introduction to Undergraduate Research**

This course introduces research methods from across undergraduate disciplines. It addresses topics such as how to conduct literature searches, create annotated bibliographies, critically read and analyze research articles, research ethics, IRB requirements, and designing and developing their mentor-led research project.

**Prerequisite(s):** HN 250 or permission of Honors Academy Director

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HN 300 - Research and Writing Orientation**

This course provides a foundation for the completion of the final project in the Honors Option Program as well as opportunities to gain experience in conducting research.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **HN 303 - Honors Scholarship I**

This independent study course is structured in which the Honors student works one-on-one with a selected faculty mentor towards completion their individual Honors Research Project.

**Prerequisite(s):** HN 299

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HN 304 - Honors Scholarship II**

This independent study course is structured in which the Honors student continues to work one-on-one with their selected faculty mentor to complete their individual Honors Research Project.

**Prerequisite(s):** HN 303

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HN 400 - Honors Seminar**

This is an optional course only for students who need an additional semester to complete their individual Honors Research Project.

**Prerequisite(s):** Permission of Honors Academy Director

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HN 410 - Honors Capstone Seminar: Enduring Questions**

This is an interdisciplinary seminar in which students will examine links between their disciplines in real world situations/current events and Park's core values.

**Prerequisite(s):** HN 304

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **HR 290 - Selected Topics in Human Resources**

An in-depth examination of a specific area(s) of Human Resources. May be repeated once for credit with a change in topic.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **HR 310 - Leadership and Team Building**

This intermediate course examines the principles of leadership and team building, with an application of the principles of real life situations to be implemented. Exercises to use in building a team will be developed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HR 353 - Introduction to Human Resource Management**

Theory, methodology and application of human resource planning and development techniques, staffing analysis and planning, career management, management succession and development, and performance improvement.

**Prerequisite(s):** MG 371 or HC 351. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HR 301, HRM 301

### **HR 355 - Planning and Staffing**

Examines basic concepts, strategies, and current issues in recruitment, talent acquisition, selection and training. This course involves the use of computer tools to analyze the impacts of legal compliance, diversity, technology, outsourcing, restructuring and downsizing, on the effective management of human resources.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HR 357 - Employment Law**

This course presents and examines the federal laws and legal issues surrounding the recruitment, selection, employment, and performance assessment of workers. Issues considered include discrimination, the determination of bona fide occupational qualifications, the use of testing for selection, family leave, and the collective bargaining process.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HR 421 - Organizational Training and Development**

This course provides insight into the role of employee training and development. Students will explore the key elements of learning, training needs assessments, training technology trends, along with training design and evaluation. Emphasis will be given to creating a learning environment focused on organizational success and strategic HR Management.

**Prerequisite(s):** HR 353 and (MG 371 or HC 351). All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **HR 422 - Organizational Development and Change**

This course will provide the student with an understanding of the basic theories and techniques of organizational development. We will focus on practical information regarding the design, management and control of organizational development programs in business, public sector and social services organizations.

**Prerequisite(s):** HR 353 and (MG 371 or HC 351). All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HR 420, HRM 420

### **HR 434 - Compensation Management**

A study of compensation theories, policies, systems and practices with emphasis on the design of effective compensation programs. The course views compensation basically from the employer's point of view.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** HR 431, HRM 431

### **HR 462 - Internship in Human Resource Management**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Human Resource Management Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Human Resource Management and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours: 0 Lab Hours: 0 Credits: 3-6**

### **HR 490 - Special Topics in Human Resources**

This course consists of the study and analysis of some major aspect(s) of Human Resources concepts at the senior level.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **HR 491 - Senior Seminar in Human Resource Development**

This course is intended to integrate concepts and techniques from the Human Resources curriculum into a framework of applied programs. This course is designed for the advanced student and will give the student an opportunity to investigate and synthesize various concepts of Human Resources management and to relate them to "real world" situations.

**Prerequisite(s):** MG 306, HR 353 and (MG 371 or HC 351). All prerequisites must be passed

with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** HRM 491

### **IB 302 - International Business Culture**

This course explores cultural aspects of global business and leadership to identify the major issues of life and commerce in multicultural environments. Students discuss ethics, and how cultural factors motivate international business decisions and communications. The course offers opportunities to increase the cultural understanding, and communications skills required to function appropriately and successfully within increasingly global and multicultural working environments.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IB 315 - International Business Perspectives**

This course examines international business, especially the multinational corporation, from several perspectives: historical, business, political, cultural, economic and environmental. Attention is given to the impact and effect of the MNC upon traditional societies and nationalistic governments. Its future also is considered in the rapidly changing economies of Europe and the Third World.

**Prerequisite(s):** Junior level status.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IB 331 - International Negotiations**

This course introduces the topic of negotiation and the tools needed to negotiate successfully, in general and especially in the international environment. Basic concepts of negotiation are introduced. Team and individual negotiations are included. The special problems of negotiating in foreign countries and among different cultures are emphasized, including an overview of cultural dimensions and examples of negotiating styles typical of some cultures.

**Prerequisite(s):** IB 315. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IB 420 - International Trade**

This course is a workshop for students to learn and practice the theories, tools and procedures of

international trade used to identify and enter markets and to grow in the exporting environment. After a theoretical overview, students practice tools for achieving competitive strategies that firms and nations can use to increase export-import success, including Porter's Diamond. Governmental strategies ranging from import substitution to export promotion are debated. The course also addresses supply chain management primarily for exporting firms and steps in exporting successfully. The world trading system and major organizations are discussed as well as the role of governmental interventions, instruments of trade policy, and major national trade measures. The course stresses the importance of knowing how to study and to evaluate current events to form opinions and predictions and to identify opportunities and threats.

**Prerequisite(s):** IB 315. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IB 431 - International Finance**

An in-depth study of the financing of international transactions and multinational business operations with emphasis on sources of funds, financial services, analysis of currency problems and exchange controls, and the functioning of foreign money and capital markets.

**Prerequisite(s):** FI 360. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MG 431

### **IB 451 - Seminar on International Business**

A study of strategic planning and international business policy using extensive reading and cases in the international business field which includes insights into the historical, cultural, and political foundations that created problems and opportunities and the solutions and course of action taken in response. The course content is flexible and analyzes specific problem areas that are current at the time the course is offered. Each student will submit a capstone research paper reflecting the standards, substance and quality of a professional international business publication.

**Prerequisite(s):** MG 306 and completion or concurrent enrollment in all other international business core courses. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** BA 451

### **IB 461 - International Business Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the International Business Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in International Business and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

**History:** BA 461

### **IB 490 - Special Topics in International Business**

This course consists of the study and analysis of some major aspect(s) of International Business concepts at the senior level.

**Prerequisite(s):** Permission of the program coordinator.

**Note:** Satisfies advisor approved IIE requirement.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IM 425 - Networking and Security**

This course introduces students to computer networking through the lens of the data communication in a business. Students will learn about distributed applications, networking, networking management and security as it applies to the business environment and the concerns of business management and staff.

**Prerequisite(s):** IS 141. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IM 435 - Business Analytics**

This course will equip students with entry-level business analytic skill sets and provide a managerial perspective for making sound business decisions. The course reviews the necessary steps needed to create an environment for business analytics, providing an overview of the key concepts, applications, processes, and techniques through relevant case studies related to business analytics. Students will learn about the fundamental concepts of the emerging field of business analytics and apply basic business analytic principles.

**Prerequisite(s):** IS 310 and MG 315. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IS 141 - Applied Computer Technology for Business**

This course utilizes Microsoft Excel and Access as business decision making tools. By utilizing various functionalities provided by the tools, students will learn how to create spreadsheets and databases to facilitate data analysis for making rational business decisions. In particular, the spreadsheet skills include working with formulas and functions, creating worksheets with charts and graphs, and analyzing data using various tools. The database skills include creating and maintaining databases, making database queries, and generating forms and reports.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IS 205 - Managing Information Systems**

This course introduces the student to information systems concepts and the management concerns of information technology. The course focuses on the components, types, and management concerns of information systems which, when combined, support an enterprise. Students will explore the enterprise perspective on controlling the use of information systems and understanding project changes, risk, and quality management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 205, CS 205

### **IS 310 - Business Applications**

Business Applications provides an advanced opportunity for students to understand issues surrounding the effect of emerging technologies upon multiple organizational environments. Students will explore the use of technology to solve

problems as well as gain a strategic competitive advantage in the global market place. Students will individually investigate the advanced capabilities of Office Productivity Software to solve relevant business problems. Upon completion of the course, group case projects will demonstrate knowledge of concepts learned. Students will also have the opportunity to take the MOS exam for Word, Excel, Access, and/or Power Point Certification. The design of the case projects will necessitate the use of analysis, synthesis, and evaluation activities.

**Prerequisite(s):** CS 140 or IS 141.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IS 315 - Computer Systems Analysis and Design I**

This course presents various philosophies, terminology, and techniques used in the analysis and implementation of the system development life cycle. The student will investigate such areas as project proposals, logical systems, flow diagrams, data modeling, dictionaries, and documentation. The student will learn how to use a CASE tool.

**Prerequisite(s):** IS 205.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 315, CS 315

### **IS 316 - Computer Systems Analysis and Design II**

Continuation of IS 315. The student will continue to study the concepts and methods used in a system development life cycle. In addition, the student will gain practical experience by working on various projects. The student will use a CASE tool for his/her project work.

**Prerequisite(s):** IS 315

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** CSC 316, CS 316

### **IS 361 - Data Management Concepts**

This course provides an overview of data management concepts. This course explores the enterprise perspective of managing data needs of an organization. This includes data integrity, database models, and integration of databases, security, and database administration issues. The student will be introduced to query processing within a database environment.

**Prerequisite(s):** CS 152 and CS 208

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IS 362 - Applied Database Management**

This course builds on the Data Management Concepts course and focuses on the creation, administration and use of databases. This course assumes a knowledge of database system concepts. The student will be introduced to application program development in a database environment with emphasis on setting up, modifying, and querying a database.

**Prerequisite(s):** IS 361.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **IS 370 - Information Security**

This course introduces students to the field of information systems security from both managerial and technical perspectives. The topics to be examined include legal and ethical issues in information systems, risk identification and management, security planning, security technology, cryptography, and information system implementation and maintenance.

**Prerequisite(s):** CS 365A

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** IS 470

### **IS 450 - Systems Analysis Senior Seminar**

This is a capstone course in which seniors exhibit skills and knowledge gained in the analysis and design of an information systems solution. Students will apply best practices in solving an organizational problem with technology. Such concepts include: problem solving, methodology, project management, and use of related tools.

**Prerequisite(s):** IS 315.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **CE 200 - Civic Engagement**

This course is designed to allow students to apply real-world hours of community service toward academic credit at Park University. Students may exchange 40 documented service hours for 1 hour of credit. (minimum 3, maximum 9)

**Repeatable for Credit** yes

**Lecture Hours:** 3-9 **Lab Hours:** 0 **Credits:** 3-9

### **LE 100 - First-Year Seminar**

Required for all incoming first-time freshmen and is highly encouraged for transfer students. Park University's First-Year Seminars are designed to offer first-time freshmen an opportunity to engage in a course structured around writing, small group discussion and oral communication as a means of strengthening core academic skills. Introduction to university life and enhancement of skills for success will be facilitated within the course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** LS 100, PS 100, SS 100

### **LE 215 - Selected Topics in Liberal Education**

An in-depth examination of specific areas in the general area of liberal education.

**Repeatable for Credit** May be repeated for credit with a change in topic.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**  
**History:** LS 215

### **LE 299 - Junior-Year Seminar: Liberal Education and the Park Advantage.**

This course is designed to introduce students who did not start their education with Park University to the goals of Park's Liberal Education Program and the resources the University has for its students. The curriculum will be focused Park's Literacies and the advantages they give Park graduates in pursuing their personal and professional goals.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **LE 300\* - Integrative and Interdisciplinary Learning Capstone**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

Must select specific LE 300 topic.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300A - Of Hope & Horror: Literary & Psychological Impact of Holocaust**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300AA - Strategic Peacebuilding**

Presents analytical frameworks for investigating the sources of conflict and the dynamics of conflict resolution, peacebuilding, and post-conflict reconstruction and justice. Students will explore cross-disciplinary connections inherent in the study of conflict, violence, positive peace, and peacebuilding. Practical skills, case studies, and activities that promote peace and justice at the local and global level will be emphasized.

**Note:** Previously PC 320 **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300AB - Science and Religion in Dialogue**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Liberal Education:** Integrative & Interdisciplinary Learning (LE300)

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300B - Genocide an Interdisciplinary Perspective**

**Crosslisted:** A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship. **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300C - Great Works Utopias V. Dystopias**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300D - Media and Elections**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300E - Arab and Muslim Women's Writing**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300G - Terrorism and the Media**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300H - Christian Attitudes toward War and Peace**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300I - World War II at Sea: Literature, History, & Film**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300J - Serial Killers as Heroes in Popular Culture**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300K - Topics in Autobiographical Writing: War Stories**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300L - World Art**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300M - Globalization & the Environment**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300N - Mankind's Intellectual Journey: Interdisciplinary Triangle of Philosophy, Ideology & Educational Theory**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300O - Peace Journalism**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300P - The Nature of Interdisciplinarity**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300Q - Postcolonial Literature**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300R - Ethics & Psychology of Humor in Popular Culture**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300S - Ethnobiology**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300T - World Language and Culture**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary



understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300U - Immigration**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300V - The 1960s: Years of Hope and Rage**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300W - The City**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300Y - Integrative and Interdisciplinary Capstone: Commercial Use of Outer Space**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships

among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 300Z - Creativity**

A seminar for the Liberal Education program, LE 300 requires students to integrate the Park University Literacies, synthesizing diverse perspectives to achieve interdisciplinary understanding and exploring the relationships among academic knowledge, professional pursuits, and the responsibilities of local and global citizenship.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 310 - Introduction to Interdisciplinary Studies**

This course introduces students to the necessity of interdisciplinary approaches for solving complex problems. It also introduces the key concepts of interdisciplinary studies: the history of disciplinarity, disciplinary perspectives, disciplinary insights, the varieties of cross-disciplinary approaches, critical analysis of the disciplines, integration, synthesis, and interdisciplinary research methods.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **LE 315 - Special Topics in Liberal Education**

An in-depth examination of specific areas in the general area of liberal education.

**Repeatable for Credit** May be repeated for credit with a change in topic.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **LE 400 - Senior Project in Interdisciplinary Studies**

An independent project option for students completing their Interdisciplinary Studies major. If desired, this course can be taken so the student can work on a capstone project under a particular faculty member's guidance. The project must have relevance to the student's two chosen fields. The student and the major advisor must agree on the nature, area, scope, and method of evaluation for the project

**Prerequisite(s):** LE 310.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LS 400

### **LE 410 - Advanced Interdisciplinary Research**

The capstone course of the Interdisciplinary Studies major, this course deepens student's understanding of interdisciplinary and integrative research by introducing them to interdisciplinary research methods and methods of integration such as transdisciplinary problem solving and systems thinking. Throughout the course students develop and complete an independent, interdisciplinary research or creative project that builds holistic understandings and interdisciplinary frameworks to tackle an issue of significant importance.

**Prerequisite(s):** LE 310  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **LG 201 - Systems Engineering and Analysis**

A study of the design, development, direction, management, and control of the systems engineering process. Emphasis is placed on the application of quantitative and qualitative techniques to systems analysis, evaluation and performance.

**Prerequisite(s):** MA 171. All prerequisites must be passed with a C or better.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 201

### **LG 305 - International Logistics**

Principles and practices of logistics from an international perspective, with an emphasis on transportation, customs issues, documentation, terms of trade, and global supply chain management. A focus is placed on current events and their impact on logistical activities of firms.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **LG 312 - Transportation and Distribution Systems**

Principles and practices of transportation and its role in the distribution process. The physical transportation system of the United States and its performance; carrier responsibilities and services;

economic and legal bases of rates, freight classification and tariffs; public policy regarding regulation; transportation issues and problems.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 312

### **LG 324 - Contract Management and Law**

A study of the procurement and contracting process with emphasis on the organization, policy formulation, procedures, and administration of purchasing activities and functions.

**Prerequisite(s):** HC 260 or MG 260 . All prerequisites must be passed with a C or better.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 324

### **LG 400 - Logistics Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Logistics Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes. This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Logistics and have an overall GPA of 3.0.

**Repeatable for Credit** May be repeated for a maximum of 6 hours.

**Grade:** Pass/Fail

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 3-6

### **LG 415 - Quality Control**

A study of quality planning and control systems including application and statistical quality control theory to the design of quality control systems; the impact of quality on logistics and the procurement process.

**Prerequisite(s):** MA 171. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 415

### **LG 424 - Purchasing and Vendor Management**

A study of the procurement and contracting process including planning, developing, and contracting for major systems. Topics include: purchasing policy and strategy, value, analysis engineering, quality assurance, make-or-buy decisions, principles of inventory management, institutional and government purchasing management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 424

### **LG 426 - Logistics Management**

A critical examination of the logistics system with emphasis on managerial functions within the system and analytical techniques used in planning and control of the various subsystems.

**Prerequisite(s):** HC 351 or MG 371. All prerequisites must be passed with a C or better.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** LOG 426

### **LG 490 - Special Topics in Logistics**

In-depth examination of contemporary issues and developments in the field of Logistics. Topics include, but are not limited to: supply chain management, logistics challenges for the future, warehousing, or procurement.

**Repeatable for Credit** May be taken twice for credit with change of topic.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 102 - Introductory Algebra**

This developmental course prepares students to complete Park's Liberal Education mathematics requirement. Topics include integer arithmetic, basic algebraic equations, rational numbers, percentages, and basic graphing. This course does not fulfill a graduation or Liberal Education requirement. This introductory course prepares students for the study of algebra. Topics include integer arithmetic, basic algebraic equations, rational numbers, percentages, and basic graphic.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 110 - Geometry for Teachers**

**Crosslisted:** EDU 110 A consideration of selected topics from basic Euclidean geometry with emphasis on proper terminology and unification of concepts. Techniques available for teaching the basics are discussed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MA 140

### **MA 120 - Basic Concepts of Statistics**

A development of certain basic concepts in probability and statistics that are pertinent to most disciplines. Topics include: probability models, discrete random variables, normal distributions, confidence intervals, and hypothesis testing.

**Prerequisite(s):** SAT math score  $\geq 510$ , or ACT math score  $\geq 19$ , or MA102, or successful placement by the Park University placement test, or consent of the instructor.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MAT 170

### **MA 125 - Intermediate Algebra**

This course provides a transition into college level Mathematics courses. Topics include the real number system, basic operations of algebra, linear, quadratic and rational equations, inequalities, radicals and exponents, and systems of equations.

**Prerequisite(s):** SAT math score  $\geq 510$ , or ACT math score  $\geq 19$ , or MA 102, or successful placement by the Park University placement test, or consent of the instructor.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 135 - College Algebra**

A study of the algebra necessary for calculus. Topics include: Linear and non-linear equations, inequalities and their applications; inverse, exponential and logarithmic functions; complex numbers; and systems of linear equations.

**Prerequisite(s):** MA 125, or an ACT math score  $\geq 23$ , or a SAT math score of  $\geq 570$ , or successful placement by the Park University placement test.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** MA 131

### **MA 141 - College Trigonometry**

A consideration of those topics in trigonometry necessary for the calculus. Topics include: circular functions, identities, special trigonometric formulae, solving triangles, polar coordinates, vectors, and conic sections.

**Prerequisite(s):** MA 135, or a high school or transfer course equivalent to MA 135, or an ACT math score  $\geq 26$ , SAT mathematics subscore of  $\geq$

560 (SAT prior to March 2016) or SAT mathematics subscore of  $\geq 580$ .

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 141

### **MA 150 - Precalculus Mathematics**

A consideration of those topics in algebra and trigonometry necessary for the calculus. Topics include: mathematical analysis of the line, the conic sections, exponential and logarithmic functions, circular functions, polynomial and rational functions, mathematical induction, and theory of equations.

**Prerequisite(s):** MA 125, or an ACT math score  $\geq 26$ , or a SAT math score  $\geq 610$ , or successful placement by the Park University placement test.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 161

### **MA 160 - Precalculus for Majors**

A consideration of those topics in algebra and trigonometry necessary for the calculus. Topics include: equations and inequalities, polynomial, rational, exponential and logarithmic functions, trigonometric functions, and trigonometric identities.

**Prerequisite(s):** MA 125, or an ACT math score  $\geq 26$ , or a SAT math score  $\geq 610$ , or successful placement by the Park University placement test.

**Lecture Hours:** 5 **Lab Hours:** 0 **Credits:** 5

### **MA 171 - Finite Mathematics**

A course focusing on mathematical concepts that have business applications. Topics include systems of linear equations and matrix concepts, linear programming, basics of sets and counting principles, probability, and introduction to financial mathematics.

**Prerequisite(s):** SAT score  $\geq 510$ , or ACT score  $\geq 19$ , or MA 102, or successful placement by the Park University placement test, or consent of the instructor.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 208 - Discrete Mathematics**

**Crosslisted:** CS 208 This course introduces the student to selected finite systems pertinent to the study of computer science. Course topics will include combinatorial problem solving, logic,

Boolean algebra, combinatorial circuits, sets, relations, functions, proofs, mathematical induction, recurrence relations, graphs, trees, and counting techniques.

**Prerequisite(s):** A grade of C or better in any math course  $\geq$  MA 125, or an ACT math score  $\geq 23$ , or an SAT math score  $\geq 570$ , or appropriate score on the Park University math placement test.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MA 209, MA 219, MAT 209

### **MA 210 - Calculus and Analytic Geometry I**

The study of the calculus begins with an examination of the real number system and the Cartesian plane. Additional topics to be considered include: functions and their graphs, limits and differentiation techniques, the mean value theorem, application of the derivative, indefinite integration, the trigonometric functions.

**Prerequisite(s):** MA 141 or MA 150 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 202

### **MA 211 - Calculus and Analytic Geometry II**

The study of the calculus continues with the definite integral and its applications, transcendental functions, integration techniques, the conic sections, polar coordinates, parametric equations, indeterminate forms and improper integrals.

**Prerequisite(s):** MA 141 or MA 210 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 203

### **MA 212 - Calculus and Analytic Geometry III**

The algebra and calculus of vectors and vector functions, constant term sequences and series, power series and convergence criteria.

**Prerequisite(s):** MA 211

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 204

### **MA 213 - Calculus and Analytic Geometry IV**

A study of multi-dimensional spaces, functions in multi-dimensional space, partial differentiation,

multiple integration.

**Prerequisite(s):** MA 212

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 205

### **MA 221 - Calculus and Analytic Geometry for Majors I**

The calculus begins with a study of limits of functions and continuity. Additional topics to be considered include: the derivatives of algebraic, trigonometric, exponential and logarithmic functions, differentiation techniques, applications of differentiation, the Mean Value Theorem, indefinite integration, definite integrals, the Fundamental Theorem of Calculus, and basic rules of integration.

**Prerequisite(s):** MA 160.

**Lecture Hours:** 5 **Lab Hours:** 0 **Credits:** 5

### **MA 222 - Calculus and Analytic Geometry for Majors II**

The study of the calculus continues with applications of the definite integral, techniques of integration, improper integrals, constant term sequences and series, power series, convergence criteria, polar coordinates, parametric equations, and conic sections.

**Prerequisite(s):** MA 221 or equivalent

**Lecture Hours:** 5 **Lab Hours:** 0 **Credits:** 5

### **MA 223 - Calculus and Analytic Geometry for Majors III**

The study of the calculus extends further with three-dimensional spaces, vectors, multi-variable functions, partial derivatives and their applications, multiple integration.

**Prerequisite(s):** MA 222 or equivalent

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 301 - Mathematical Thought**

A transition course for the mathematics major, this offering provides an overview of the subject as a study of systems. Topics include: informal and formal logic, theory of sets, formal development of the number system of mathematics.

**Prerequisite(s):** MA 211 or MA 221.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 302 - Ordinary Differential Equations**

An introduction to ordinary differential equations and their solutions in the complex field. Topics include: series solutions and Laplace transforms.

**Prerequisite(s):** MA 222

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MAT 302

### **MA 305 - Probability**

A calculus-based approach to the theory and statistical application of probability. Topics include: discrete and continuous random variables, density and distribution functions, probability models, non-parametric statistics.

**Prerequisite(s):** MA 222 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 311 - Linear Algebra**

Topics include systems of linear equations, matrix algebra, linear transformations, determinants, vector spaces, eigenvalues and eigenvectors, and orthogonality.

**Prerequisite(s):** MA 211 or MA 221

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 312 - Abstract Algebraic Structures**

A study of several algebraic systems from a postulational viewpoint. Systems studied include groups, rings, integral domains, and fields.

**Prerequisite(s):** MA 222 and MA 301.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 350 - History of Mathematics**

An introduction to the history of mathematics with emphasis on the contributions of the many and diverse cultures which have influenced the development of the discipline. Cultures studied include: the Egyptians, Babylonians, Greeks, Romans, Arabs, Medieval Europeans, and Renaissance Europeans. Topics include: the Pythagorean Theorem, perfect numbers, classic construction problems, the Golden Ratio, noteworthy mathematicians and current trends. One field trip is required.

**Prerequisite(s):** MA 135 and MA 141 or MA 150.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MA 360 - Modern Geometries**

A study of the foundations of modern Euclidean geometry as well as finite geometries and non-Euclidean geometries.

**Prerequisite(s):** MA 222 and MA 301.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MA 370 - Number Theory**

An introduction to the theory of numbers. Topics include: congruencies and residue classes, the theorems of Euler and Fermat, and number-theoretic functions.

**Prerequisite(s):** MA 222 and MA 301.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MA 380 - Mathematical Statistics**

A calculus-based study of probability and statistics for mathematics and science majors. Topics include: sample spaces, random variables and probability distributions, moment generating functions, transformations of random variables, laws of large numbers and the central limit theorem, regression analysis, and analysis of variance.

**Prerequisite(s):** MA 305

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MA 401 - Analysis**

A rigorous treatment of sequences, series, and functions of one real variable. Topics include limits and convergence properties of sequences and series; limits, differentiability, continuity and integration of functions of one real variable.

**Prerequisite(s):** MA 222 and MA 301.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MA 402 - Topology**

An introduction to the topology of Euclidean space, metric spaces, and general topological spaces.

**Prerequisite(s):** MA 401.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MA 406 - Special Topics in Mathematics**

This course provides an opportunity for directed study in areas not necessarily included in formal

course work.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **MG 101 - Introduction to Management**

Basic functions of management with emphasis on the behavioral problems management faces in adopting and implementing policy.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 101

### **MG 110 - Introduction to Business**

Provides for business and non-business students an overview of business in our modern American society. Examines the development of our business system, social responsibility of business, and the functions of management, marketing, personnel, production, accounting, finance investments, insurance, and business law. Career opportunities in business are explored.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 110

### **MG 260 - Business Law I**

**Crosslisted:** HC 260 Introduction to the law: contracts, agency, employment, and negotiable instruments; comparison of social responsibility and legal aspects of selected issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 260, BA 260

### **MG 261 - Business Law II**

A continuation of the study of contracts, agency, employment, and negotiable instruments; comparison of social responsibility and legal aspects of selected issues.

**Prerequisite(s):** MG 260 or HC 260. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 261, BA 261

### **MG 271 - Principles of Supervision**

A study of leadership skills for persons in supervisory positions. Topics include: methods of training employees, employee rating, improving personal leadership, interpreting organization policies, and obtaining the maximum results through the efforts of others.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** MGT 271

### **MG 299 - Developing Business Careers**

This course is designed to help students understand business career fields and how they position themselves to develop and enhance their business careers. The student will be introduced to the various business majors and related careers, identify their personal career preferences, and develop an academic plan on how to develop their career portfolio to position themselves successfully.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MG 306 - Business Communications**

This course provides insight into the principles and practices of business communications. It is grounded in communication theory which is applied to the planning, creating and transmitting of ethical and effective business communication in the global market place. There will be instruction in graphic, electronic and oral presentation as well as report and letter writing. Students will learn how to enhance their business communication with technically based media.

**Prerequisite(s):** EN 105 and EN 106. All prerequisites must be passed with a C or better.

**Liberal Education:** Professional Writing

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MG 315 - Advanced Business Statistics**

This advanced level statistics course explores the complexities of conducting quantitative research for the social and administrative sciences. The course is organized around a research project on quantitative analysis of data.

**Prerequisite(s):** MA 171 and IS 141 All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** EC 315

### **MG 371 - Management and Organizational Behavior**

**Crosslisted:** HC 351 This course is the foundation for the study of management as an academic discipline. As such, the functions, activities and principles of management and organizational leadership in business and other institutions are presented and examined. The philosophy, history,

current practices and issues in the areas of motivation and human relations, individual behavior, small group behavior, intergroup behavior, organizational effectiveness, and development are presented and discussed in the context of managing organizations in a global society.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** (MG 352 and MG 365)

### **MG 372 - Entrepreneurial Studies**

A detailed study of the relationship and functions of accounting, management, financial management, and marketing in the successful initiation and operation of a small business.

**Prerequisite(s):** MG 371 or HC 351 All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MG 354, MGT 355

### **MG 375 - Production and Operations Management**

Study of the design, planning and operations and control of manufacturing processes, material management, inventory quality control systems, work measurement and production standards.

**Prerequisite(s):** MA 171 and MG 371 or equivalents. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** BA 375, MGT 375

### **MG 380 - ENACTUS**

In conjunction with ENACTUS, students will develop and implement projects that will benefit community businesses and help in the development of entrepreneurial leaders.

**Prerequisite(s) or Corequisite(s):** MK 351, (MG 371 or HC 351) and MG 372 .

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MG 401 - Senior Seminar in Management**

Consideration of managerial problems and/ or policies. Topics include: the role of values and assumptions in administrative situations, especially their influence on administrators choices among possible ends and means; the skills, attributes and personal qualities that enhance effectiveness of

responsible individuals as they work with others in organizations; and the determinants of organization and executive action.

**Prerequisite(s):** (MG 371 or HC 351) and MG 306 or equivalent. All prerequisites must be passed with a C or better.

**Note:** It is strongly recommended that all major core courses be completed prior to enrolling in this course. **Lecture Hours: 3 Lab Hours: 0**

**Credits: 3**

**History:** MGT 401

### **MG 420 - Labor Relations**

Consideration of the development, legal environment, and current problems of the industrial relations system. Emphasis is placed upon the historical evolution of both the union movement and the legislative system that shapes its activities.

**Prerequisite(s):** MG 371 or HC 351. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 420

### **MG 440 - Complex Organizations**

A sociological approach to the study of organizations. Focuses on theoretical perspectives, characteristics of organizations, the interrelationship of organizational variables, and other related topics.

**Prerequisite(s):** MG 371 or HC 351. All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 440

### **MG 450 - Project Management**

This course presents the full range of topics covered by the PMP Certification Exam. Students address the terms, processes, and skills that are covered in the exam. The course follows Project Management Institute's knowledge areas of the PMBOK® guide.

**Prerequisite(s):** MG 371 or HC 351 . All prerequisites must be passed with a C or better.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MG 460 - Management Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be

approved and overseen by the Management Program Coordinator (PC) or a business faculty member approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Management and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours: 0 Lab Hours: 0 Credits: 3-6**

### **MG 465 - Independent Study in Business**

Individual research dealing with secondary sources on an approved topic in business.

**Prerequisite(s):** Major in business administration, economics or accounting.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-4**

### **MG 490 - Special Topics in Business Administration**

A course based on subjects outside the current offerings.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **MG 495 - Business Policy**

A series of business cases and materials dealing with a variety of problems confronting general management selected to illustrate the major areas of managerial concern: environmental opportunities and constraints, formulation of business policy, organization for business activity and marshalling of resources for achieving objectives of the firm.

**Prerequisite(s):** EC 141, EC 142, FI 360, (HC 260 or MG 260) , MG 315, (MG 371 or HC 351), and MG 306 . (Business majors are required to take MG 306 [in lieu of EN 306B] and IS 141). All prerequisites must be passed with a C or better.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MGT 400, MG 400

### **MI 102 - Leadership Practicum I**



Examines leadership in basic tactical and patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students practice leadership according to 16 principles and learn basic individual soldier skills.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 110AF - Air Force ROTC Fitness**

Introduction to various AFROTC team sports. Promotes benefits of being physically fit and maintaining Air Force fitness standards.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 111AF - Heritage and Values of the U.S. Air Force I**

Introduces students to the United States Air Force and provides an overview of the basic characteristics, missions, and organization of the Air Force.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 112 - Leadership Practicum II**

Continuation of MI 102. Examines advanced squad and platoon tactical operations with emphasis on patrolling operations. Topics include: leadership techniques, basic first aid, and problem-solving exercises. A tactical field application exercise and physical fitness conditioning program are included as course requirements. Students perform duties as leaders of small units.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 112AF - Heritage and Values of the U.S. Air Force II**

Continuation of 111; provides an overview of the basic characteristics, missions and organization of the Air Force.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 116 - Foundations of Officership**

The course introduces the student to issues and competencies that are central to a commissioned officer's responsibilities. These initial lessons establish a framework for understanding officership, leadership, and Army values. Additionally, the semester addresses "life skills"

including fitness and time management. This course is designed to give the student an accurate insight into the Army profession and the officer's role in the Army.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 126 - Basic Leadership**

This course builds upon the fundamentals introduced in MI 116 - Foundations of Officership, by focusing on leadership theory and decision making. "Life Skills" lessons in this semester include: problem solving, critical thinking, leadership theory, followership, group interaction, goal setting, and feedback mechanisms. Upon completion of this semester, students are prepared to advance to more complex leadership instruction concerning the dynamics of organizations. Additionally, students will be increasingly required to demonstrate knowledge of leadership fundamentals and communications (written and oral).

**Prerequisite(s):** MI 116 or the consent of the Department Chairperson.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 202 - Leadership Practicum III**

Course examines squad and platoon offensive and defensive operations and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform various leadership roles and present classroom instruction.

**Prerequisite(s):** To be taken concurrently and required for students in MI 216.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 210AF - Leadership Laboratory**

Introduction to Air Force customs and courtesies, drill and ceremonies, and military commands.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 211AF - Team and Leadership Fundamentals I**

Focuses on laying the foundation for teams and leadership. The topics include skills that will allow cadets to improve their leadership on a personal level and within a team. The purpose is to instill a leadership mindset and to motivate sophomore

students to transition from AFROTC cadet to AFROTC officer candidate.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 212 - Leadership Practicum IV**

Continuation of MI 202 to examine advanced squad and platoon offensive and defensive operations, reaction to obstacles, and leadership procedures in patrolling operations. Includes a tactical application exercise and participation in physical fitness conditioning as a course requirement. Students will perform in various leadership roles and present classroom instruction.

**Prerequisite(s):** To be taken concurrently and required for students in MI 226.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 212AF - Team and Leadership Fundamentals II**

Continuation of 211. Focuses on laying the foundation for teams and leadership. The topics include skills that will allow cadets to improve their leadership on a personal level and within a team. The courses will prepare cadets for their field training experience where they will be able to put the concepts learned into practice. The purpose is to instill a leadership mindset and to motivate sophomore students to transition from AFROTC cadet to AFROTC officer candidate.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 216 - Individual Leadership Studies**

This semester is designed to develop within the student a knowledge of self, self-confidence and individual skills. Through experiential learning activities, students will develop problem solving and critical thinking skills, and apply communication, feedback and conflict resolution skills. Building upon the fundamentals introduced in MI 116/ MI 126 this course delves into several aspects of communication and leadership theory. The focus of the semester is on critical "life skills" which will enable the student's future success. The course concludes with a major leadership and problem solving case study which draws upon previous instruction.

**Prerequisite(s):** MI 116 and MI 126 or the consent of the Department Chairperson.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 226 - Leadership and Teamwork**

This course focuses on self-development guided by knowledge of self and group processes. Experiential learning activities are designed to challenge students current beliefs, knowledge and skills. This semester takes the approach of placing students in a wide variety of group exercises designed to emphasize various leadership competencies and insights. The instructor, acting as facilitator, helps guide student processing of the events to derive the leadership, group dynamics and problem solving lessons that the exercises offer. Practical "life skills" are emphasized throughout.

**Prerequisite(s):** MI 116, MI 126, and MI 216 or the consent of the Department Chairperson.

**Corequisite(s):** To be taken concurrently with MI 212.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 302 - Leadership Practicum V**

Examines squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction.

**Prerequisite(s):** Advanced-course status, to be taken concurrently, and required for students enrolled in MI 316.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 312 - Leadership Practicum VI**

Familiarize squad and platoon offensive and defensive operations, the patrol leader in patrolling operations, and a tactical application exercise. Participation in physical fitness conditioning and a tactical application exercise is required. Students will perform in various leadership roles and present classroom instruction.

**Prerequisite(s):** Advanced-course status, to be taken concurrently, and required for students enrolled in MI 316.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 316 - Leadership and Problem Solving**

Provides the student with no prior military or cadet experience the ability to quickly learn essential

cadet knowledge and skills necessary for successful performance of cadet tasks. Following an introduction to the principles of physical fitness and healthy lifestyles lessons will cover: the Leader Development Program, how to plan and conduct individual and small unit training, basic tactical principles, reasoning skills and the military specific application of these skills in the form of the Army's troop leading procedures. The course concludes with a detailed examination of officership which culminates in a five-hour officership case study.

**Prerequisite(s):** 6 credits in Military Science, and Department Chairperson approval and concurrent enrollment in MI 302.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MI 321AF - Leading People and Effective Communication I**

Study of advanced skills and knowledge in management and leadership. Special emphasis is placed on enhancing leadership skills and communication. Cadets have an opportunity to try out these leadership and management techniques in a supervised environment as juniors and seniors.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MI 322AF - Leading People and Effective Communication II**

Continuation of 321. Study of advanced skills and knowledge in management and leadership. Special emphasis is placed on enhancing leadership skills and communication. Cadets have an opportunity to try out these leadership and management techniques in a supervised environment as juniors and seniors.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MI 326 - Leadership and Ethics**

Continues the focus from MI 316 on doctrinal leadership and tactical operations at the small unit level. Instructional modules include: Army branches, Army Leadership philosophy, dynamics of a group environment, oral and written presentation skills, culminating in instruction in National and Army values and ethics. This critical semester synthesizes the various components of training, leadership and team building.

**Prerequisite(s):** MI 316 and concurrent enrollment in MI 312.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MI 402 - Leadership Practicum VII**

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management. Participation in physical fitness conditioning and tactical application exercise is required. Students will perform in various leadership positions and present classroom instruction.

**Prerequisite(s):** Advanced-course status, to be taken concurrently, and required for students enrolled in MI 416.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 410AF - Leadership Laboratory**

Development of leadership skills in a practical, supervised laboratory. Students must instruct, supervise, and lead junior cadets participating in 210, and perform high level management functions within the cadet corps organization.

**Repeatable for Credit** Repeatable for credit.

**Grade:** Pass/fail

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MI 412 - Leadership Practicum VIII**

Practical applications in problem analysis, decision making, planning and organization, delegation and control, and development of interpersonal skills required for effective management, includes a tactical application exercise. Participation in physical fitness conditioning is required. Students will perform various leadership roles and conduct classroom instruction.

**Prerequisite(s):** Advanced course status, to be taken concurrently, and required for students enrolled in MI 426.

**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **MI 416 - Leadership and Management**

A series of lessons designed to enable students to make informed career decisions as they prepare for commissioning and service as Second Lieutenants. Classes concentrate on Army operations and training management, communications and leadership skills which support the final transition from cadet/ student to Lieutenant/leader. Subjects include: The Army Training Management System, coordinating activities with staffs, and counseling skills. At the end of this semester students should

possess the fundamental skills, attributes and abilities to operate as a competent leader in the cadet battalion.

**Prerequisite(s):** Advanced Course status and concurrent enrollment in MI 402.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MI 426 - Officership**

A series of lessons that provide a review of the ethical dimensions of leadership, Law in Leadership, Organizing for Military Operations to include historical case studies, Personnel, Supply and Maintenance administration and management, personal financial planning and entering the service. The semester concludes with a 12 lesson experiential exercise simulating assignment as a new Lieutenant in a unit.

**Prerequisite(s):** MI 416; Advanced Course status and concurrent enrollment in MI 412.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MI 441AF - National Security Affairs/Preparation for Active Duty I**

Provides students the foundation to understand their role as military officers in American society. It is an overview of the complex social and political issues facing the military profession and requires a measure of sophistication commensurate with the senior college level.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MI 442AF - National Security Affairs/Preparation for Active Duty II**

A continuation of 441. This course is the foundation to understand your role as military officers in American society. It is an overview of the complex social and political issues facing the military profession and requires a measure of sophistication commensurate with the senior college level. This semester provides information that will prepare you (cadets) for Active Duty.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MI 450 - Independent Research/Project**

Investigation of a research problem, project, or topic on an individual conference basis.

**Prerequisite(s):** Minimum of a 2.5 GPA and departmental approval.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-5

### **MK 351 - Principles of Marketing**

Examines factors relevant to the marketing mix (product, promotion, distribution, and price) and to marketing management.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MK 369 - E-Marketing**

This course will address the new technological environments that marketers are facing by introducing strategic considerations related to technology and technology implementation as it impacts the field of marketing. The course will explore the basics of marketing exchange utilizing the Internet, multimedia techniques, database marketing, and interactive telecommunications across delivery platforms. In addition the course will give students hands on experience with relevant software.

**Prerequisite(s):** MK 351. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MK 380 - Advertising**

**Crosslisted:** CA 380 Designed to give the student an understanding of the creation, design, and production of material for advertising campaigns in all media. Suggested

**Prerequisite(s):** MK 351 or equivalent. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BA 380

### **MK 385 - Consumer Behavior**

An integrated approach to the study of various behavioral concepts and theories useful for understanding consumer behavior and its relevance to the development of effective marketing strategies.

**Prerequisite(s):** MK 351 All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 385

### **MK 386 - Retailing Administration**

The basic concepts and analytical tools of retailing; types of organizational structure; store location; personnel; merchandising; promotion; services;

and control techniques.

**Prerequisite(s):** MK 351 or equivalent. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 386

### **MK 389 - Professional Selling**

A study of the personal selling process with emphasis on the contributions of behavioral theories and on the legal, ethical, and social responsibilities of selling professionals.

**Prerequisite(s):** MK 351. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MK 395 - International Marketing**

An in-depth study of the methods of establishing and servicing foreign markets with emphasis on pricing, promotion, and distribution channels given the complex effects of international, cultural, legal and business practice environments. Exporting, importing and tariff barriers are also covered.

**Prerequisite(s):** MK 351 and IB 315. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 456

### **MK 400 - Special Topics in Marketing**

This course consists of the study and analysis of some major aspect(s) of Marketing concepts at the senior level.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **MK 401 - Sales Management**

Review and analysis of approaches to planning, organizing, training, developing, compensating, directing, and controlling the sales force in support of marketing objectives. Use of case materials.

**Prerequisite(s):** MK 351. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 401, AGR 401

### **MK 405 - Social Media Marketing**

The advent of online social media has revolutionized the way in which consumers connect with each other as well as the way in which firms

communicate with their target markets. In this class, we will explore the nature of social media networks and the impact they have had on how businesses operate. The course is aimed at examining, in-depth, social media platforms, social media-related brand management strategies and best practices.

**Prerequisite(s):** MK 351. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MK 411 - Marketing Management**

Study of the theoretical foundations, the methods and the environment of marketing, management. Topics include: consumer behavior, product policy, channel management, pricing and promotion.

**Prerequisite(s):** MK 351 and MK 385. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 411

### **MK 453 - Marketing Research and Information Systems**

Examines the application of research methods to the problems of marketing. Consideration is given to research procedures, sources of data and management's use of information for decision making.

**Prerequisite(s):** MG 315 and MK 351. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BA 455

### **MK 455 - Advertising and Promotional Strategies**

A study of the specific role of the various promotional mix elements in relation to the overall marketing strategy.

**Prerequisite(s):** MK 351 and MK 380. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 455

### **MK 463 - Marketing Internship**

The internship must provide an applied/practical experience consistent with a career position filled by a college graduate. The internship will be approved and overseen by the Marketing Program Coordinator (PC) or a business faculty member

approved by the PC. An experience paper is required. One credit hour will be earned by 40 hours of experience connected to the internship learning outcomes.

**Prerequisite(s):** Open only to students who have completed at least 3 of their courses in Marketing and have an overall GPA of 3.0.

**Repeatable for Credit** This class may be repeated to earn a maximum of 6 credit hours at the discretion of the PC.

**Grade:** Pass/Fail

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 3-6

### **MK 491 - Seminar in Marketing**

Intensive studies of selected current issues in marketing through seminars, workshops, and forums.

**Prerequisite(s):** MK 351, MK 411, and MK 453. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MKT 491

### **CN 103 - Elementary Chinese I**

An introductory course with emphasis on pronunciation and the basic elements of grammar; practice in understanding, speaking, reading, and writing. Some lab required.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **CN 104 - Elementary Chinese II**

The introduction of more complex elements of grammar; additional practice in understanding, speaking, reading, and writing. Some lab required.

**Prerequisite(s):** CN 103 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **FR 103 - Elementary French I**

This course will introduce students to the four language skills (speaking, listening, reading and writing) that will enable them, on a limited basis, to understand and communicate about topics of everyday importance. Through various media, students will also learn about cultural differences in the French-speaking world. Some lab required.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **FR 104 - Elementary French II**

This course continues to develop competency in producing the French language, both spoken and written. Emphasis is placed upon student's ability to communicate effectively in short conversations and basic writings, as well as to grasp the meaning of what they hear and read. Some lab required.

**Prerequisite(s):** FR 103 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **FR 201 - Intermediate French I**

Students work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events are discussed in class. A grammar review will be included.

**Prerequisite(s):** Two years of high school French.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FR 202 - Intermediate French II**

A continuation of FR 201. Vocabulary is put to added work in composition.

**Prerequisite(s):** Two and one half years of high school French.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **FR 310 - Independent Readings in French**

Materials and credit to be arranged with the instructor.

**Prerequisite(s):** FR 202 or three years of high school French.

**Repeatable for Credit** May be repeated for up to six hours of credit with permission of the instructor.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **GE 103 - Elementary German I**

Areas covered in this course include: grammar, vocabulary building, conversation, comprehension and writing, with an introduction to German culture and civilization. Some lab required.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **GE 104 - Elementary German II**

This course continues the development of speaking, comprehension, reading and writing skills and study of German culture and civilization begun in

GE 103. Some lab required.

**Prerequisite(s):** GE 103 or equivalent.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **GE 201 - Intermediate German I**

Students work on building vocabulary and comprehension and increasing speaking ability. Everyday life situations and current events are discussed in class. A grammar review of GE 103 and GE 104 is also included.

**Prerequisite(s):** GE 104 or two years of high school German.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **GE 202 - Intermediate German II**

A continuation of GE 201. Vocabulary is put to added work in composition.

**Prerequisite(s):** GE 201 or two and one half years of high school German.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **ML 100-300 - Exploring Modern Languages**

Course designed to allow the teaching of modern languages not found in the normal course offerings.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 3

### **ML 235 - Survey of European Literature**

Introduction to major European literary genres from the earliest expressions to modern times. An examination of the literary, historical cultural position of selected writers and literary movements. Relationships among each country's literary expressions will be emphasized. Special attention will be given to Homer, Dante, Boccaccio, Chaucer, Moliere, Shakespeare, Cervantes, and the Romantic movement in Italy, France, Germany and England.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **ML 251 - Heroes and Rebels in Early European Literature**

From Greek mythology through legends of the Middle Ages to literature of the Renaissance, this course will illustrate great literary contributions of the European tradition, works that still shape thinking in the modern world.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **ML 315 - Selected Topics in Literature and Culture**

An advanced level course that examines issues pertaining to issues of culture, society, literature, and history.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 103 - Elementary Spanish I**

This course offers a broad introduction to the study of the language in its diverse contexts with a focus on grammar, and oral and written comprehension.

Some lab required. Presumes no previous experience with the language.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **SP 104 - Elementary Spanish II**

This course introduces more complex elements of grammar and includes student-generated dialogues, short interviews and brief essays as a basis for the practices of speaking, comprehension, reading and writing skills. Some lab required.

**Prerequisite(s):** SP 103 or equivalent or one year of high school Spanish

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **SP 110 - Spanish for Health Care Professionals**

In this course, students will develop basic speaking, listening, reading and writing skills specific to careers in the health care industry. The course will also explore cultural contexts relating to the provision of health care in multicultural environments. Previous experience with Spanish is not required.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 201 - Intermediate Spanish I**

In this course students review basic concepts of the language while expanding reading comprehension and writing skills. Readings focus on the study of Hispanic cultures.

**Prerequisite(s):** Two years of high school Spanish or permission of the Program Coordinator

**Liberal Education:** LE Humanities  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 202 - Intermediate Spanish II**

A continuation of the grammatical and cultural studies undertaken in SP 201. This course includes content-based projects in the target language.  
**Prerequisite(s):** SP 201 or four years of high school Spanish.

**Liberal Education:** LE Humanities  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** SPN 301

### **SP 203 - Business Spanish I**

An intermediate level review of grammar through the study of business terminology and transactions.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 204 - Business Spanish II**

An advanced intermediate review of grammar through the study of business terminology and cultural interaction.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 205 - Issues in International Business**

A study of global markets accompanied by interactive role-playing, case studies and problem-solving.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 213 - Spanish for Health Care I**

An intermediate level review of grammar through the study of cultural skills and medical terminology when interacting with patients.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 214 - Spanish for Health Care II**

An advanced intermediate level review of grammar through the study of cultural skills and medical terminology when interacting with patients.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 294 - Intermediate Spanish Conversation**

The course consists of a variety of sources and topics for the improvement of oral language skills. Forums for conversation include individual presentations, pair presentations and groups discussion in Spanish based on readings, individual research, movies, plays and excursions. This course includes a review of advanced grammar concepts.  
**Prerequisite(s):** SP 202 or equivalent, four years of high school Spanish.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 295 - Intermediate Spanish Composition**

Writing in Spanish at the intermediate level, including a review of grammar. Short essays and other practical exercises in composition.

**Prerequisite(s):** SP 202 or equivalent.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 301 - Advanced Spanish Conversation**

Based on the viewing of U.S. Latino, Spanish and Spanish American films, this course emphasizes the practice of oral communication skills and analytical approaches to film reviews. Taught in Spanish.  
**Prerequisite(s):** SP 294 or equivalent.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 302 - Advanced Grammar and Composition**

In this course the student develops advanced-level reading and writing skills through the analytical interpretation of short texts by Hispanic writers. Taught in Spanish.

**Prerequisite(s):** SP 295 or equivalent.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SP 310 - Independent Readings in Spanish**

Material and credit to be arranged with the instructor.

**Prerequisite(s):** SP 202 or four years of high school Spanish.  
**Repeatable for Credit** May be repeated for up to six hours of credit with permission of the instructor.  
**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3



### **SP 311 - Culture and Civilization of Spain**

Further development of written and spoken Spanish through the study of the culture and civilization of Spain. This course is taught in Spanish.

**Prerequisite(s):** SP 294 and SP 295 or equivalent.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 312 - Cultures and Civilization of Spanish America and the Hispanic Caribbean**

Taught in Spanish, this course examines aspects of the history and cultures of Spanish America and the Hispanic Caribbean from pre-Columbian to contemporary times. Topics covered include: indigenous civilizations, the Spanish Conquest and occupation, the legacies of empire, dilemmas of national development, the changing roles of women, military dictatorships, and the "disappeared," contemporary Indian cultures and social realities, the narcotic industry, "third-world" debt and issues of national sovereignty.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 320 - U.S. Latino Cultures and Literatures**

An advanced course that examines issues pertaining to U.S. Latino culture, society, literature, and history.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 322 - Reading Cervantes' Masterpiece: Don Quixote**

Taught in English, this course examines Don Quixote with consideration of the Exemplary Novel and the background of Renaissance Prose. Open to Spanish and non-Spanish majors.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 384 - Professional Service Learning Experience for Spanish**

Designed to support successful completion of an on- or off-campus service learning by providing academic readings, research, and dialogue to enhance the experiential learning. This course is

designed for active participation in community-based organizations that require the use of Spanish with clients. Students will have the opportunity to encounter real-life experiences that will allow them opportunities to expand their knowledge and develop critical thinking and problem solving skills. At least one semester prior to enrolling, the student must submit a description of the service learning and proposed academic complement for approval by his/her faculty mentor. Conducted in Spanish and English

**Prerequisite(s):** Junior or senior status.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 394 - Introduction to the Literature of Spain**

Presents key works of Spanish literature, from the Middle Ages to contemporary times. The selection of texts is designed not only to introduce major writers, but also to seek further insights into the Spanish culture. This course is taught in Spanish.

**Prerequisite(s):** SP 301, SP 302 or equivalent.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 395 - Introduction to the Literatures of Spanish America and the Hispanic Caribbean**

Taught in Spanish, this course explores the literature of Mexico, Central and Spanish America.

**Prerequisite(s):** SP 294 and SP 295 or equivalent, or permission of the Department Chair.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SP 399 - The Major Capstone Project**

An individual or joint research project that involves hands-on learning with a written report in Spanish and a final oral presentation in Spanish of the work undertaken.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 105 - Ensemble**

The study and performance of music for instrumental or vocal groupings.

**Repeatable for Credit** May be repeated for credit.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 120 - Chamber Music**

Study and performance of music for chamber orchestra.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated up to 4 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 130 - Collaboration**

Developing skills of playing music for chamber orchestra.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated for credit up to 6 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 205 - Music Appreciation**

A course designed to acquaint the student with the basic materials and history of music. Emphasis is on aural analysis and attendance at live performance.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 210 - Music in a Global Society**

A study of the role that music and musicians have played voluntarily or otherwise in politics, religion and social issues. Specific works ranging from instrumental music through opera, liturgical music, musical theatre and popular music are discussed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 220 - Musicianship Development**

This course offers students a greater insight into enhancing listening and perceptive skills by attending concerts, preparing aural and written critiques, and observing lessons with faculty outside their primary instrument.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** This course may be repeated for credit up to 6 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 221 - Music Theory I**

A study of the fundamentals of harmony and basic elements of sight-singing, melodic dictation, rhythmic dictation, keyboard, timbre, texture, and form used both in aural and visual analysis.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 222 - Music Theory II**

A continuation of the fundamentals of harmony and basic elements of sight-singing, melodic dictation, rhythmic dictation, keyboard, timbre, texture, and form used both in aural and visual analysis.

**Prerequisite(s):** MU 221

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 230 - Performance**

Opportunity to perform in a simulated concert environment with critical feedback.

**Prerequisite(s):** (Majors Only).

**Repeatable for Credit** May be repeated for credit a limit of 4 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 260 - Introduction to Music**

A comprehensive survey of Western music from its known beginnings to the present.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** MU 250

### **MU 280 - Orchestra**

Study and performance of music for orchestra.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated for credit up to 6 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 290 - Applied Music**

Individual lessons offered in piano, violin, viola, and cello.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated for credit up to 6 times.

**Lecture Hours: 2 Lab Hours: 1 Credits: 2**

### **MU 320 - Chamber Music**

Study and performance of music for chamber orchestra.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated up to 4 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 321 - Music Theory III**

A continuation of MU 221 and MU 222, with a further study and analysis of modulation, altered chords, modes, chromaticism, and devices used in contemporary music. Studies will be applied to written, aural, and keyboard skills.

**Prerequisite(s):** MU 222

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MU 322 - Music Theory IV**

A continuation of MU 321, with a further study and analysis of modulation, altered chords, modes, chromaticism, and devices used in contemporary music. Further studies will be applied to written, aural, and keyboard skills. Course has a required laboratory session.

**Prerequisite(s):** MU 321

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MU 330 - Collaboration**

Developing skills of playing with other musicians.

**Prerequisite(s):** (Majors Only)

**Lecture Hours:** 2 **Lab Hours:** 2 **Credits:** 2

### **MU 345 - Music History: Medieval, Renaissance and Baroque**

An introduction to the music literature from ancient times to 1700.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MU 352

### **MU 346 - Music History: Classic**

Survey of western art music of the pre-Classical and Classical periods. Representative works and composers will be studied and analyzed in relation to the stylistic principles of the period, and these will be examined in the context of European historical and cultural developments.

**Prerequisite(s):** MU 345

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** MU 354

### **MU 347 - Music History: Romantic**

Survey of western art music of the Romantic period, commencing with Beethoven and proceeding through the early 20th century. Representative works and composers will be studied and analyzed in relation to the stylistic

principles of the period, and these will be examined in the context of European historical and cultural developments.

**Prerequisite(s):** MU 346

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MU 348 - Music History: 20th-century to Present**

Survey of western art music from the early 20th c. through the present day, commencing with music of the post-romantics, and proceeding through contemporary styles. Representative works and composers will be studied and analyzed in relation to the stylistic principles of this period.

**Prerequisite(s):** MU 347

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MU 355 - Orchestral Repertoire**

The study, rehearsal and performance of orchestral repertoire.

**Prerequisite(s):** (Majors only)

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **MU 356 - Orchestral Repertoire (Majors only)**

The study, rehearsal and performance of orchestral repertoire.

**Prerequisite(s):** (Majors only)

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **MU 360 - Special Topics**

Intensive study of an area of music selected by the instructor on the basis of student need or current issues.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **MU 365 - Orchestration**

A study of the orchestral instrument families with exercises in writing scores for instrumental ensembles. Emphasis is placed upon full orchestra with secondary attention given to small ensembles.

**Prerequisite(s):** Instructor's approval.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **MU 374 - Directed Study**

(for all other pedagogy needs)

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **MU 415 - Independent Study in Music**

This course offers the student minoring in music the opportunity to research a focused topic in music, to compose a significant musical work, or to perform a significant work or set of works. The final product will be a fully developed research paper, a finished original musical score, or a significant performance.

**Prerequisite(s):** permission of artistic director.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **MU 420 - Musicianship Development**

This course offers students a greater insight into enhancing listening and perceptive skills by attending concerts, preparing aural and written critiques, and observing lessons with faculty outside their primary instrument.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** This course may be repeated for credit up to 6 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 430 - Performance**

Opportunity to perform in a simulated concert environment with critical feedback.

**Prerequisite(s):** (Majors Only).

**Repeatable for Credit** May be repeated for credit a limit of 4 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 449 - Music Management Workshop**

Students will be exposed to the processes in advising, representing and furthering their respective careers as artists: focusing on the establishment of mutually beneficial working relationships with management. Topics include the mechanics of talent booking and contracting, union and government relations, fee/commission structures, and contractual considerations.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 455 - Orchestral Repertoire**

The study, rehearsal and performance of orchestral repertoire.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 456 - Orchestral Repertoire**

The study, rehearsal and performance of orchestral repertoire.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 480 - Orchestra**

Study and performance of music for orchestra.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated for credit up to 6 times.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **MU 490 - Applied Music**

Individual lessons offered in piano, violin, viola, and cello.

**Prerequisite(s):** (Majors Only)

**Repeatable for Credit** May be repeated for credit up to 6 times.

**Lecture Hours: 2 Lab Hours: 1 Credits: 2**

### **NS 220 - Applied Statistics and Experimental Design**

The applied use of statistics in the natural sciences. This course will provide an overview of statistics important to biological investigation, hypothesis testing, sampling protocol, and experimental design. Emphasis will be placed on computer statistical packages, natural science data, and application and interpretation of these statistics. Students will be introduced to several common statistical tests, including one- and two-sample hypothesis testing, analysis of variance (ANOVA), correlation, regression, and chi-squared tests with nonparametric alternatives briefly discussed.

**Liberal Education:** LE Natural Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NS 241 - Philosophy and History of Science**

A history of science is presented in terms of the multicultural aspects of our scientific heritage. Focus is upon the nature of scientific inquiry and the social factors affecting the participation of

diverse groups of individuals in the advancement of science.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NS 302 - Current Literature in the Natural Sciences**

The goals of this course are to learn to read and critique research papers; to learn to present a polished, professional summary of a recent paper; and to acquire background information for appropriate scientific seminars.

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 1

### **NS 304 - Science, Technology, and Society**

Relationship between science, technology, and society. Topics include: the two cultures, the relationship between basic science and technology, the effects of technology upon society, and possible future technologies.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SC 304, SCI 304

### **NS 306 - Writing and Ethical Practices in Science**

This course will focus on scientific writing and the ethical considerations involved in the process of contributing to the scientific literature base. Students will engage in numerous writing activities and will explore the context and ethical considerations of performing scientific research and publication of results.

**Prerequisite(s):** EN 105, EN 106, NS 302, and 60 accumulated hours.

**Note:** This is the second course of a three semester scientific communication sequence (NS 302, NS 306, and NS 401) which is required of Biology and Chemistry majors. This course is to be taken during the junior year and will satisfy the EN 306\* and the Ethics LE requirements for Biology and Chemistry majors. **Liberal Education:** LE Ethics, Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** BIO 306, BI 306, BI 290

### **NS 401 - Natural Science Seminar**

A regularly scheduled seminar based on formal presentations of students, faculty, and guests. The presentations are based upon current periodical literature, and the presentation of an abstract and bibliography is required.

**Note:** Required of all senior students within the school as designated by the department.

**Repeatable for Credit** May be repeated for credit.

**Lecture Hours:** 2 **Lab Hours:** 0 **Credits:** 1

**History:** MNS 401

### **NU 310 - Transitions to Professional Nursing (8 weeks)**

This is a seminar discussion course to introduce and orient the Baccalaureate student to the Nursing Program. Exploration of transition processes to the BSN role, collegiality, emotional intelligence, and professional aspects of the BSN prepared nurse are emphasized.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 325 - Healthcare Informatics**

Exploration of the use of computer technology in the management of individuals, groups, or organizations in the healthcare arena. Emphasis is on becoming knowledgeable and competent with available resources useful in patient care settings.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 332 - Pharmacology for Clinicians**

This course will encompass nursing management for drug therapy including pharmacotherapeutics, pharmacokinetics, pharmacodynamics, contraindications and precautions, adverse effects, and drug interactions. The course addresses drug therapy as it relates to information for the patient including gender, health status, lifespan, lifestyle, environment, and cultural considerations. Other topics included are drug development and ethical considerations, core ethical principles of pharmaceutical research, drug standards and legislation, the Nurse Practice Act, and initiatives to combat drug counterfeiting. Complementary and alternative therapies will be explored. The course will provide an overview of drug and substance use disorder, safety and quality of medication administration and self-administration education for the patient.

**Prerequisite(s):** NU 310, NU 325, NU 339.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 339 - Health Assessment and Physical Examination**

Health Assessment and Physical Examination will expand the knowledge on the most efficient methods in health assessment and the most logical method of data retrieval. This course will include an increased focus on reviewing and expanding the practicing nurse's knowledge base to include physical assessment beyond their current practice area, including expected findings and variations in generally healthy people to a comprehensive study of abnormal findings using conceptual approach. The conceptual approach will span holism, elicitation of self-care behaviors, discussion with the patient to promote a healthier lifestyle, education on self-examination. This course will also address continue to develop cultural competencies in the nurse's role to meet the changing needs of a global society.

**Prerequisite(s):** NU 310, NU 325, NU 332.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 355 - Pathophysiology for Clinicians**

This course provides an understanding of the physiological process underlying human disease. The course emphasizes a systems approach to pathophysiological process associated with altered health states and its clinical manifestations. Multiple examples and case studies will be discussed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 359 - Gerontology**

This course examines the physical, psychological, sociocultural, and spiritual aspects of aging. The health of older adults is studied with the emphasis on health promotion, illness prevention, and the management of common disease processes of aging individuals. End of life issues, care of dying individuals and adaptations in the provision of nursing care to the older individual are discussed.

**Prerequisite(s):** NU 310, NU 325, NU 339, NU 332  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 400 - Global Health Care Perspectives**

An investigation of current topics associated with global health with an emphasis on the role of the nurse in global health care. Topics include the effect of disease upon populations, role of the RN in global health care issues, and health promotion activities to minimize the effects of disease.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 405 - Health Promotions in Society**

Health Promotions addresses primary, secondary and tertiary care including models, theories and strategies used in nursing practice for individuals, families, models, theories and strategies used in nursing practice for individuals, families, and diverse and changing populations across the globe. This course will further develop the nurse's role in health promotion to envision potential problems in order to institute actions to facilitate the health, well-being and the relief of suffering. A key focus is the ongoing development of interventions to promote and prepare the practicing nurse to deploy strategies that address growth and development, nutrition, exercise, stress management, and holistic health strategies for optimal wellness and disease prevention across the lifespan. Health Promotion will also address global trends that introduce risk factors impacting healthy people all over the world by combating disease and illness to ensure the safety of populations.

**Prerequisite(s):** NU 310, NU 325, NU 339, NU 332

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **NU 410 - Community Health Nursing Practice**

This course combines an investigation of community health theory with clinical application. Emphasis is placed on the role of the RN in implementing community based health care processes. This course is composed of 3 credit hours theory and 1 credit hours of clinical applications.

**Lecture Hours:** 3 **Lab Hours:** 1 **Credits:** 4

### **NU 420 - Leadership and the BSN Role**

An analysis and critique of management issues facing nursing leaders using theoretical and clinical applications. This course is composed of 3 credit hours for theory based applications and 2 credit hours for clinically based applications.

**Lecture Hours:** 3 **Lab Hours:** 2 **Credits:** 5

### **NU 450 - Evidence-based Practice**

This course focuses on core theoretical concepts of nursing practice: health, wellness, illness, holism, caring, environment, and self care, uniqueness of persons, interpersonal relationships and decision making. This course helps the student understand Nursing's unique contribution to meeting societal needs through integrating theory, research, and practice. Emphasis is placed on the development of students' skills in using the research process to define clinical research problems and to determine the usefulness of research in clinical decisions related to practice. The critique of Nursing and Nursing-related research studies is emphasized in identifying applicability to practice.

**Prerequisite(s):** NUR 280, NUR 320, NUR 338, NUR 356 or permission of the department.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NU 455 - Integrative Practice in Nursing**

A capstone course to integrate the theoretical and practical application of nursing as a profession. This seminar course assists the student in focusing on professional development and life-long learning.

**Prerequisite(s):** Departmental approval.  
**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NUR 280 - Introduction to Professional Nursing**

Nursing is defined as both an art and a science. This course focuses on the role of both parts of the definition in the creation of the professional Nurse and their links to the care of individuals and the health and wellness needs of the world. Topics reflect Nursing history and theory, concepts linked to Nurses such as caring, emotional intelligence, communication, cultural competence, interdisciplinary relationships, Nursing Process, evidence based practice, and professional development.

**Prerequisite(s):** Acceptance to the BSN Pre-Licensure program.  
**Lecture Hours: 2 Lab Hours: 0 Credits: 2**

### **NUR 320 - Concepts of Nursing Fundamentals**

This combined theory and clinical course introduces fundamental nursing principles and psychomotor skills related to the provision of safe,

quality care. Students are introduced to the nursing process and the basic needs of individuals across the lifespan. Clinical experiences provide students opportunities to practice psychomotor skills.

**Prerequisite(s):** Acceptance into the BSN program

**Lecture Hours: 4 Lab Hours: 3 Credits: 7**

### **NUR 330 - Clinical Applications of Pharmacology**

This course focuses on the principles of pharmacology and the nurse's role in ensuring safe administration of medications. Evidence-based practice guides understanding of pharmacodynamics and pharmacokinetics of specific prototypes in selected drug classifications. Diverse patient variables, including genetics, health status, lifestyle, environment, and culture, are considered when planning patient care. The nurse's role in ensuring legal, ethical, and safe medication administration and patient teaching that fosters patient engagement is emphasized.

**Prerequisite(s):** NUR 320 , NUR 352 , NUR 338 or permission of department.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NUR 335 - Adult Health I**

This combined theory and clinical course focuses on safe, patient-centered care of diverse backgrounds. Evidence-based practice guides nursing care of patients with commonly occurring conditions. Emphasis is placed on health promotion, disease management, and inter-professional care. Apply clinical judgement and create safe environments that result in high quality patient outcomes.

**Prerequisite(s):** NUR 280, NUR 352, NUR 320, NUR 338, or permission from the Nursing Department

**Lecture Hours: 4 Lab Hours: 3 Credits: 7**

### **NUR 338 - Health and Physical Assessment**

This combined theory and laboratory course prepares students to perform comprehensive and focused health assessments on an adult populations and developmental considerations across the lifespan. Analyze the impact of normal and abnormal physiological, psychological, sociocultural, and lifestyle changes on the individual's health. Develop health promotion

strategies to address safety and health risks. Emphasis is placed on using effective communication techniques, maintaining an individual's personal and social dignity, and providing client-centered care.

**Prerequisite(s):** Admission to the BSN major  
**Lecture Hours: 3 Lab Hours: 1 Credits: 4**

### **NUR 344 and 344L - Clinical Immersion**

This course will support role transition, prioritization, and delegation skills for the new RN through a clinical immersion experience that places them with a practicing RN preceptor. Roles of the baccalaureate generalist nurse at the novice level will be facilitated through the experience. Theory concepts to be presented include patient safety, care of diverse and vulnerable populations, patient advocacy, and genetics and genomics.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 356, NUR 357, NUR 410, NUR 435, and NUR 450 or permission of department.

**Lecture Hours: 1 Lab Hours: 3 Credits: 4**

### **NUR 352 - Pathophysiology for Nurses**

This theory course utilizes knowledge from the anatomy and physiology to identify the physical and biological abnormalities that result in disease and injury. Using a system's approach, etiologies, risk factors, epidemiology, clinical manifestations, complications, and prognoses of disease states are examined. As a foundation for nursing practice, students begin to develop clinical judgment required to manage disease and promote health.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NUR 356 - Mental Health Nursing**

This combined theory and clinical course focuses on the care of patients who have mental health alterations across the lifespan. The theory component is organized around the major categories of behavioral health disorders. Using the nursing process as a framework, health promotion and disease management are addressed. Inclusion of evidence-based nursing practice and the focus on establishing and maintaining therapeutic nurse-patient relationships is included. Nursing care that promotes the dignity and unique needs of each individual are emphasized.

**Prerequisite(s):** NUR 280, NUR 352, NUR

320, NUR 338, or permission from the Nursing Department

**Lecture Hours: 3 Lab Hours: 1 Credits: 4**

### **NUR 357 - Gerontology**

This course focuses on the concepts of aging in society and strategies to assist older adults achieve optimal quality of life. Social, economic, and health service implications on health policy and society are analyzed. Physical, psychological, sociocultural, economic, and spiritual needs of older adults are explored. Respect, support and delivery of palliative and end-of-life care is emphasized.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 356, NUR 450 or permission of the Nursing Department

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **NUR 410 - Community Health**

This combined theory and clinical course focuses on populations and the provision of care of individuals, families, communities, aggregates, systems, and populations. The course includes an introduction to the roles of public health and community-based nursing with a local and global population perspective. The course emphasizes safe, quality care that incorporates public health sciences of epidemiology, environmental health, health policy, community assessment, and community interventions.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 352, NUR 356, NUR 450, or permission from the Nursing Department

**Lecture Hours: 3 Lab Hours: 1 Credits: 4**

### **NUR 419 - Women, Children, and Families**

This combined theory and practice course studies health-related topics specific to women, pediatrics, and families. Learning will include evidence-based practice required to provide safe, quality care including that of health promotion and risk reduction. A focus on patient and care-giver education and growth and development is included.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 338, NUR 335, NUR 356, NUR 357, NUR 410, NUR 435, NUR 450 or permission of the Nursing Department.

**Lecture Hours: 4 Lab Hours: 2 Credits: 6**



## **NUR 435 - Adult Health II**

This combined theory and clinical course builds upon Adult Health I with a continued focus on safe, patient-centered of diverse backgrounds. Evidence-based practice guides nursing care of patients with emergent and complex health conditions. Emphasis is placed on health promotion, disease management, and inter-professional care.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 352, NUR 356, NUR 450, or permission from the Nursing Department

**Lecture Hours:** 4 **Lab Hours:** 3 **Credits:** 7

## **NUR 450 - Evidence-Based Practice**

This course focuses on the introduction and application of evidenced-based practice as it applies to the nurse generalist. This course guides the student's understanding of nursing's unique contribution through integration of theory, research, and practice. The student will utilize research to identify best practice, promote patient safety, and improve patient outcomes.

**Prerequisite(s):** NUR 280, NUR 320, NUR 338, and NUR 352 or permission of the Nursing department.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

## **NUR 460 - Nursing Leadership**

This course focuses on the role of the professional nurse as a leader in a dynamic healthcare delivery system. Clinical reasoning, evidence-based practice, and clinical decision making in multicultural healthcare environments are evaluated. Socio-cultural, economic, legal, and political factors related to nursing and healthcare are analyzed.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 356, NUR 357, NUR 410, NUR 419, NUR 435, NUR 450, NUR 475 or permission of the Nursing department.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

## **NUR 470 - Special Topics in Nursing**

This variable credit course is a student designed learning opportunity in collaboration with an assigned faculty member. Emphasis areas include a variety of nursing practice, professional, or related topics/concepts.

**Prerequisite(s):** Approval of Department Chair.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

## **NUR 475 - Clinical Immersion**

This combined theory and concentrated clinical course provides students the opportunity to synthesize knowledge and skills into the role of the baccalaureate generalist nurse. Students experience intra-interprofessional collaboration in providing nursing care a preceptor. Students are given expanded opportunities to further develop nursing judgment and utilize principles of management and delegation with a focus on safe, quality care. The theory component prepares students for membership in the nursing profession.

**Prerequisite(s):** NUR 280, NUR 320, NUR 330, NUR 335, NUR 338, NUR 356, NUR 357, NUR 410, NUR 435, and NUR 450 or permission of the department.

**Lecture Hours:** 1 **Lab Hours:** 3 **Credits:** 4

## **PA 250 - Special Topics in Fire Service Management**

This course is designed specifically for the Bachelor or Public Administration/Fire Services Management program and includes such topics as: fire investigation, fire administration, fire inspection, building and fire codes, environmental laws, regulations, and environmental management, marketing and public relations, applied environmental laws and regulations, and hazardous materials management and planning.

**Repeatable for Credit** May be repeated up to a total of 12 hours (permission of department chair required).

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 250

## **PA 330 - Public Administration**

Principles and problems of public administration in America. Special attention is given to the problems of democratic control and the development of basic concepts of the field.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 330, PA 225

## **PA 331 - Public Organizations**

A study dealing with public organization design and the impact public organizations have upon those who work in them or deal with them. Topics include: public organization information and control systems, decision making in public

organizations, the environment of public organizations, organizational behavior and innovation in public organizations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 331, PA 335, PAD 335

### **PA 333 - Public Management and Leadership**

The study of managerial functions, processes, ethics, and practices in public organizations. Topics may include goals, objectives, policies, organizational structures, and decision-making theory and practice in public organizations.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 333

### **PA 334 - Public Personnel Administration**

Analysis of the various functions of public personnel administration including: recruitment, placement, training, salary, evaluation, retirement, personnel problems, labor relations, collective bargaining, ethics, merit systems, and EEO programs.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 334, PA 337, PAD 337

### **PA 342 - Administrative Politics**

Examines the skills involved in interacting with the public, private groups, legislative bodies, advisory committees, political appointees, other administrative agencies, and other levels of government. The ethical problems of such relationships are also considered.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 335

### **PA 345 - The Media and Public Administration**

An analysis of the relationship between public administrators and the media from the standpoint of (a) the public relations efforts of administrators, and (b) the reporting of the media.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 336, PA 465, PAD 465

### **PA 350 - Budget and Finance**

An analysis of public budgeting at the national, state and local levels of government, including the relationship of the federal budget to fiscal policy. The politics of the budgetary process are examined as well as various types of budgets. The influence of intergovernmental transfer payments is also reviewed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 332, PA 338, PAD 338

### **PA 360 - Special Topics in Public Administration**

This course examines selected issues affecting public administration.

**Repeatable for Credit** This course may be repeated for credit when topics are changed, but only one applicable special topics course can be applied toward each emphasis area.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PA 380 - Public Service Values**

This course examines values and the public good relative to public service, including ethical decision-making and professional responsibility.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PA 390 - Administrative Law**

The study of administrative agencies, their rule making powers, adjudicatory functions and judicial control over such agencies. Areas covered include: the scope of administrative power, judicial review, regulatory law, due process, and personal liability of public servants.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**  
**History:** PO 337

### **PA 404 - Capitalism and Societal Issues**

This course examines current societal trends and public debates relative to the dynamic interface of capitalism, economic concepts and principles. Students use a framework of foundational analytical tools in exploring these issues.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PA 430 - Research in Public Administration**

Students undertake research proposals that address issues of relevance to the field of public administration, including in relation to a student's area of emphasis or areas of emphasis, and will be determined in consultation with the instructor. This course can only be applied towards one emphasis area.

**Prerequisite(s):** EN 105 and EN 106. All prerequisites must be passed with a C or better.

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 430

### **PA 431 - Senior Seminar in Fire Services Management**

Through research, students demonstrate a comprehensive integration of the degree-oriented study of fire services management. Research emphasis will be upon the interrelationship of management and the various fields within fire services to the field of Public Administration.

**Prerequisite(s):** EN 105, EN 106, and taken during final 12 hours prior to graduation. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 428, PA 484

### **PA 432 - Senior Project in Public Administration**

Through research, students should be able to demonstrate a thorough integration of the courses taken and skills learned in Public Administration, including in relation to a student's area of emphasis or areas of emphasis. Case studies and/or practical problems will be examined.

**Prerequisite(s):** EN 105, EN 106, and taken during final 12 hours prior to graduation. All prerequisites must be passed with a C or better.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 403

### **PC 202 - Introduction to Peace Studies**

This survey course is designed to introduce students to various definitions of peace, especially positive peace, and the obstacles faced in peacebuilding. This course will also discuss theories of conflict and peace; explore the major causes of direct and structural violence; discuss how positive peace can be sustained; and analyze the comparative success of various strategies such as non-violence. The

course will provide students with tools to analyze conflicts and peacebuilding initiatives.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PC 200

### **PC 300 - Nations At War: People of Peace**

A contemporary and historical study of current international conflicts. Considers perspectives and strategies of contemporary peacemakers and peacemaking organizations. Analyzes the political, economic and cultural factors causing international conflict and students imagine concrete alternatives for peace building that maximizes justice.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PC 308 - Religion, Conflict and Visions of Peace**

**Crosslisted:** RE 308 Religious communities frequently have bold visions of peace and justice and yet may be major contributors to violence and oppression. Students will engage in meeting first hand religious communities in metro Kansas City as well as exploring key beliefs and practices through readings and class discussion. Accurate and empathic understandings of different faiths will be combined with critical examination of their propensities for peace and justice-making historically and in contemporary conflicts worldwide. Contemporary conflicts will include the USA, Northern Ireland, Bosnia, the Middle East, Africa, and the Indian sub-continent.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PC 315 - Global Peace Issues**

An examination of current global peace issues in the context of globalization. Issues covered will include the nature of globalization, different ways of defining security, the phenomenon of new or postmodern wars, terrorism, human rights, poverty and development, climate change, gender, immigration, international organizations, AIDS etc. Uses a symposium approach focusing on ideological visions and analyses of the issue and possible solutions that promote peace, security and human well being.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PC 321 - Interpersonal Conflict Resolution**

**Crosslisted:** CA 321 Presents various strategies for dealing with conflict in a positive manner. Emphasizes the development and practice of skills of listening, assertiveness, problem solving, conflict management, and mediation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PC 385 - The History of Peace**

A study of the quest for peace and the partnership way of human community from pre-history to the present. The approaches to peace from as many cultures and academic disciplines as possible are pursued, acknowledged, and evaluated. The lessons from the dominant paradigm of social organization and the history of war are used to clarify the proposition that an equally valid history of peace exists.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 101 - Introduction to Philosophical Thinking**

An entry into philosophy by one of two routes: an exploration of philosophical problems through reading and discussing selections from the great thinkers or a lecture-discussion survey of philosophy conceived in the broadest fashion.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PHL 101

### **PH 102 - Introduction to Ethical Thinking**

An exploration of what things have value and proposals about how people ought to live their lives including relativism, utilitarianism, Kantian ethics, and virtue ethics. This course also emphasizes the application of these proposals to personal life and contemporary social issues.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 103 - Fundamentals of Logic**

Principles of sound analytical reasoning. Topics include: analysis of propaganda and sources of prejudice, fallacies in reasoning and speech; the

logic of the syllogism with techniques for testing validity; and the basic apparatus of symbolic logic.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PH 211, PHL 111

### **PH 205 - The Meaning of Life**

Students in this course participate in the quest for meaning in life through reading and discussion of the contributions of philosophers, religious prophets, poets and writers, and through talking with persons who seem to have achieved meaning in their own lives. Students are expected by the end of the course to have formulated in writing or some other medium a statement of where they are in their personal quests.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 217 - Ancient and Medieval Philosophy**

A survey of the central figures of classical and medieval philosophy, including the early Greek thinkers, Socrates, Plato, Aristotle, Augustine, and Aquinas. Their contributions to the development of science, religious thought, and social and political theory are studied.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 220 - History of Political Philosophy**

**Crosslisted:** PO 220 An analysis of political philosophy in its historical perspective, with a special examination of the influences of political philosophy on political institutions and on the development of political science.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 221 - Ethics and Society**

Applies the insights of philosophical ethics to value questions that require public decision. Content of the course description will vary according to the choice of the instructor. Possible topics include abortion, capital punishment, euthanasia, use of natural resources, nuclear concern or censorship.

**Liberal Education:** LE Ethics

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 223 - Modern Philosophy**

A survey of select figures in 16th-18th century European philosophy (e.g., Descartes, Spinoza, Leibniz, Hobbes, Locke, Berkeley, Hume, Kant) and how they have shaped modern scientific, religious, ethical and political thought.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 303 - Philosophy of Science**

An examination of the philosophical assumptions of both the natural and the social sciences. Topics include: the distinction between science and non-science; the nature and types of scientific explanation; the structure and function of scientific laws and theories; the problems and paradoxes of confirmation and disconfirmation; the role of mathematics and models of science; the basis for probability and induction; and the relationship between science and values.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: PHL 303**

### **PH 308 - Business Ethics**

An inquiry into the role of ethics in business situations. Topics considered include: ethical considerations in management, accounting, marketing, and international business; conflicts of interest, whistleblowing, employee rights and responsibilities; and the impact of business on the environment. Emphasis is put upon the study of specific cases with attention to the sometimes conflicting demands of profit maximization and societal well-being.

**Liberal Education: LE Ethics**

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: PHL 308**

### **PH 310 - Independent Study in Philosophy**

An opportunity for students to pursue a special interest not covered by regular course offerings. Material and credit arranged in consultation with instructor. May be repeated for credit with permission of department.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **PH 316 - Time, Identity, and Change**

What is a person? Do humans have free will? Is everything we do pre-determined? What is a cause? Is time real? Do the past and future exist? How can

objects or persons persist through time? How can simple objects combine to form more complex objects? This course examine philosophical answers to these questions, including: Perdurantism, Endurantism, Austere Nominalism, Universalism, A and B Theories of Time, Counterpart Theory, Mereological Nihilism, Constitution Theory, Libertarianism, Compatibilism, Hard Determinism.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 317 - Knowledge, Skepticism, and Evidence**

How can we be sure of anything? How do you know you are not living in a virtual reality right now? What is knowledge? Do you have to *know that you know* in order to know? What counts as good evidence, and when do you have enough evidence to be justified in believing something? How can cognitive science and psychology help us answer these questions? Is knowing a virtue? Can a claim be *partially* true? Is truth valuable? May you believe without evidence?

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: PH 315**

### **PH 319 - Philosophy of Religion**

Fundamental questions about religion are considered. Does God exist? If so, what is God's nature? Of what significance is mysticism? What happens (if anything) at death?

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: PHL 319**

### **PH 320 - Philosophy of Mind**

Survey of philosophical issues about the mind and body, including mind/body dualism, functionalism, physicalism, consciousness, and whether machines can be conscious.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 325 - Ethical Theory**

In-depth exploration of the foundations of ethical thinking, including utilitarianism, Kantian ethics, virtue ethics, contractarianism, and care ethics as well as other issues surrounding the theoretical side of ethics.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 326 - Contemporary Political Philosophy**

Survey of developments in political philosophy after John Rawls. Includes anarchism, modern libertarianism, egalitarianism, communitarianism, feminist political philosophy, multiculturalism, and cosmopolitanism.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 328 - Aesthetics**

Examination of philosophical issues surrounding art, beauty, and the sublime.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 331 - Philosophy in Literature**

Philosophical issues found in novels, poetry, and/or short stories chosen by the instructor as well as an the examination of the phenomenon of literature itself.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PH 350 - Special Topics in Philosophy**

This course deals with various topics in philosophy, especially those which involve interdisciplinary studies or studies concerning contemporary issues in culture and society.

**Repeatable for Credit** May be repeated for credit with change in topic.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PK 103 - College Reading Improvement**

A course for the student who needs individualized instruction to improve reading comprehension and vocabulary skills. The course will include instruction in basic study skills, note taking and test taking. VA benefits might not be available for this course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PK 110 - Introduction to College Study Skills**

Provides students with strengthening skills necessary for success in college classes. Emphasizes basic communication skills. Students will learn to read textbooks and library materials, listen to lectures, write examinations, speak in class

discussions, and give oral reports. VA benefits might not be available for this course.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PK 117 - Principles of Composition in Review**

An individualized program designed for students who need additional practice in composition skills in preparation for writing competency examination.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PK 119 - Self and Career Exploration**

This seven-week course is especially for the student who is unsure of what career or major to choose. Students learn through self-discovery exercises and various printed and computerized career resources. This course is geared toward teaching students to make thoughtful and more satisfying career/major choices.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **PK 120 - Computer Keyboarding**

Designed to offer techniques and basic skills of typing, with emphasis upon formation of correct typewritten techniques, mastery of the keyboard, and performance of basic typing operations. Credit may be given when the student passes a comprehensive test and demonstrates ability to type at 35-40 wpm. This is a pass/fail course requiring students to demonstrate the skills listed by the end of the term.

**Grade:** Pass/fail

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PK 308 - Assertive Career Building**

This seven-week course is designed for the junior or senior who is preparing to graduate and enter the world of work. Course topics include effective resume writing, interviewing and contact building.

**Lecture Hours: 1 Lab Hours: 0 Credits: 1**

### **PO 100 - American Politics and Citizenship**

An examination of the role of the citizen in the American political system on the local, state and national levels of government. The impact of urbanization, bureaucratization and technology will

be emphasized with reference to their historical development and international dimensions.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 141, PSC 101

### **PO 200 - American National Government**

A survey of the functions and processes of the three branches of American national government. The changing roles of the branches and their relationship to the public will be emphasized.

**Liberal Education:** LE Citizenship

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 201 - State and Local Government**

A critical survey of the major trends in state and local government in the United States, with special emphasis on the governmental practices of state governments and the problems of municipal governments.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 202 - Introduction to Law**

Descriptions of American law, language and processes. Subjects include, but are not limited to: the purposes of law, civil law, criminal law, torts, contracts, family law, rights and liberties.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 205 - Constitutional Government and Citizenship**

This course covers the principles, provisions and history of the United States Constitution and the Missouri State Constitution. The concept of citizenship both legal and philosophical, will also be emphasized.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 210 - Comparative Political Systems**

Introduction to the concepts and approaches in the field of comparative politics and government. Included is the comparative analysis of political institutions, processes, and problems in selected countries.

**Liberal Education:** LE Citizenship

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PSC 402

### **PO 216 - International Relations**

An introduction to the study of international relations focusing on the interactions of post-World War II international systems, politics, and organizations.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 211, PO 212, PSC 212

### **PO 220 - History of Political Philosophy**

**Crosslisted:** PH 220 An analysis of political philosophy in its historical perspective, with a special examination of the influences of political philosophy on political institutions and on the development of political science.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 414

### **PO 303 - Legal History**

A survey of the history of law, with emphasis on major historical periods and codifications. A major portion of the course deals with the development of the law in the United States. Special attention is paid to theories of law such as natural law, trends in today's law, and the relationship of law to government and society.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 304 - Constitutional Law**

A seminar-type study of the basic principles of American government and fundamental rights as interpreted by the Supreme Court. Briefs of selected cases are discussed.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 416

### **PO 310 - Parties and Elections**

A study of the structure and uses of pressure groups, political parties and elections in the United States. The central concern of the course is the development of a realistic understanding of the political process.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 411, PSC 411

### **PO 320 - American Foreign Policy**

Contemporary foreign relations policy of the United States. An analysis of the factors affecting American foreign policy is undertaken. The governmental institutions concerned with development and execution of foreign policy are examined.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 323 - Congress and the Presidency**

This course examines the interrelationships between two of the three branches of our federal government. It is designed to provide a basis for understanding how relations between Congress and the President impact the formulation, adoption and implementation of domestic and foreign policy. The tensions between the two branches have been long-standing and constant. This course focuses on the dynamics of those tensions.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 313, PSC 313

### **PO 338 - Politics of the Developing World**

This course is intended to familiarize students with the political workings of developing countries. The course will present a broad view of historical and contemporary developments in a selection of countries from Africa, Asia, Latin America and the Middle East.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 340 - Public Policy**

Policies and functions of American government with the emphasis on the policy problems confronting the United States and the process of policy making.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 325, PO 215

### **PO 344 - War and Terrorism**

This course considers the causes of conflict and war in the international system including unconventional warfare and terrorism. Looking at contemporary theories of international relations, it will explore both the sources of international conflict and possible mechanisms for conflict management and resolution.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 345 - International Organizations**

This course will examine and analyze the structure and function of international organizations. International organizations will be defined broadly in the course to encompass formal intergovernmental and non-governmental organizations as well as less formal institutional arrangements. Topics to be covered include democracy and international organizations, culture and international organizations, bargaining in international organizations, political and economic integration, NGOs, and the future of global governance.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 350 - Special Topics in Politics**

In-depth examination of a selected issue in politics and government.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 378

### **PO 405 - Senior Thesis in Political Science**

This course critically reviews the major methodological and conceptual features of the discipline. Students develop research questions and arguments, choose an appropriate methodology for analysis, and write their thesis paper. Students will be required to defend their completed thesis orally.

**Prerequisite(s):** EN 105, EN 106, and 60 accumulated hours.

**Liberal Education:** Professional Writing

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PO 418

### **PO 440 - Senior Project in Legal Studies**

An advanced course in legal studies focusing on the direct application of legal analysis and basic legal research. Students will utilize provided case materials, research the legal issues, prepare trial or appellate briefs, and present the case to either a jury through witnesses and evidence or to a judicial appellate panel through oral argument.

**Prerequisite(s):** CJ 405, PO 303 and PO 304.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PO 450 - Internship**



An internship in an actual work situation related to politics or public administration.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PO 401, PO 428

### **PS 101 - Introduction to Psychology**

A survey of the assumptions, history, methods, and techniques of psychology. A presentation of representative theory and research in the areas of consciousness, learning, motivation, cognition, personality, and social behavior.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PSY 101

### **PS 125 - Lifespan Development**

A discussion of the physical, social and physiological changes occurring during the life of the individual from conception to death. Emphasis is placed on the similarities and differences of the various age groups and the specialized needs of each.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PS 121, BI 121

### **PS 205 - Child Psychology**

A study of biological, cognitive, and sociocultural development from the prenatal period through childhood. Attention will be given to theory and research, practical examples and policy implications.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 206 - Introduction to Guidance and Counseling**

A survey of the guidance process, communication, functions of counseling, and various counseling theories. This course is designed to introduce students to the whole guidance process. Emphasis will be placed on an integrated approach to basic helping skills utilizing theory, practice, and case application. The course will provide students with the foundation to develop skills they need to establish effective helping relations.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PSY 206

### **PS 220 - Ethical Issues in Social Sciences**

**Crosslisted:** SO 220 Considers the moral and ethical consequences of conducting social science research, disseminating the results, and implementing practices and policies based on those findings. Critically examines those questions and choices rising at each stage of the research process, and the results of those choices on relevant parties.

**Prerequisite(s):** An introductory social science course (i.e., SO 141, PS 101, CJ 100, or SW 205).

**Liberal Education:** LE Ethics

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 221 - Adolescent Psychology**

Developmental factors and problems common to the period from puberty to adulthood. Topics include: self-identity, sexuality, life- styles, parent-adolescent relationships, and conditions leading to optimal development.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PSY 221

### **PS 222 - Adult Development and Aging**

Focuses on the developmental tasks and psychosocial services during the adult years with special emphasis placed on the social psychology of aging.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PSY 222

### **PS 300 - Research Methods**

**Crosslisted:** SO 300 Surveys the range of quantitative (experiments, surveys, etc) and qualitative (observations, interviews, etc) methodologies commonly used in social scientific research. Critically examines issues related to the scientific method including formulating research questions, evaluating social scientific literature, sampling, measurement, design, analysis, interpretation, and communication of results.

**Prerequisite(s):** An introductory social science class (i.e. SO 141, CJ 100, or SW 205) and (for Social Psychology and Sociology majors- EN 105, EN 106).

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** (PS 306 and PS 308)

### **PS 301 - Social Psychology**

A study of the impact of the real or imagined social environment on individuals; particular emphasis is placed on the role of social and cultural influences on individual's thoughts, feelings, and behaviors.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PS 302 - Tests and Measurements**

An introduction to the uses of psychological tests and to the techniques of test construction and evaluation. Topics include: a survey of common tests in the areas of general classification, differential testing of abilities and measurement of personality characteristics.

**Prerequisite(s):** PS 101.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PSY 302

### **PS 303 - Career Counseling and Development**

Theories of career development and various approaches to career counseling across the lifespan will be critiqued. The use of career assessment instruments and career exploration resources, including technology in occupational decision-making will be evaluated. In addition, issues affecting special populations and effective adjustments in the workplace are analyzed.

**Prerequisite(s):** PS 101

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PS 307 - Statistics for Social Sciences**

**Crosslisted:** SO 307 Statistical methods are a primary tool for all of the social and behavioral sciences. This course introduces a wide variety of common statistical techniques and their conceptual bases, including: basic descriptive and inferential statistics, analyses of association and variance, effect sizes, and others in their parametric and nonparametric forms. It provides a background in the relevant theories of probability, sampling, and measurement. And the student will learn how to become a more discerning consumer of statistical information as well as gaining practical experience calculating these statistics by hand and computer.

**Prerequisite(s):** MA 135 or MA 120 and an introductory social science class (i.e., SO 141, PS 101, CJ 100, or SW 205) and PS 300/SO 300.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PS 309 - Human Sexuality**

Survey of topics relating to human sexuality. The themes range from the biology of human reproduction to the sociology and psychology of human mating. Many controversial subjects are discussed, to encourage students to examine their own attitudes towards these subjects.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PSY 309

### **PS 315 - Theories of Personality**

Examination of the major personality theories and contributing research evidence with particular emphasis upon motivation and dynamics of behavior.

**Prerequisite(s):** PS 101.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** PSY 315

### **PS 325 - Disaster Psychology**

This course provides a broad introduction to the field of disaster psychology. As part of this course we will focus on the components of the emergency response framework in the United States, traumatic stress, vulnerable populations, psychological first aid, social psychological and industrial/organizational applications, the role of the media and cultural beliefs and practices pertaining to mental health and funeral practices.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PS 341 - Positive Psychology**

An exploration of the scientific and applied approaches to identifying a person's strengths and promoting their positive functioning. The course will focus on human potential, emotional and cognitive processes that contribute to a person's well-being and that increase prosocial behavior and the ability to create positive environments.

**Prerequisite(s):** PS 101.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **PS 358 - Applied Behavior Analysis**

This course is an introduction to the defining characteristics, philosophical orientation, goals, and limitations of Behavior Analysis. Topics will include behavior observation, operant conditioning, functional assessment, single-subject design, maintenance, and application of behavior analytic principles.

**Prerequisite(s):** PS 101.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 361 - Cross-Cultural Psychology**

Emphasizing active learning, we will examine the sociocultural forces impacting human behavior. Specifically we will address the dynamics of culture as a psychological variable, the global perspective in psychology, theories of culture and behavior, cross-cultural research methods, cognition, language, culture and gender, socialization, cultural differences in social behavior, intergroup relations, organizational behavior across cultures, and culture and health.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 363 - Psychology of Sport**

Overview of psychological theory and research as it relates to sports and exercise at both the individual and group levels.

**Prerequisite(s):** PS 101  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 381 - Psychology of Gender**

Critical analysis of the major psychological theories of gender development including an emphasis on biological, social, cognitive, and behavioral similarities and differences between men and women.

**Prerequisite(s):** PS 101  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 388 - Learning and Motivation**

A survey of major theories and supporting research related to classical and operant conditioning, social learning, and motivational processes. Consideration of behavior modification and applications in solving clinical, motivational, educational, and societal problems.

**Prerequisite(s):** PS 101.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 390 - Selected Topics in Psychology**

Intensive study of an area of psychology selected by the instructor on the basis of student need or current issues.

**Prerequisite(s):** An introductory social science

class.  
**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **PS 401 - Abnormal Psychology**

An introduction and investigation of the causes, development, symptomatology and treatment of abnormal behavior. Primary focus is an eclectic view of persons and their adaptation of their environment.

**Prerequisite(s):** PS 101.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** PSY 401

### **PS 402 - Systems of Psychotherapy**

Explores the major schools of psychotherapy. The course includes an extensive use of actual case studies.

**Prerequisite(s):** PS 401 or PS 315.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3  
**History:** PSY 402

### **PS 404 - History and Systems of Psychology**

Study of history of the philosophical and scientific bases of the evolution of modern psychology and a critical examination of the systems of structuralism, functionalism, behaviorism, Gestalt psychology, psycho-analytic, humanistic, and existential theories.

**Prerequisite(s):** PS 101 and junior or senior standing.  
**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 405 - Independent Study in Psychology**

**Prerequisite(s):** major in psychology and junior or senior standing.  
**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

### **PS 406 - Experimental Psychology**

An introduction to the design and analysis of laboratory experiments and other research methods in psychology. Topics may include: cognitive, social, perceptual, clinical developmental, and biological processes. Students conduct and evaluate experiments, may serve as subjects, and gain experiences in writing scientific research reports.

**Prerequisite(s):** EN 105, EN 106, PS 101, SO 307, SO 300, and 60 accumulated hours.

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 407 - Field Placement in Psychology**

Supervised field placement in an agency specifically concerned with application of psychology.

**Prerequisite(s):** Major or minor in psychology or social psychology, junior or senior standing.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

### **PS 408 - Cognitive Psychology**

Students are introduced to modern concepts in cognitive psychology. Human information processing, representation and organization of knowledge, and the uniqueness of higher cognitive skills are emphasized. Classroom demonstrations and experiments are used in exploring human learning and memory.

**Prerequisite(s):** PS 101, and junior or senior standing.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 410 - Social Influence and Persuasion**

This course will examine empirical evidence regarding the impact of social influence on individual behavior. Specifically, addressing the role of compliance, conformity, and obedience in shaping ideas, attitudes, and behavior.

**Prerequisite(s):** PS 101, and junior or senior standing.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 423 - Physiological Psychology**

An introduction to the general principles and relationships between brain, mind and behavior; includes brain mechanisms, perception, motivation, emotion, learning, memory, higher cognition and disorders (neurological and psychological).

**Prerequisite(s):** PS 101.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PS 424 - Industrial and Organizational Psychology**

This course examines various psychological applications in the workplace including research, testing, making personnel decisions, training, appraising performance, organization structure, teamwork, satisfaction, occupational health, motivation and leadership.

**Prerequisite(s):** PS 101

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** PS 374

### **PS 497 - Capstone Seminar**

This core course serves as the capstone experience for students in their senior year. This course will include professional development for employment or graduate studies, creation of a professional portfolio, completion of a comprehensive exam, and a reflection upon the degree program. This course is not transferable from another institution.

**Prerequisite(s):** PS 101 or SO 141 and senior standing

**Note:** Offered online only or with chair approval.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** (PS 398 and PS 498)

### **PY 101 - Physical World**

An overview of physics concepts in our world accessible to student with little or no physics background. The class will focus primarily on classical physics and selected topics on electricity and magnetism.

**Liberal Education:** LE Natural Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PY 155 - Concepts of Physics I**

A non-calculus approach to physics designed to emphasize the concepts that are most important to students pursuing careers in the health sciences. Topics include: measurements, force and motion, statics, vectors, and wave theory as applied to heat, sound, and light. Laboratory includes appropriate experiments to illustrate concepts.

**Corequisite(s):** MA 160

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** PHY 155, PHY 203

### **PY 156 - Concepts of Physics II**

A continuation of PY 155. Topics include: electricity, magnetism, wave mechanics, lasers, x-rays and nuclear radiation. Laboratory includes experiments and demonstrations to illustrate and emphasize concepts.

**Prerequisite(s):** PY 155.

**Corequisite(s):** MA 160

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 3 **Lab Hours:** 3 **Credits:** 4

**History:** PHY 156, PHY 204

### **PY 205 - Introduction to Physics I**

Lecture and laboratory introducing the calculus based physics. Topics include: introductory kinematics and Newtonian dynamics of both particles and solid bodies, work and energy, momentum, and thermodynamics.

**Prerequisite(s):** MA 221.

**Corequisite(s):** MA 222.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 4 **Lab Hours:** 3 **Credits:** 5

**History:** PHY 205

### **PY 206 - Introduction to Physics II**

A continuation of the calculus physics sequence. Topics include: wave motion, electromagnetic and acoustic waves, properties of waves, and electromagnetic theory.

**Prerequisite(s):** PY 205.

**Liberal Education:** LE Natural Science, Science with lab

**Lecture Hours:** 4 **Lab Hours:** 3 **Credits:** 5

**History:** PHY 206

### **PY 275 - Engineering Statics**

This course will address the study of forces on bodies at rest, vector algebra, force systems, principles of equilibrium, application to trusses, frames and beams, and friction.

**Prerequisite(s):** PY 205 and MA 222.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **PY 400 - Special Topics in Physics**

This course offers specialized study in applied physics relevant in an increasingly technologically dependent society. At the discretion of the instructor, the course may involve laboratory work.

**Prerequisite(s):** PY 156 or PY 206.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **RE 103 - Introduction to Religion**

A look at the different ways in which contemporary humanity views, studies and evaluates religion, giving special emphasis to the global nature of the human experience in religion. Approaches religion from the perspective of academic inquiry, considering art, language, ethics, ritual, and myth.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **RE 109 - World Religions**

An introduction to the religion of humankind from the earliest records of spiritual life to the great religions of today. The course recognizes the possibilities of dialogue among the living traditions around the world and the resources within the local community

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** RE 309

### **RE 215 - Selected Topics in Religious Studies**

An in-depth examination of specific areas in religion not otherwise available in the department. **Repeatable for Credit** May be repeated once for credit with change of topics.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **RE 223 - Ancient Christianity**

A critical exploration of the origination and development of Christianity within the larger historical, cultural, and religious setting of the ancient Graeco-Roman world. Particular attention is paid to how early Christians understood Jesus of Nazareth, organized and regulated their churches, and dealt with important religious and social concerns. Significant parts of the New Testament are studied with regard to these matters.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **RE 224 - Ancient Israel**

A critical exploration of the origination and development of the Israelite people within the larger historical, cultural, and religious setting of

the ancient Near Eastern world. Particular attention is paid to how early Hebrews understood Yahweh, the God of Israel; organized and regulated their community; and dealt with important religious and social concerns. Significant parts of the Hebrew Bible are studied with regard to these matters.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 300 - Zen Meditation**

Perhaps the highest form of Buddhism, perhaps the highest form of meditation, Zen has evolved in Japan over the past 800 years. Zen meditation techniques and the Zen goal of enlightenment are applicable to the lives of Westerners and to people of different religious beliefs. Students meet with the instructor and meditate at least 20 minutes per day. Students wishing two hours credit will in addition read from the Zen masters.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-2**

### **RE 303 - Life, Death and Hereafter**

Consideration is given to philosophical, biblical, and literary perspectives on life, death, and what lies beyond death. The course also gives attention to such matters of contemporary concern as the denial of death, counseling, the dying and bereaved, the right to die, and funeral practices.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 304 - Seminar: Explorations in Religion**

Selected topics as announced.

**Repeatable for Credit** May be repeated for credit with permission of the department.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 305 - Traditional Religions of Africa**

A multi-disciplinary study of traditional, non-Christian religions in sub-Saharan Africa with special emphasis on the religious system(s) of one or more peoples such as the Nuer, Dogon, Yoruba, or Dinka. Topics include: concepts of divinity (God, major and minor deities, and other supernatural powers); stories of world creation and structure; relationships between religious belief and social organization; views of the human being; life, death, and the hereafter; ghosts and ancestors; spirit possession and exorcism; divination, sorcery, magic, and witchcraft; and religious institutions,

leaders, and rituals.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 306 - Biblical Seminar**

An in-depth study of a selected book or section of the Scriptures.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 307 - Religion in Today's World**

Contemporary aspects of religious thought and practice across a variety of disciplines and expressions, and considering current trends and movements. Attention will be given to religion as manifested on the world stage, with particular attention to the role it plays in the United States. The attempt is made to integrate religion with business, education, the sciences, politics consistent with current experience.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** REL 307

### **RE 308 - Religion, Conflict and Visions of Peace**

**Crosslisted:** PC 308 Religious communities frequently have bold visions of peace and justice and yet may be major contributors to violence and oppression. Students will engage in meeting first hand religious communities in metro Kansas City as well as exploring key beliefs and practices through readings and class discussion. Accurate and empathic understandings of different faiths will be combined with critical examination of their propensities for peace and justice-making historically and in contemporary conflicts worldwide. Contemporary conflicts will include the USA, Northern Ireland, Bosnia, the Middle East, Africa, and the Indian sub-continent.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 310 - Independent Study in Religion**

An opportunity for students to pursue special interests not covered by regular course offerings. Material and credit arranged in consultation with instructor.

**Repeatable for Credit** May be repeated for credit with permission of department.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-3**

### **RE 315 - Special Topics in Religious Studies**

This course deals with various topics in religious studies, especially those which involve interdisciplinary studies or studies concerning contemporary issues in culture and society.

**Repeatable for Credit** May be repeated for credit with change in topic.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 320 - Human Community: History, Ideology, Design**

This course will look at a variety of communities throughout history, how people came together, in what configuration and for what purpose. The nature and character of human community will be discussed, including such concepts as city, neighborhood, stewardship, and relationship. Study may focus on early city planning, monastic communities, utopian/millennial ideals, and modern suburbia.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 324 - The Hebrew Bible [Old Testament]**

An introduction to the Hebrew Bible, known to Christians as the Old Testament. The course will examine the historical, prophetic, liturgical and wisdom writings that comprise the Hebrew Bible, exploring each for its contribution to the larger narrative's presentation of God and humanity. This course will include a particular focus on the development, content and historical and contemporary application of the texts in the Jewish, Christian, and Islamic traditions.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **RE 325 - The New Testament**

An introduction to the New Testament, a collection of writings assembled by the early Christian church as the second volume of scripture. The course will explore how, in gospels, historical narratives, and letters to faith communities, the New Testament tells the story of Jesus' life and death, and will examine its impact on the expanding community of those who believed Jesus to be the Christ. This course will examine the content, development and narrative unity of the New Testament, with particular focus on contemporary interpretations

and understandings of the text.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 141 - Introduction to Sociology**

An examination of the social processes and structures of society, with particular attention to American society. Reviews such topics as inter-personal interaction, culture, major social institutions, inequality, deviance, and social change. Also introduces methods used in sociological research.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** SOC 141

### **SO 206 - Social Issues in Contemporary Society**

This course is a study of contemporary social issues using a sociological perspective. It examines social problems that occur in society and uses social theory and research methods to gain insight into the interaction of inequality with various elements in that society. These components include the nature, level, consequences and prospective resolutions surrounding social problems in the United States and globally.

**Liberal Education:** LE Social Science

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 210 - Social Institutions**

An overview of major social institutions, such as education, family, religion, culture and media, science and health care, politics, and the economy. Discusses their historical development, modern forms, social functions, and the ways in which they relate to one another and shape individual lives.

**Prerequisite(s):** SO 141

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 220 - Ethical Issues in Social Sciences**

**Crosslisted:** PS 220 Considers the moral and ethical consequences of conducting social science research, disseminating the results, and implementing practices and policies based on those findings. Critically examines those questions and choices rising at each stage of the research process, and the results of those choices on relevant parties.

**Prerequisite(s):** An introductory social science

course (i.e., SO 141, PS 101, CJ 100 or SW 205).

**Liberal Education:** LE Ethics

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SO 223 - Pop Culture and Media**

Using theoretical approaches from sociology, analyzes how popular culture is portrayed in and projected upon society, and presents explanations and repercussions of those processes on the self and society. Examines the relationship between media, pop culture, and society, focusing on consumption and communication, the transmission of culture, the political economy of media, representations of social groups in popular culture, and new data cultures.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SO 290 - Environmental Sociology**

This course is an introduction to the topics studied within Environmental Sociology. It examines the various theoretical perspectives on the relationship between humans and the environment. It includes discussion of the systemic causes of environment disruption and the social consequences and responses to environmental change.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SO 300 - Research Methods**

**Crosslisted:** PS 300 Surveys the range of quantitative (experiments, surveys, etc) and qualitative (observations, interviews, etc) methodologies commonly used in social scientific research. Critically examines issues related to the scientific method including formulating research questions, evaluating social scientific literature, sampling, measurement, design, analysis, interpretation, and communication of results.

**Prerequisite(s):** An introductory social science class (i.e. SO 141, CJ 100, or SW 205) and (for Social Psychology and Sociology majors- EN 105 and EN 106).

**Liberal Education:** Professional Writing

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** (SO 306 and SO 308)

### **SO 302 - The Study of the Family**

A study of the family as a social institution and a social group in terms of cross-cultural, historical, and contemporary perspectives. Current

controversies concerning male-female roles, sexual morality, reproduction and other issues are considered.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SO 202, SOC 202

### **SO 303 - Urban Sociology**

A study of the development of the city and of the social characteristics of urbanization, ecology, social processes, group relations, and selected urban problems.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SOC 303

### **SO 307 - Statistics for Social Sciences**

**Crosslisted:** PS 307 Statistical methods are a primary tool for all of the social and behavioral sciences. This course introduces a wide variety of common statistical techniques and their conceptual bases, including: basic descriptive and inferential statistics, analyses of association and variance, effect sizes, and others in their parametric and nonparametric forms. It provides a background in the relevant theories of probability, sampling, and measurement. And the student will learn how to become a more discerning consumer of statistical information as well as gaining practical experience calculating these statistics by hand and computer.

**Prerequisite(s):** MA 135 or MA 120 and an introductory social science class (i.e., SO 141, PS 101, CJ 100, or SW 205) and PS 300/SO 300.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SO 309 - Sociology of Sport**

Explores the dynamic relationship between sport, culture and society. Analyzes issues in sport utilizing sociological theory. Topics covered in the course include socialization, race, class, gender, identity, and the social and cultural contexts in which sport is created, given meaning, played and integrated into everyday life.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SO 313 - Class, Status, Power**

An examination of the role of social class in U.S. society. Analyzes the system of stratification and the distributions of resources. Addresses ideologies and practices that contribute to the reproduction of class inequality. Explains the multiple ways in



which power is organized and its effects on status and mobility. Analyzes micro level identity construction and cultural meaning, as well as institutional practices and policies. Studies intersectional identities and interlocking forms of oppression and how social class is represented and portrayed in media and popular culture.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 318 - Military Sociology**

The military as a social institution, focusing on both the internal structure and practices of the military and its relation to other institutions (such as the government or the family), military leadership, policy issues and the role of the military in diplomacy and international relations, and the social psychological effects on service members (including the differences between enlisted personnel and the officer corps), veterans, and their families and friends. And it analyzes the dynamic role of the military in a digital age with changing operational mandates.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 322 - Sociology of Health and Illness**

This course examines the sociological view of health, illness, and the delivery of medical care in contemporary society. It includes social and social-psychological factors involved in being ill; social relationships and organizations that are connected with medical treatment the roles of providers and patients; and national health care systems around the world. This course integrates recent research in the field of medical sociology and highlights the importance of race, class, and gender throughout.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History: SO 327**

### **SO 325 - Crime, Deviance, and Social Control**

Survey of major theories of deviance and social control. Analyzes specific behaviors and identities commonly regarded as deviant: violence, property crimes, drug use, mental illness, unconventional sexual behaviors, suicide and self-destructive behaviors, among others. Explores both official and informal responses to deviant behaviors, including criminalization and stigmatization, and their cross-cultural variation.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 326 - Sociology of Conflict, War and Terror**

Surveys the conditions under which conflicts arise, escalate, and are resolved or erupt into open hostility. Examines the social functions and consequences of warfare, including its relation to political, cultural, and economic concerns, and its affects on combatants. Traces the reasons for terrorism and its rise from the 20th century onward, including its connections to globalization and the global community.

**Prerequisite(s):** SO 141 or instructor consent.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 328 - Religion, Globalization, & Identity**

Sociological analysis of religious organizations, movements, and experiences with an emphasis on historical and cross-cultural comparisons. The course surveys both large-scale religious trends and demographic patterns and the social and cultural dimensions of individual religious feelings and behaviors. Topics include formal religious organizations, religious socialization, religious conflict, relations with other institutions, the worldwide rise of fundamentalisms, and the future of religion.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 329 - Sociology of the Life Course**

Examines the social aspects of aging from birth to death and the differences in our experiences due to age, historical period, and the cohort or generation to which we belong. Substantive topics include social psychological outcomes (such as self-esteem and stress), adolescence and identity formation, dating and family dynamics, occupational trajectories and retirement. Also examines the large scale effects of population aging trends and the effects of maturation of social relationships.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 330 - Sociology of Youth and Youth Cultures**

Focus on the social and cultural aspects of development from the onset of adolescence through young adulthood. Examines historical and cultural differences in the concept of "youth." Topics include the effects of family, friends, and the media on

identity and personal decisions; dating and mating; school and work; popular culture, values, and consumerism; violence, delinquency, sex, and risk taking.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 332 - Dying, Death and Bereavement**

Examines the demographic, cultural, and social psychological aspects of dying, death, and the grieving process. Topics include cultural and individual attitudes toward death, the medicalization of death, associated institutions, end of life care, the social role of funerals, and various forms of death, such as old age and dying young, euthanasia, suicide, and genocide.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 333 - Gendered Society**

Gender is a central framework in constructing meaning in society and this course will examine the various articulations of gender from a sociological lens. The goal of this course is to provide students with an overview of sociological perspectives on gender and introduce students to the role of gender in informing our identities, interactions, social institutions, and other systems of power. Gender is often socially constructed as a binary of difference between men and women, masculinity and femininity. This course will take a non-binary perspective on gender, questioning its structures, boundaries, limits, and consequences. Various topics this course will cover include: queer and feminist history, gender socialization, intersectionality, gender inequality across various social institutions, and cultural representations of gender.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 338 - Self and Society**

This course is an exploration of the connections between the self and society. The sociological approach begins with the claim that "inner lives" are fundamentally grounded in social experience. In this course we will be examining the ways we construct our social reality and who we realize and enact our identities. The course is divided into three sections: the social construction of reality, the self and interaction, and social politics of inequalities. For each section we will be discussing key sociological concepts and theories through

empirical examples.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 342 - Race and Ethnicity**

An examination of the role of race and ethnicity in U.S. society. Analyzes the formation and transformation of racial systems and the unequal distribution of resources. Examines institutional inequalities and systemic discrimination. Addresses racial ideologies at the individual, interactional, and institutional level to understand how racial inequality is produced, maintained, and alleviated.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 390 - Topics in Sociology**

Based each semester on a different subject area not otherwise available in the department.

**Prerequisite(s):** SO 141.

**Note:** Recommended for any students desiring to broaden their knowledge base in the social sciences.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 402 - Independent Study in Sociology**

An opportunity for the student to pursue an individual area of interest by directed readings or research, or both. This is not a substitute for standard course offerings.

**Prerequisite(s):** Major or minor in sociology or human services and SO 141.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SO 403 - Social Theory**

Surveys the historical development of sociological theory, examines the nature of social theory and theory construction, and reviews the principal contemporary perspectives and debates in the field of social theory.

**Prerequisite(s):** SO 141.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** SO 335

### **SO 430 - Field Placement in Sociology**

Supervised field placement in an agency specifically concerned with application of sociology.

**Prerequisite(s):** major in sociology and junior or

senior standing.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

### **SO 496 - Senior Project in Sociology**

This course involves research on a selected sociological problem and preparation of a major paper in the style of a professional journal article in sociology. The paper will include a problem statement, review of relevant theory and research, and presentation of research findings and analysis.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-4

### **SO 497 - Capstone Seminar**

This core course serves as the capstone experience for students in their senior year. This course will include professional development for employment or graduate studies, creation of a professional portfolio, completion of a comprehensive exam, and a reflection upon the degree program. This course is not transferable from another institution.

**Prerequisite(s):** PS 101 or SO 141 and senior standing

**Note:** Offered online only or with chair approval.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** (SO 398 and SO 498)

### **SS 215 - Selected Topics in Social Science**

An in-depth examination of specific areas of the social sciences.

**Repeatable for Credit** May be repeated once for credit with a change in topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

**History:** SSC 215

### **SS 315 - Special Topics in Social Science**

An in-depth examination of specific areas of the social sciences.

**Repeatable for Credit** May be repeated once for credit with a change in topic.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

**History:** SSC 315

### **SS 401 - Social Sciences Colloquium**

A seminar for juniors and seniors promoting understanding of selected contemporary problems from an inter-departmental perspective. Strongly

recommended for all majors and minors within the division.

**Repeatable for Credit** May be repeated for credit.

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **SU 201 - Introduction to Surveying**

Course will cover principles and methods of surveying; handling of survey equipment during transit; field work to include foundation layouts, grade calculations, level circuits, and profiling; and compilation of field notes.

**Prerequisite(s):** MA 141.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SUR 201

### **SW 205 - Introduction to Social Work**

This course examines the multidisciplinary nature of the profession of Social Work. Students learn about the historical roots of social work and influences from other disciplines such as psychology, sociology, anthropology, criminal justice, law, education, and political science, as well as social welfare policy in contemporary practice. The course also examines values and ethics, as set forth by the National Association of Social Work, and practice competencies, as set forth by the Council on Social Work Education. Students are required to engage in 20 hours of service learning to experience the delivery of the Seven Core Functions of Generalist Social Work Practice in a community setting. The Council on Social Work Education's (CSWE) 10 Competencies of Generalist Social Work Practice are infused in the discourse and assignments in this course. SW 205 is recommended for students earning a degree in the School for Behavioral and Health Sciences and the School for Education.

**Liberal Education:** LE Social Science

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 325 - Human Diversity and Social Justice**

This course provides a foundation of knowledge to better understand how diversity and difference shape the human experience and are critical to the formation of identity. The dimensions of diversity and their intersectionality across multiple factors; including but not limited to age, ability, culture, ethnicity, race, political ideology, class,

religion/spirituality, gender and sexual expression, immigration status, marital status, and tribal sovereign status, are examined. Consequently, how these differences associate to oppressive practices is examined and various international and multicultural strategies to advance human rights and social, economic, and environmental justice are explored. This critical knowledge is applied to generalist social work practice.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SW 330 - Social Welfare Policy and Programs**

This course introduces students to the major social welfare policies and programs of the United States today, and examines the historical circumstances which gave rise to those social welfare programs and the social work profession. Existing policies are critically examined, and attention is given to methods by which social policies might be influenced to better meet human needs and promote social justice.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SW 400 - Human Behavior in the Social Environment I**

This course examines theories designed to understand the ecological person-in- environment perspective while providing students with a better understanding of the interdependence of biological, cognitive, psychological, social, cultural and spiritual factors which influence human behavior, development and functioning across the life span. This course specifically focuses from conception through young adulthood. Students are further introduced to a range of social systems and the ways in which these systems promote or deter people from achieving and maintaining health and well-being.

**Prerequisite(s):** Admission to the BSW Program

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** SW 305

### **SW 405 - Human Behavior and Social Environment II**

This course examines theories designed to understand the ecological person-in- environment perspective while providing students with a better understanding of the interdependence of biological, cognitive, psychological, social, cultural, and

spiritual factors which influence human behavior, development and functioning across the life span. This course specifically focuses on middle adulthood through death in old age. Students closely examine a range of social systems and the ways in which these systems promote or deter people from achieving and maintaining health and well-being.

**Prerequisite(s):** Admission to the BSW program.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **SW 406 - Social Work Research**

This course introduces students to the purpose and responsible conduct of social work research. Students explore the principles of logic, scientific inquiry, and culturally informed and ethical approaches to building knowledge through research activities and closely examine the critical role research facilitates in the continued growth and development of the social work profession.

**Prerequisite(s):** MA 120 (or equivalent), Admission to the BSW Program.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** SW 335

### **SW 407 - Social Work Practice II: Groups**

This course introduces students to knowledge and skills required for effective, competent and ethical generalist social work group practice. This includes exploration of the dynamics of group processes and the use of group interventions to address a wide range of human needs.

**Prerequisite(s):** Admission to the BSW program.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

**History:** SW 320

### **SW 409 - Social Work Practice I: Individuals and Families**

This course teaches students the values, knowledge and skills required for effective, competent and ethical generalist social work practice, across a wide range of settings with individuals and families. Emphasis is placed on understanding and application of the nine social work competencies as set forth by the Council of Social Work Education (2015), and the seven core helping functions from a strength's based approach. This course is taken concurrently with Generalist Field Education I, and is designed to integrate classroom learning with

concrete expression of generalist practice in actual helping situations across field practicum experiences.

**Prerequisite(s):** Admission to the BSW Program

**Corequisite(s):** SW 420

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SW 310

### **SW 410 - Social Work Practice III: Organizations and Communities**

This course introduces students to knowledge and skills required for effective, competent and ethical generalist social work practice with organizations and communities. This includes an introduction to organizational development and community practice. Strategies for community and organizational transformation are explored from an ecological strength's based approach. This course is considered the 'capstone' course in the BSW curriculum and is taken concurrently with Generalist Field Education II. Students are expected to integrate professional application of all nine social work competencies (CSWE, 2015) and seven core helping functions in the development, implementation, evaluation, and dissemination of their Organizational Transformation Project (OTP).

**Prerequisite(s):** SW 400, SW 406, SW 409, SW 420 and SW 492

**Corequisite(s):** SW 430

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 420 - Generalist Field Education I**

This course is designed to provide students the opportunity to operationalize generalist practice behaviors that reflect the essence of the Nine Competencies of Generalist Social Work Practice as set forth by the Council on Social Work Education (CSWE, 2015). Students collaborate with their Faculty Liaison, Field Practicum and Practice Class instructors to develop and implement real-life practice opportunities. Generalist practice behaviors are documented on the Field Learning Education Plan (FLEP). The core assessment in SW 420 is a summative paper that reflects an understanding of core concepts related to Generalist Social Work Practice and examples of how these concepts were applied in the Field Practicum experience. Students must complete a minimum of 225 hours in the designated field practicum placement.

**Corequisite(s):** SW 409

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 430 - Generalist Field Education II**

This is the second sequential course designed to provide students with a more in depth learning opportunity in operationalizing generalist practice behaviors that reflect the essence of the Nine Competencies of Generalist Social Work Practice as set forth by the Council on Social Work Education (CSWE, 2015 EPAS). Students continue to collaborate with their Faculty Liaison, Field Practicum and Practice Class Instructors to develop and implement real-life practice opportunities. Generalist practice behaviors are documented on the Field Learning Education Plan (FLEP). The core assessment in SW 430 is a summative paper that reflects successful application of core Generalist Social Work concepts and practice behaviors in the Field Practicum experience. Students must complete a minimum of 225 hours in the designated field practicum placement.

**Prerequisite(s):** SW 409, SW 420

**Corequisite(s):** SW 410

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 431 - Field Instruction Seminar II**

Integrates agency-based learning in the second Field Instruction placement with classroom- based learning.

**Prerequisite(s):** SW 420, Social Work Major.

**Corequisite(s):** SW 410 and SW 430.

**Lecture Hours:** 1 **Lab Hours:** 0 **Credits:** 1

### **SW 450 - Integrative Seminar for SW Minor**

This course is the final capstone for the Social Work Minor. All required courses (or their equivalents) for the minor must be completed with a grade of C or better prior to being enrolled in SW 450. This course is designed to reinforce core concepts (NASW Code of Ethics, Six Core Values & Seven Core Helping Functions of Social Work, Nine Competencies of Generalist Social Work practice (CSWE, 2015) and the Strength's Perspective) critical to competent professional generalist social work practice and provide students the opportunity to apply these conceptual frameworks through active engagement in an extended service learning project (ESLP). Students are required to complete 40 hours of service learning in a local community social service agency, during the term of this course. Students will develop their own research question,

in consultation with the instructor that has relevance for contemporary social work practice, policy or research. Students will then develop, implement and evaluate a creative and innovative project designed to enhance the social welfare of individuals, groups or organizations.

**Prerequisite(s):** SW 205, SO 302, PS 309, SW 325, SW 330.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 490 - Special Topics in Social Work**

Specialized study of a particular subject in social work, not otherwise available in the department.

**Repeatable for Credit** This course may be repeated for credit when topics are changed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SW 491

### **SW 492 - Ethical Practice & Professional Behavior in Social Work**

This course is a required seminar intended to engage the thoughtful imagination of individuals preparing to enter the social work profession, and prepare individuals for competent and compassionate ethical practice as generalist social work professionals. In this course we will examine historical as well as emerging issues, the process of becoming a social work professional, the tensions inherent in the goals of social work, and the ways these interrelate to produce conflicts of values and ethics in both our professional and personal realms. The course focuses on acquiring and practicing the skills of ethical decision-making, including values clarification, application of ethical theory, utilization of codes of ethics, and models of ethical analysis and reflective practice. Generalist aspects of social work are addressed, with the goal of building competencies for meeting the contemporary challenges of practice in multicultural and urban as well as rural practice environments. Issues of social justice and human rights, self-care, practitioner impairment, licensure, malpractice, whistle-blowing, and other professional challenges are explored. The structure and content in this course reflects Ethics Course guidelines established by the Association of Social Work Boards. (ASWB)

**Prerequisite(s):** Full or provisional admission to the BSW Program and senior standing.

**Liberal Education:** LE Ethics

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **SW 493 - Multidimensional Assessment in Generalist Practice**

This course engages student in the process of assessment and examines the various types of assessments that are developed in Generalist Social Work practice. These assessments are designed to inform and direct interventions with individuals, families, groups, organizations, and communities. This course is designed to provide students with the opportunity to enhance their understanding of the assessment process, as well as to enhance their ability to develop assessment skills; both in writing and in sharing verbally through supervision and with interdisciplinary teams.

**Repeatable for Credit** This course may be repeated for credit when topics are changed.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** SW 491

### **TH 100 - Introduction to Theatre**

A survey of all the elements (critical, historic, practical, artistic) contributing to the making of theatre presentations.

**Liberal Education:** LE Humanities

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **TH 101 - Basic Principles of Acting**

A practical exploration of the basic principles of acting and its application to all forms of expression. Open to all students.

**Liberal Education:** LE Humanities

**Lecture Hours:** 1 **Lab Hours:** 2 **Credits:** 3

### **TH 105 - Oral Communication**

A study of the basic skills in breathing, vocal control, diction, and articulation as applied to the public presentation of the following literary forms: poetry, prose, drama, reader's theatre and choral reading. Selections used as performance options include authors from a wide variety of ethnic and national origins. Open to all students.

**Lecture Hours:** 1 **Lab Hours:** 2 **Credits:** 3

### **TH 115 - Technical Theatre Production**

Theory and practice of the technical elements involved in theatrical presentation: stagecraft, lighting, sound, costume, and make-up. Special

emphasis is given to the practical needs of teachers and religious and community theatre enthusiasts. Open to all students.

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **TH 201 - Voice and Speech**

This course will focus on the sounds of Standard American English with an eye to giving the student the tools to speak clearly and effectively. The student will learn to minimize regional or international accents. The course will also concern itself with finding the full range of one's own "natural" speaking voice, and how to avoid vocal strain by using the voice freely, clearly, effectively, and powerfully in daily conversation, in the classroom, in public speaking, and in performance.

**Liberal Education:** LE Humanities

**Lecture Hours: 3 Lab Hours: 0 Credits: 3**

### **TH 216 - Principles of Directing**

A study of the function of the director and basic theories of composition, picturization, and movement. Development of practical skills as directors through classroom discussion and the direction of scenes. Classroom presentation of a ten-minute play and assembly of a complete director's script for a final project. Open to all students.

**Liberal Education:** LE Humanities

**Lecture Hours: 1 Lab Hours: 2 Credits: 3**

### **TH 217 - Basic Principles of Theatrical Design**

Introduction to the theory and practice of scenic, lighting, costume and makeup design. A Theatre Minor requirement and strongly suggested for education and English majors interested in theatre.

**Lecture Hours: 1 Lab Hours: 2 Credits: 3**

### **TH 223 - Acting/Technical Theatre Workshop I**

A practical apprenticeship in the techniques of the theatre: participation in crew work and/or acting in theatre productions. For 1 credit a total of 40 hours work is required.

**Repeatable for Credit** May be repeated up to 3 credits total.

**Lecture Hours: 0 Lab Hours: 0 Credits: 1-2**

**History:** TH 210

### **TH 302 - Creative Drama**

Theory and practice of the use of creative drama as an alternative teaching/learning tool and as a support technique in working with diverse- needs populations and age groups-such as drama in education for curricular and language skill enhancement; drama as self-esteem, social interaction, and coordination building tools. Course includes off-campus workshop opportunities.

**Note:** Course is recommended for Education, Communications, Psychology, and Social Work majors and for recreation leaders. **Lecture Hours: 1 Lab Hours: 2 Credits: 3**

### **TH 306 - Acting Beyond Prejudice**

An acting course designed to specifically address issues of prejudice and discrimination through dialogue, improvisation, and script-building, ultimately culminating in several on-campus performances that will be open to the public, with the additional possibility of off-campus touring performances to local schools.

**Lecture Hours: 1 Lab Hours: 5 Credits: 3**

### **TH 311 - Intermediate Acting**

Study beyond Basic Principles of Acting of the tools and skills good actors develop and use will be explored: physical and vocal exercises, script analysis and character development, improvisational exercises for specific character development, period acting explorations, and applications of those skills with monologues, scenes and/or a play.

**Lecture Hours: 1 Lab Hours: 2 Credits: 3**

**History:** TH 301

### **TH 316 - Directing II**

Advanced study in directing techniques. Each student must direct a one-act play.

**Prerequisite(s):** TH 216.

**Lecture Hours: 1 Lab Hours: 2 Credits: 3**

### **TH 317 - Design II**

A course designed to assist the student in developing proficiency as a designer of scenery and lighting through research, classroom discussion, and design projects.

**Prerequisite(s):** TH 217.

**Lecture Hours:** 1 **Lab Hours:** 2 **Credits:** 3

### **TH 321 - Advanced Acting**

Advanced study of the tools and skills good actors develop and use will be explored: physical and vocal exercises, script analysis and character development, improvisational exercises for specific character development, period acting explorations, and application of those skills with monologues for audition purposes, scenes and/or a play production performances.

**Lecture Hours:** 1 **Lab Hours:** 2 **Credits:** 3

**History:** TH 305

### **TH 323 - Acting/Technical Workshop II**

Practical experience in the techniques of theatre, designed as an extension of Acting/ Technical Workshop I. Emphasis is on more advanced techniques acting in major roles, heading production crews and management supervisory work. For 1 credit a total of 40 hours work is required.

**Prerequisite(s):** TH 223.

**Repeatable for Credit** May be repeated for up to 3 credits. A total of no more than 3 credit hours toward graduation may be accrued.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-2

**History:** TH 310

### **TH 341 - Theatrical History and Literature to 1800**

A study of theatrical history, literature, and staging practices in Western and Asian cultures up to the 1800s through readings of selected seminal plays in world theatrical literature, through readings about theatre practices and the social/political/economic forces that affected them, and through individual research and presentations for seminar discussions.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** TH 307

### **TH 342 - Theatrical History and Literature from the 1800s to the Present**

A study of theatrical literature, artistic theories and staging practices from the 19th century to the present through readings of selected seminal plays

in world theatrical literature, through readings about theatre practices and the social/political/economic forces that affected them, and through individual research and presentations for seminar discussions.

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

**History:** TH 308

### **TH 400 - Special Topics in Theatre**

Study and research of topics of special interest to students as further exploration of finite areas projected in preceding courses.

**Repeatable for Credit** May be repeated for a maximum of 6 hours.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-3

### **TH 490 - Theatre Internship**

Provides the opportunity for theatre students to gain credit for professional work with various resident theatre companies in the Kansas City area.

**Prerequisite(s):** Junior or senior standing and permission of department chair.

**Lecture Hours:** 0 **Lab Hours:** 0 **Credits:** 1-6

### **TH 495 - Senior Project (Capstone Course)**

The preparation and presentation of a culminating creative experience in acting, directing, or design

**Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3

### **UAS 107 - Commercial Drone Pilot Certification Prep Course**

This Unmanned Aerial Systems (UAS)-Drone course will prepare students to carry out safe, legal and effective commercial aerial flight operations. The course will equip students to be knowledgeable in emerging and applicable regulations required to fly successful and incident-free drone operations. Students successfully completing this course will be prepared to sit for the FAA's UAS Remote Pilot certification exam which is required for all small UAS-Drone commercial and municipal operations in US airspace.

**Note:** This course curriculum does not require the student to have access to a small UAS-Drone. FAA Requirements for becoming a certified Drone Pilot are listed <https://www.faa.gov/uas/>. **Lecture Hours:** 3 **Lab Hours:** 0 **Credits:** 3



## **UAS 140 - Drone Mission Planning**

This course teaches students the tactics, techniques and procedures (TTPs) needed to pre-plan and fly Unmanned Aerial Systems (UAS)-Drone missions including creating flight-logs and pre and post mission-planning reports. Through various incrementally challenging drone flight training exercises and scenarios, including simulated site surveys, crime or accident scene investigations, disaster and emergency management support, etc., students will demonstrate their ability to develop appropriate situational awareness skills. These TTPs synthesize appropriate mitigation strategies against potential threats from ground, air and meteorological sources. Students will also gain exposure to basic drone photography and video image processing techniques, in order to capture viable artifacts for drone sorties.

**Note:** This course curriculum does require the student to have access to, or own, a photo and video-recording enabled small UAS-Drone. Minimum drone specifications for this course, as well as various suitable drone models, are listed at <https://droneology.park.edu/specs> **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

## **UAS 200 - Drone Photography, Mapping, and Videography**

The course provides training and hands-on exercises to address shooting and editing advanced-level photography and video from the Unmanned Aerial Systems (UAS)-Drone's unique and challenging aerial perspective. Through various incrementally challenging drone training-flight exercises, such as simulated terrain mapping surveys, construction site reviews, and land-use studies, etc., students will experiment with various in-flight camera recording techniques and apply basic post-production processing workflows to create finished photographic and videography projects.

**Note:** This course curriculum does require the student to have access to, or own, a photo and video-recording enabled small UAS-Drone. Minimum drone specifications for this course, as well as various suitable drone models, are listed at <https://droneology.park.edu/specs> **Lecture Hours: 3 Lab Hours: 0 Credits: 3**

# CORE VALUES

## THAT GUIDE OUR ACTIONS:

- We expect **ACCOUNTABILITY** for our actions at all levels, to each other and to Park University.
- We treat all with **CIVILITY** and **RESPECT** while being open and honest in our communication.
- We seek **EXCELLENCE** in all we do, with passionate learning as our highest priority.
- We celebrate **GLOBAL CITIZENSHIP** through our connected learning and working environment, liberal arts education and community stewardship.
- We embrace **INCLUSIVITY** that fosters diversity, teamwork and collaboration.
- We act with **INTEGRITY** through honesty, efficiency and reliability.



### OFFICE OF ADMISSIONS

(877) 505-1059 : fax (816) 584-2151 : [admissions@park.edu](mailto:admissions@park.edu)  
8700 NW River Park Drive : Parkville, MO 64152 : [park.edu](http://park.edu)

A photograph of a city street scene. In the foreground, there is a white sign with green bushes in front of it. The sign reads "PARK UNIVERSITY". In the background, there are several buildings, including a tall blue glass skyscraper and a brick building. A utility pole is visible on the right side of the street. The sky is overcast.

# PARK UNIVERSITY

# 2020

# 2021

## GRADUATE CATALOG

It's what keeps you up at night. And gets you up in the morning. It's your life. Your blood. Your white-knuckled hands, calloused from handshakes and hot coffee. It's the five miles. Like a stair engine and aligner you make it with the rear client contract, the best phone call follow-up and the smartest solution in the world. It's your gut telling you to take the leap. Your business. And there's still so much about it. [makemba.com](#) 800.833.6666

PARK  
UNIVERSITY

# Catalog Home

## About Park University's Catalog

The purpose of the catalog is to provide information about the academic programs and degree requirements in effect for the academic year. The catalog includes information about courses, programs of study, policies, and services available to students. Park University offers a wide array of programs available on the Parkville campus, campus centers around the country, and online. Please browse the catalog to learn more about the University and its academic programs.

**Park University**

**Graduate Studies**

**8700 NW River Park Drive**

**Parkville, MO 64152**

**(816) 559-5625**

**[www.park.edu/grad](http://www.park.edu/grad)**

The information contained in this Park University Graduate Catalog may be modified at any time at the University's discretion when deemed necessary or desirable to better carry out the University's purposes and objectives. This catalog contains informational material only. Neither the provisions of this catalog, nor the acceptance of students through registration and enrollment in the University, constitute a contract or an offer to enter into a contract. Fees, deadlines, academic requirements, courses, degree programs, academic policies and other information in this catalog may be changed without notice.

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Certified true and correct as to content and policy.

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Greg Gunderson, Ph.D.

President, Park University

# Message from the President

Dear Graduate Students,

I am pleased to extend a cheerful welcome to you on behalf of the dedicated staff and faculty at Park University. Whether you are currently enrolled in a graduate program or just beginning your post-graduate study with Park, we thank you for choosing us as your academic home. As a national leader in higher education, Park University is proud to provide a personalized, globally relevant education that will enable you to prosper personally and professionally in your future endeavors.

Founded in 1875 in Parkville, Mo., the University established a historical prominence and sound reputation as a quality higher educational institution that embraced diversity and inclusivity. Today, we are proud to extend that service, representing undergraduate and graduate students at 41 campus centers located nationally in 21 states and globally online. In addition to serving students from 58 countries and all 50 states, Park is pleased to provide convenient access to quality education programs for our brave men and women in uniform and their dependents. The University has enjoyed an educational partnership with the United States military that stretches over 90 years, and we look forward to continuing our services.

For over 140 years, Park has been building on its substantial accomplishments and embracing ways to further distinguish the University as a leader in higher education. Ultimately, our mission is to serve you, our students, with a remarkable customer service experience, and provide you with a globally relevant education that will prepare you to meet the challenges faced by today's professionals. Park's dedicated faculty and staff members across the Country are prepared to accomplish this mission by providing you convenient access and flexibility in your pursuit of a graduate program that will best serve your interests and further enrich your careers and academic journey. We are here to serve you.

Please know that as an ambassador of Park University, you share our Core Values and embody a quality education that is truly unique and unlike any other. We are proud to call you Park Pirates.

Welcome!

Greg Gunderson, Ph.D.

President, Park University

# Mission/Vision/History

## Park University Promise, Mission and Vision

### Park's Promise

Serving those who serve their community and country with personalized, globally-relevant education for life.

### Mission Statement

Park University transforms lives through accessible, student-centered, quality higher education.

### Vision Statement

Park University will meet learners' needs for a lifetime.

## Core Values

- We expect **ACCOUNTABILITY** for our actions at all levels, to each other and to Park University.
- We treat all with **CIVILITY** and **RESPECT** while being open and honest in our communication.
- We seek **EXCELLENCE** in all we do, with passionate learning as our highest priority.
- We celebrate **GLOBAL CITIZENSHIP** through our connected learning and working environment, as well as community stewardship.
- We embrace **INCLUSIVITY** that fosters diversity, teamwork and collaboration.
- We act with **INTEGRITY** through honesty, efficiency and reliability.

## Our Motto

*Fides et Labor*

(Faith and Work)

## Park University Graduate Studies Mission and Vision

### Mission Statement

The mission of Graduate Studies at Park University is to provide leadership and direction to Park University's graduate programs to assure that they are specialized, scholarly, and innovative, and designed to educate students to be creative, independent and lifelong learners within the context of a global community.

### Vision Statement

Park University's Graduate Studies will be an international leader in providing innovative graduate and professional educational opportunities to learners within a global society.

## History of Park University

Founded in 1875 in Parkville, Mo., a suburb of Kansas City, Park University has developed into a comprehensive, independent institution that is a national leader in higher education. In 2000, Park achieved university status and now serves nearly 17,000 students annually at 41 locations in 21 states and online, including 35 campuses at military installations across the country.

Serving an ethnically diverse student population and non-traditional adult learners has, for many years, been central to Park's educational mission. Even in its first year, Park University enrolled women students as well as men, something that was unusual at the time; and two of the original 17 students were Native

Americans. Park was also an early integrator when it welcomed African-American students to live in Park's residence halls in the 1950s.

Park continues to increase access to higher education by offering the quality undergraduate and graduate degrees students desire at locations, times and delivery formats that best serve their needs. In 2010, the University was ranked as the No. 1 value among private colleges and universities by Parents & Colleges, an online resource for parents of college-bound students — a distinction that was reaffirmed in 2012. In 2011 and 2013, Park was ranked the seventh most affordable private university/college in the nation, and first in the Midwest, for tuition and fees, according to U.S. News and World Report. Providing such access has developed considerable diversity among the student population, with 261 international students representing 58 countries, and a 45 percent student representation from racial, ethnic and cultural groups typically underrepresented in colleges and universities. The University has repeatedly been recognized as one of the top 100 American colleges/universities in the nation graduating Hispanic, African-American and American-Indian students. In addition, extracurricular activities and championship-caliber athletic programs complement Park's outstanding scholastic programs.

Park University offers numerous degree programs online, and it maintains a long-standing relationship with the U.S. military for which it has been recognized as one of the largest providers of online undergraduate education to military learners worldwide. Since 2009, Park has received international recognition each year by Military Advanced Education magazine as one of its "Top Military-Friendly Colleges and Universities," citing Park's "innovative academic degree programs steeped in excellence." In addition, in December 2012, Park was ranked No. 2 among all private colleges/universities in the country as "Best for Vets" by Military Times magazine.

### **Mackay Hall**

Mackay Hall, placed on the National Register of Historic Places, houses the University's administrative offices, as well as some classrooms. It was built in 1886 by students who quarried the stone from the school's land, carried it to the site and built the structure as a means of earning their tuition. With its clock tower overlooking the residence halls, classrooms and other more modern facilities around it, Mackay Hall has become the symbol of the University.

## **Accreditation/Memberships**

### **Accreditation**

Park University is accredited by the Higher Learning Commission, 230 South LaSalle Street, Suite 7-500, Chicago, IL, 60604 (800-621-7440).

All graduate and undergraduate programs housed under the College of Management are accredited by the Accreditation Council for Business Schools and Programs (ACBSP), 11520 West 119th Street, Overland Park, KS, 66213 (913-339-9356). The B.S. in Economics degree is not considered to be a business program and is not accredited by ACBSP. The Master of Science in Information Systems and Business Analytics was recently added to the curriculum and is not currently accredited by ACBSP.

The State of Missouri Department of Elementary and Secondary Education, P.O. Box 480, Jefferson City, MO, 65102 (573-751-3469) has officially approved the academic standards of Park University for teacher education and other school professional programs.

The pre-licensure Bachelor of Science degree in Nursing is approved by the Missouri State Board of Nursing, P.O. Box 656, Jefferson City, MO, 65102-0656. The Bachelor of Science degree in Nursing – both the RN-to-BSN completion program and the pre-licensure program – is pursuing initial accreditation through the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC, 20036, (202) 887-6791. Applying for accreditation does not guarantee that accreditation will be granted.

The Bachelor of Social Work (BSW) and the Master of Social Work (MSW) are fully accredited by the Council on Social Work Education (CSWE), 1701 Duke Street, Suite 200, Alexandria, VA, 22314.

Accreditation documents are available for review upon request in the Office of Academic Affairs.

Park University - 8700 NW River Park Drive, Box 5, Parkville, MO 64152-3795

## Higher Education Agency Information and Authorizations

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

### Arizona

Park is authorized to operate by the Arizona State Board for Private Postsecondary Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Arizona State Board for Private Postsecondary Education. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Keith Blanchard  
Deputy Director/Investigator  
740 W. Adams Phoenix, AZ 85007  
602-542-5769  
Keith.blanchard@azppse.gov  
<https://ppse.az.gov/complaint>

The Arizona State Approving Agency (SAA) is the approving authority of education and training programs for Arizona. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://dvs.az.gov/services/education>.

### California

Park is a private institution approved to operate by the California Bureau for Private Postsecondary Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

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. Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at the address below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, a student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's internet website, [www.bppe.ca.gov](http://www.bppe.ca.gov). By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request.

Please contact:

Bureau for Private Postsecondary Education  
2535 Capitol Oaks Drive, Suite 400  
PO Box 980818, West Sacramento, CA 95798-0818  
Sacramento, CA 95833  
Telephone: (888) 370-7589 or (916) 431-6959



Fax: (916) 263-1897

[www.bppe.ca.gov](http://www.bppe.ca.gov)

[https://www.bppe.ca.gov/about\\_us/contact.shtml](https://www.bppe.ca.gov/about_us/contact.shtml)

<http://www.bppe.ca.gov/enforcement/complaint.shtml>

The California State Approving Agency (SAA) is the approving authority of education and training programs for California. The office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact the office at <https://www.calvet.ca.gov/csaave>.

### **Kansas**

Park is authorized to operate by the Kansas Board of Regents. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s).

However, students may appeal to the Kansas Board of Regents. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please see:

[https://www.kansasregents.org/academic\\_affairs/private\\_out\\_of\\_state/complaint\\_process](https://www.kansasregents.org/academic_affairs/private_out_of_state/complaint_process)

OR

Private/Out-of-State Postsecondary Education

1000 SW Jackson, Ste. 520

Topeka, KS 66612

(785) 430-4240

The Kansas State Approving Agency (SAA) is the approving authority of education and training programs for Kansas. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <https://www.kcva.ks.gov/>.

### **Missouri**

Park is exempt from reporting to the Missouri Department of Higher Education ("MDHE") as a private, not-for-profit institution. Regardless, Park does report the MDHE as a good-faith showing of its compliance with relevant laws and regulations. This agency may be contacted for a list of currently authorized programs.

Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below.

Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s).

However, students may appeal to the MDHE complaint information. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Missouri Department of Higher Education

205 Jefferson Street

P.O. Box 1469

Jefferson City, MO 65102-1469

573-751-2361

<https://dhe.mo.gov/contactus.php>

The Missouri State Approving Agency (SAA) is the approving authority of education and training programs for Missouri. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary

should contact our office at <https://dese.mo.gov/adult-learning-rehabilitation-services/veterans-education>.

### **Ohio**

Park holds Certificate of Authorization by the Ohio Department of Higher Education. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below. Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Ohio Board of Regents. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Matt Exline  
25 S Front St.,  
Columbus, OH 43215  
[mexline@regents.state.oh.us](mailto:mexline@regents.state.oh.us)  
614-728-3095  
<https://www.ohiohighered.org/students/complaints>

The Ohio State Approving Agency (SAA) is the approving authority of education and training programs for Ohio. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://dvs.ohio.gov/main/state-approving-agency.html>.

### **Texas**

Park is authorized to operate by the Texas Higher Education Coordinating Board. This agency may be contacted for a list of currently authorized programs. Authorization does not carry with it an endorsement of the institution or its programs. Any person desiring information about the requirements of the act or the applicability of those requirements to the institution may contact the agency at the information below. Regarding complaints against Park, for all students, it is highly recommended that you attempt to resolve your grievance at the institutional level using the processes defined on Park's website and catalog(s). However, students may appeal to the Texas Higher Education Coordinating Board. By doing so, the student under no circumstances will suffer any adverse actions by Park University. Additionally, staff will provide information regarding powers, duties, responsibilities and credentials at Park University upon request. Please contact:

Texas Higher Education Coordinating Board College  
P.O. Box 12788  
Austin, Texas 78711-2788  
[Studentcomplaints@theeb.state.tx.us](mailto:Studentcomplaints@theeb.state.tx.us)  
512-427-6101  
<http://www.theeb.state.tx.us/index.cfm?objectid=989FE9A0-2213-11E8-BC500050560100A9>

The Texas State Approving Agency (SAA) is the approving authority of education and training programs for Texas. Our office investigates complaints of GI Bill® beneficiaries. While most complaints should initially follow the school grievance policy, if the situation cannot be resolved at the school, the beneficiary should contact our office at <http://www.tvc.texas.gov/tvc/education-home.aspx>.

## **Memberships**

Park University is an institutional member of the Council of Independent Colleges, the Council of Graduate Schools, the Kansas City Professional Development Council, the Missouri Association of Colleges for Teacher Education, the Missouri College Relations Committee, the Missouri College Fund, The American Association

of Collegiate Registrars and Admissions Officers, the National College and University Business Officers, and the National Association of International Educators.

The Hauptmann School of Public Affairs is a member of the Network of Schools of Public Policy, Affairs and Administration (NASPAA), an institutional membership organization which exists to promote excellence in public service education. The membership includes U.S. university programs in public affairs, public policy, public administration and nonprofit management. In addition, the MPA program is a partner with the American Society for Public Administration. The Hauptmann School is also a member of the International Association of Schools and Institutes of Administration (IASIA), an international association of organizations and individuals whose activities and interests focus on public administration and management through education and training of public administrators and managers.

Park Distance Learning is a member of the Servicemembers Opportunity Colleges, the Servicemembers Opportunity College Associate Degree, the Servicemembers Opportunity College-Navy-2, the Servicemembers Opportunity College-Navy-4, the Servicemembers Opportunity College-Marine-2, the Servicemembers Opportunity College-Marine-4, the Servicemembers Opportunity College Education Program, the National Association of Institutions for Military Education Services and the National Association of Veterans Programs Administrators.

## **Admission to Graduate Studies**

Park University's graduate programs seek students with a record of academic achievement, involvement in the community and good character. No applicant will be denied admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status.

Admission to a graduate degree program at Park University is granted by the University. Each academic program may establish, with proper approvals, admission standards higher than the minimum standards established by the University, but no applicant who fails to meet the minimum standards may be admitted for Graduate Studies at Park University. Any exception to this policy must be approved by the dean of the college to which the student has applied, and such exception will be made only under rare circumstances, on the basis of clear evidence that the applicant is capable of successfully completing the program.

To be admitted, each applicant must hold a bachelor's degree from a regionally accredited United States institution of higher learning or a degree equivalent to a United States bachelor's degree from an accredited foreign institution. Any student wishing to receive transfer credit for coursework undertaken at a foreign institution must request a foreign credit evaluation from a Foreign Credential Evaluation Services company approved by either AICE (Association of International Credential Evaluators, Inc.) or NACES (National Association of Credential Evaluation Services, Inc.). Students must contact the company directly, request a detailed report with course level identification which must also be sent directly to the Office of International Education.

## **Graduate Admissions Requirements**

The undergraduate grade point average required for admission is 2.75 on a 4.0 scale. Individual programs may have additional requirements.

Admission may be withdrawn if it was granted on the basis of incorrect information or on the omission of relevant facts, which, if known at the time of the admission, would have resulted in denial. In order to complete the application process, applicants must submit to the Office of Graduate Admissions the following documents, unless otherwise indicated by policy:

- An application for graduate admission ([www.park.edu/apply](http://www.park.edu/apply))
- An application fee (per the Tuition and Fees page).
- An official transcript of the bachelor's degree, sent directly to the Office of Graduate Admissions by the issuing institution

All documents must be sent to:

Park University  
Office of Graduate Admissions  
8700 NW River Park Dr., Box #104  
Parkville, MO 64152

## Types of Admission

Students will be admitted to a graduate program with one of the following statuses:

1. **Full Admission.** Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission.** Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission.** Students may be admitted to a program on a conditional basis and their admission status will be classified as "conditional." The conditional status will be removed when applicants complete all prerequisite course requirements for admission into a graduate program, where applicable.
4. **Probationary Admission.** In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean of the college or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".
5. **Non-Degree-Seeking Students.** Non-degree status is available to those with a bachelor's degree who wish to enroll in some graduate courses for their professional advancement, but who do not plan to complete a degree or certificate program. Non-degree-seeking students must have minimum 3.0 grade point average on a 4.0 scale in their bachelor's work to be considered for admission. Lower GPA's may be considered on an individual basis by the relevant program director. Applicants who are seeking non-degree status are not required to submit GRE or GMAT test scores. However, if/when they intend to apply these courses to a degree or certificate program, the student must submit a new application and submit the required test scores, if applicable. No more than 12 graduate credits earned in a non-degree status at Park University may be applied to a master's degree program and no more than six (6) graduate credits earned in a non-degree status at Park University may be applied to a graduate certificate program.
6. **Registered Auditors.** Those students who are interested in a particular course, but who are not taking it for a grade may audit the course. Only face-to-face courses may be audited.

**Individual programs may have admission status types which vary from the ones listed above. Refer to individual program sections for the respective admission status types.**

## Change of Graduate Programs at Park University

Students must have satisfactory graduate standing (3.0 or better grade point average) to be eligible to transfer from one Park University graduate program to another Park University graduate program. A student may have no grade lower than a "C" and no more than six (6) hours graded "C" in graduate courses taken at Park University at the time of the transfer. Students must submit a new application and the required test scores, if applicable, to the new graduate program. Additionally, students must provide written notice to the original graduate program of their intent to transfer.

International nonimmigrant students studying on an F-1 visa must notify the Office of International Education (IE) within 14 days of making this change by submitting a Notification of Change of Major/Program Form. Failure to notify IE of the program change will result in the loss of lawful F-1 visa status.

If an international nonimmigrant student on an F-1 visa will not be able to complete their new program by the Program End Date listed on their I-20, they must also request an I-20 Extension from IE. The student must submit the following documentation to IE to request an I-20 Extension:

1. I-20 Extension Request Form
2. Proof of Financial Support

1. If the funds listed in the Proof of Financial Support are not in the name of the student, an Affidavit of Support from the financial sponsor must accompany the Proof of Financial Support and I-20 Extension Request Form.

## **Park University Undergraduate Seniors**

Park University undergraduate seniors, with a 3.6 cumulative grade point average, while still completing their bachelor's degree, may be permitted to take up to nine (9) graduate credit hours in a non-degree seeking status. These credits will be applied to the appropriate graduate program after the student has received his/her undergraduate degree and has been admitted to a graduate program. *Financial Aid will not be available for courses taken as a non-degree seeking student.*

International nonimmigrant students studying on an F-1 visa who wish to engage in graduate course work while completing their undergraduate degree must continue to be enrolled in a full undergraduate course of study (at least 12 undergraduate credit hours per semester); any graduate credit hours must be taken in addition to a full undergraduate course load. Failure to maintain full-time undergraduate enrollment will result in the loss of lawful F-1 visa status.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

## **4+1 Undergraduate to MBA, MHA or ISBA Programs**

The 4+1 Program allows undergraduate students in business (all majors) and Bachelor of Public Administration majors with at least 60 undergraduate credit hours and a cumulative grade point average of 3.0 on a 4.0 scale to take graduate coursework in either the MBA, MHA or ISBA program, for business majors. The 4+1 programs will not only count toward fulfilling undergraduate degree requirements, but will also count toward the completion of respective graduate degree. Qualified students may take up to 12 credit hours (4 courses) from their respective 4+1 program which will reduce the time necessary to complete their respective graduate degree from two years to as little as one year following the completion of the undergraduate degree. Students must be enrolled in at least 12 semester hours combined of undergraduate and graduate classes each semester he/she is taking MBA, MHA, or ISBA credits under this option.

## **4+1 Bachelor to MPA Program**

With the approval of the Director of the MPA Program, undergraduate students in public administration who have completed at least 60 credit hours with at least a 3.0 GPA may apply to take up to 12 credit hours of graduate courses towards the MPA. A student electing this option will take the selected courses during their senior year and must be enrolled in at least 12 semester credit hours total of undergraduate and graduate classes each semester.

## **International Student Qualifications**

Park University welcomes applications for admission from international non-immigrant students from all countries. As a graduate international non-immigrant student, you may apply for graduate study as a first time graduate applicant or as a graduate transfer-in student. You are a transfer student if you have attended a college or university and have earned a bachelor's degree and are earning credits towards a graduate degree. Most programs at Park University do not require the graduate standard examination such as GMAT.

## **Admission standards for Graduate International Non-Immigrant Students**

The following items must be received by April 1 for Fall Semester admission, or by October 1 for Spring Semester admission, if you are currently outside of the U.S.:

1. Application for Admission
2. Application fee (see Tuition and Fees page)

3. Submit official copies of academic credentials (including all previous college work) in native language and English translation. A 2.75 (overall) GPA is required for full admission.
4. Submit proof of English Proficiency in one of the following forms:
  1. A minimum TOEFL (Test of English as a Foreign Language) score of 79, with a minimum score of 20 on each section for internet based test or 550 for paper based test (Park University TOEFL code is 6574)
  2. A minimum IELTS (International English Language Testing System) score of 6.5
  3. Evidence of qualifying for an exemption from the Proof of Language Proficiency Requirement. For more information, contact International Education.
5. Submit financial statements - If you hold or intend to seek an F-1 student visa you must provide financial documentation that must be issued within the last 6 months and funds shown must be in liquid assets (readily accessible). Bank statements may be in the country of origin's currency but must be equal to the required U.S. Dollar amount.
6. Submit Affidavit of Support Form
  1. The financial affidavit of support must prove your or your sponsor's willingness to pay for tuition, registration fees, books, and living expenses (if applicable) for the duration of your studies.
7. Submit color copy of passport
8. If transferring from a school within the United States, the international student must submit the following:
  1. Copy of visa
  2. Copy of I-94 documentation
  3. Copy of I-20
  4. Transfer Form – this is completed after admission to Park University by both the prospective student and the international advising office at the current school attended.
9. For information regarding admission standards for international students email [international@park.edu](mailto:international@park.edu) or [gradschool@park.edu](mailto:gradschool@park.edu).

## International Students: How to Apply

- Complete Online Application for Admission at [www.park.edu](http://www.park.edu)
- Pay non-refundable application fee (refer to Tuition and Fees Table) by credit card or mail your check
- Submit official transcripts in a sealed envelope
- Submit TOEFL/IELTS as proof of English Proficiency for "full admission".
- Notify Office of International Education at [international@park.edu](mailto:international@park.edu) if the applicant is interested in "conditional admission".
- Submit Statement of Finances
- Submit Affidavit of Support form
- Submit color copy of passport
- Transfer-In – submit copy of visa, I-94, and I-20, Transfer-In Form
- Mail your documents and/or application fee check to:  
Office of International Education  
Park University  
8700 NW River Park Dr.  
Parkville, MO 64152

### Estimated Cost of Attendance for International Students (F visas)

Graduate Program (Excluding MBA)	Fall Term	Spring Term	Total
Tuition/Fees	\$3,210	\$3,210	\$6,420
Cost of Living	\$5,000	\$5,000	\$10,000
Books (estimated)	\$500	\$500	\$1,000

Health Insurance	\$414	\$414	\$828
<b>Estimated Total</b>	<b>\$9,124</b>	<b>\$9,124</b>	<b>\$18,248</b>

<b>MBA Program</b>	<b>Fall Term</b>	<b>Spring Term</b>	<b>Total</b>
Tuition/Fees	\$3,660	\$3,660	\$7,320
Cost of Living	\$5,000	\$5,000	\$10,000
Books (estimated)	\$500	\$500	\$1,000
Health Insurance	\$414	\$414	\$828
<b>Estimated Total</b>	<b>\$9,574</b>	<b>\$9,574</b>	<b>\$19,148</b>

- Tuition and fees are subject to change.

New international students are required to pay all costs no later than the 'confirmation date' for each term. International students are ineligible for payment plans. All Park University students who fail to pay their tuition and fees prior to the confirmation date will be dropped from all courses for non-payment.

## Important Notice for International Applicants

All international non-immigrant applicants must have all required documents, application fee, financial documents, and meet all admission requirements in order for the Office of International Education (IE) to recommend your application for admission into a graduate program. Once a decision is made, Graduate admissions will notify IE office to process the acceptance or denial decision. If you are admitted for graduate study, IE will issue your Form I-20.

Questions regarding Form I-20 and visa issues should be directed to the IE at (816) 584-6820 or [international@park.edu](mailto:international@park.edu). Should you have any questions regarding academic admission requirements, please contact the Office of Graduate Admissions at (816) 559-5625 or [gradadmissions@park.edu](mailto:gradadmissions@park.edu).

## Insurance for International Students

Enrollment in the Park University sponsored health insurance is mandatory for all F-1 visa holders and their dependents (F-2 visa holders). Government sponsored students (ie: Saudi Arabian Cultural Mission [SACM] sponsored students) whose sponsoring body provides health insurance coverage are exempted from purchasing sponsored insurance through Park University.

## Tuition and Fees

(Subject to change by Park University)

**Graduate Tuition** \$580/credit hour

### Students may qualify for one of the following special graduate tuition rates:

**Military** (includes Active Duty, Active Duty Dependents, Reservists and National Guard) \$420/credit hour

**Veterans** (includes Veterans and Veteran Dependents using GI Bill®, Reservist Dependents, and National Guard Dependents) \$510/credit hour

**Federal Employees** (includes Federal Government Employees and Dependents) \$510/credit hour

**Applied and Performance Music Courses** \$600/credit hour

**Fees and Charges** (all fees are nonrefundable after the Enrollment Adjustment Period.)

Application Fee (waived for Park University graduates)	\$50
Commencement/Diploma/Certificate Fee	\$125
Diploma (2nd copy after one year of graduation)	\$75
International Student Application/Evaluation fee (one time)	\$75
Master of Business Administration Instructional Fee (per credit hour)	\$75
Late Payment Charge	\$20
Late Registration Fee (charged during Add/Drop Week)	\$50
Transcript Request Fee	
Electronic Delivery Fee	\$10
Mailed Delivery Fee	\$12
Audit a course	50% of tuition and full fees
Returned Check Charge	\$30
Thesis Binding Fee (if applicable)	\$80

\* *One-time fee applicable only to international nonimmigrant students*

Registration is not complete without full payment of tuition and fees. The following provisions may be available:

1. The first term each year that a student is to receive a guaranteed student loan, payment of 10 percent of tuition is due at the time of confirmation.
2. Enrollment in the 3 pay Payment Tuition Plan for 8 week courses or 4 pay Payment Tuition Plan for 16 week courses (contact the Graduate Studies student account representative for information).

Students are advised that provisions for a variety of tuition benefits, such as employer-provided vocational rehabilitation, Veterans Affairs Educational Assistance and tuition assistance for military members, may change over time. Please consult with the School of Graduate Studies Representative regarding your status in these matters.

If a student account is sent to an agency for collection and/or legal action, the account balance plus all collection fees (up to 33.3%) and legal fees will be paid by the student.

## Financial Assistance

### Applying for Financial Aid

Complete the Free Application for Federal Student Aid (FAFSA) by the priority date for all students by March 15. The FAFSA must be completed annually. To complete the FAFSA go to <https://fafsa.ed.gov/> and input Park University's Federal School Code: 002498, this will ensure the FAFSA information will be sent to Park University.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

### Eligibility Requirements

- Students must be fully admitted into an eligible degree seeking program
- Students must be enrolled in at least half-time hours
- Students must be meeting Satisfactory Academic Progress (SAP). To review the SAP policy please review the policy at <http://www.park.edu/student-financial-services/satisfactory-academic-progress.html>
- Complete Entrance Counseling (EC) and a Master Promissory Note (MPN) for federal student loans. For more information completing the EC and MPN please visit this website [www.studentloan.gov](http://www.studentloan.gov)



## Gainful Employment Programs

Gainful employment programs are those that are offered by Park University that lead to a certificate or other non-degree credential, and for which students may receive federal financial assistance. All programmatic gainful employment information may be found on Park's website at: <https://www.park.edu/tuition-financial-aid/gainful-employment/>.

## Types of Federal Financial Aid for Graduate Students

Graduate and professional degree students may be eligible to receive aid from the following federal student aid programs:

- **The William D. Ford Federal Direct Loan (Direct Loan) Program** — This is the largest federal student loan program. Under this program, The US Department of Education (ED) is your lender rather than a bank or other financial institution. There are two types of Direct Loans that graduate and professional degree students may receive:
- **Direct Unsubsidized Loans** — Eligible students may borrow up to \$20,500 per school year. Graduate and professional students enrolled in certain health profession programs may receive additional Direct Unsubsidized Loan amounts each academic year. Contact your school's financial aid office for details.
- **Direct PLUS Loans** — Eligible graduate and professional degree students who need to borrow more than the maximum unsubsidized loan amounts to meet their education costs may apply for a PLUS loan. A credit check will be performed during the application process.
- **Teacher Education Assistance for College and Higher Education (TEACH) Grant** — The TEACH Grant Program provides grants of up to \$4,000 a year to students who are completing or plan to complete course work needed to begin a career in teaching. The TEACH Grant is different from other federal student grants in that it requires you to take certain kinds of classes to get the grant, and then to do a certain kind of job to keep the grant from turning into a loan.

For students in the State of Washington: For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit <https://www.wsac.wa.gov/loan-advocacy> or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## Attendance Policy for Financial Aid

Park University confirms that students have engaged in an academically-related activity in the first two weeks of the term/semester for each course in which they are enrolled. Academically related activities include, but are not limited to: physically attending a class where there is an opportunity for direct interaction between the instructor and students; submitting an academic assignment; taking an exam, an interactive tutorial or computer-assisted instruction; attending a study group that is assigned by the school; participating in an online discussion about academic matters; or initiating contact with a faculty member to ask a question about the academic subject studied in the course. Academically-related activities do not include logging into an online class without active participation, or participating in academic counseling or advisement. VA benefits will be terminated or adjusted if a VA beneficiary does not participate in any academically-related activity in the first two weeks.

## Unofficial Withdrawal

The 50 percent point in the term will be used to determine the last date of attendance when students are unofficially withdrawn. The 50 percent point is used to calculate whether any Federal Title IV aid must be returned to the United States Government. The student will be provided an opportunity to provide documentation that they participated in an academic related activity beyond the 60 percent point. If a VA beneficiary is administratively withdrawn or officially withdraws from a class(es) resulting in non-punitive grades, the student will be reported to the VA. Benefit certifications for the program may be terminated and the VA beneficiary may be in debt to the VA.

## **Satisfactory Academic Policy for Financial Assistance**

Satisfactory progress is a federally mandated process and must be met to remain eligible to receive federal and state assistance.

The complete policy is available on the Satisfactory Academic Progress link at [www.park.edu/student-financial-services](http://www.park.edu/student-financial-services).

## **Scholarships**

Scholarship selections begin in the spring for the following award year. The priority deadline for the Endowed Scholarship Application, with autobiography/personal statement and two letters of recommendation (some scholarships require that the recommendation letters be from educators and/or supervisors) is Feb.1 each year; however, applications are accepted year-round.

Applications and brochures with more detailed information are available in the Office of Student Financial Services (located on the Parkville Campus) or from the scholarship coordinator, who may be reached at (816) 584-6294.

Since some scholarships require students to demonstrate financial need, it is recommended that students complete the Free Application for Federal Student Aid. (International nonimmigrant students are eligible to receive institutional scholarships, but are not eligible to complete the FAFSA and may need to provide alternative documentation to demonstrate financial need.) For a complete list of available scholarships, visit [www.park.edu/scholarships](http://www.park.edu/scholarships).

## **Graduate Assistantships**

The Graduate Assistantship program at Park provides students with a meaningful professional experience that enhances their graduate education and career development.

Within this broad framework, assistantships focus on – for example:

- Teaching-related duties (providing supplemental instruction or tutoring, leading discussion groups, participating in student learning assessment);
- Research (assisting an academic program or administrative unit in conducting research, often leading to presentation and publication opportunities for the Graduate Assistant); and Administration (program development, program facilitation, and assessment). Graduate Assistants contribute significantly to the areas within the University they serve. The role supplements and enhances the work of the area served and is not intended to replace core staff duties and functions.

*Note: This is not a needs-based award and is not designed to provide students with all funding for their degree; students should expect to have additional financial resources. International nonimmigrant students are eligible to receive graduate assistantships.*

## **Qualifications for a Graduate Assistantship**

Assistantships are awarded on a highly competitive basis. To be considered for a graduate assistantship, a graduate student must be fully admitted into the graduate studies with a cumulative undergraduate grade point average of 3.0 or higher and be fully accepted into a Park University graduate degree program. See [www.park.edu/grad](http://www.park.edu/grad) for further details.

## **Work Requirements**

Graduate assistants are required to work at least the specified number of hours. (Please note that international nonimmigrant students on F-1 and J-1 visas may not work more than 20 hours per week while classes are in session.) Students may not be required to report to work during school breaks, unless otherwise required to do so by the supervisor.

## **Compensation**

All graduate assistants receive a modest monthly stipend and some tuition assistance.

See [www.park.edu/grad](http://www.park.edu/grad) for further information regarding graduate assistantship requirements, application procedures and other information.

The Graduate Assistantship program at Park provides students with a meaningful professional experience that enhances their graduate education and career development.

## **Veterans Benefits**

Park University permits any covered individual to attend or participate in the course of education during the period beginning on the date on which the individual provides to the educational institution a certificate of eligibility (COE) for entitlement to educational assistance.

Park University will not impose any penalty, including the assessment of late fees, the denial of access to classes, libraries, or other institutional facilities, or the requirement that a covered individual borrow additional funds, on any covered individual because of the individual's inability to meet his or her financial obligations to the institution due to the delayed disbursement of funding from the VA under Chapter 31 or 33.

In accordance with Title 38 US Code 3679<sup>®</sup>, this educational institution adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post-9/11 G.I. Bill<sup>®</sup> (Ch.33) or Vocational Rehabilitation & Employment (Ch.31) benefits, while payment to the institution is pending from VA. This educational institution will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certification of Eligibility (COE) by the first day of class;
- Provide a written request to be certified;
- Provide additional information needed to properly certify the enrollment as described in other institutional policies

## **Graduate Study at Park University**

A master's degree is intended to prepare students for scholarly or professional careers, for more specialized study in the discipline, or to satisfy their desire to learn more about a subject. A master's degree is a distinguished academic award conferred upon those who demonstrate a level of competence and accomplishment that is substantially higher than what is expected of undergraduate students. These competencies include the ability to communicate effectively, think critically, skills to analyze complex situations, proficiency to acquire, integrate and apply knowledge, leadership skills, a capacity to recognize and deal with ethical issues according to the standards of their particular profession, and the ability to work collaboratively with others.

Academic preparation in a master's degree program should include coursework, independent research, peer interactions, often combined with a practical learning experience.

The University recognizes the necessity for a well-defined and articulated curriculum of study that includes contributions to learning provided by employment, volunteering in your community, service-learning and internship experiences. Furthermore, the University considers these professional experiences to be an integral part of the graduate curriculum in that they allow programs to develop and implement an enriched curriculum while providing students the opportunity to apply the knowledge, skills and dispositions they have acquired as a result of formal classroom activities. Finally, while encouraged and considered to be an integral part of the graduate curriculum, academic credit may not be granted for work, community volunteerism, service-learning or internship experiences, unless completed as part of a regularly scheduled course. A brief description of each graduate degree program follows.

Park University launched its first graduate program in 1982 with the **Master of Public Administration (MPA)** degree. This graduate program was developed by Jerzy Hauptmann Ph.D., long-time professor and dean, after whom the Hauptmann School of Public Affairs was named. Accredited by the Accreditation Council of Business Schools and Programs (ACBSP) and designed as a cross-sector degree with a public service values foundation, the **MPA** resides in the College of Management. The degree prepares leaders for work and contributions in various sectors of society. Students develop skills needed to interface with organizations across sectors, while acquiring the knowledge base to work in a rapidly changing global community. The MPA program graduates leaders prepared to shape the future in these times of relentless change and to make a difference in their communities and in the world.

The **Master of Education** program was launched in 1995. Originally located at the Parkville Campus and taught in an accelerated format, this program was designed to serve the classroom teacher. Students are encouraged to utilize an action/reflection format in applying educational theory to their own classroom. In 2001, Park University added a degree program in Educational Administration to respond to a growing need for educational professionals certified in this area. A program in Leading Adult and Organizational Learning was added in 2004 and a two-year Urban Education program was launched in 2016.

The **Master of Business Administration (MBA)** program was launched in January 1998 and is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). Park University's School of Business, which is housed in the School of Business within the College of Management, is one of the largest not-for-profit business schools in the United States. Its mission is to provide quality, innovative, application-based learning. The MBA is designed to meet the educational needs of a growing and diverse business community. Whether advancing through the ranks of an international corporation or re-entering the workplace to join an organization, the business skills and tools one acquires in the MBA program are vital for success in the modern business environment.

The **Master of Arts in Communication and Leadership** program, instituted in the fall of 2005, is designed for professionals who wish to build upon their current career skills or seek career advancement, and for students seeking preparation for doctoral work. The degree blends the practical and theoretical knowledge needed to serve in corporate settings, the military, the nonprofit sector, government, politics, or to continue in a doctoral program.

The **Master of Healthcare Administration (MHA)** program at Park University is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). MHA programs were offered for the first time in the fall of 2006. This program resides in the School of Business which is housed within the College of Management and is designed to prepare learners for the health challenges of a global society, by teaching them innovative approaches to healthcare leadership. Graduates of this program will find themselves prepared to deal with the evolving issues of today's healthcare environment in a wide variety of public, private and nonprofit organizations.

The **Master of Music in Performance** program was instituted in the fall of 2008. The program, whose faculty is renowned worldwide, is an advanced course of study for musicians who hold a bachelor's degree and are seeking careers as professional musicians. Students enrolled in the MMP program may select from two concentration areas of performance, piano or strings.

The **Master of Science in Information Systems and Business Analytics** provides students with the technical, managerial, and strategic acumen necessary to leverage information technology and data to maintain a competitive advantage and improve operational outcomes.

The **Master of Social Work** program is designed to prepare graduates with the knowledge, values and skills needed to deliver effective and efficient advanced social work practice with individuals, families, groups, organizations and communities. The Master of Social Work program is fully accredited by the Council on Social Work Education (CSWE), 1701 Duke St. , Suite 200, Alexandria, VA, 22314.

## Graduate Programs Offered Online

### Online Programs

During the fall of 2002, Park University began offering its graduate degree programs online. Instructors and program developers involved in delivering these dynamic and expanding educational opportunities are required to complete online training courses prior to delivery. This requirement exemplifies Park University's commitment to academic excellence and demonstrates the University's commitment to provide quality educational opportunities in a rapidly changing world to diverse student populations. As a result,

graduate students enrolling at Park can complete their degrees in traditional classes, in online classes or through our blended courses which combine traditional and online class formats, in a manner that suits their needs and enhances their educational experiences. *Note: International students wishing to complete a Park University degree entirely online may do so from their home countries. International nonimmigrant students present in the U.S. on F-1 student visas are not eligible to pursue online degrees.*

## Master's Thesis Procedures

The writing of a thesis is a highly valued academic exercise especially suitable for students who wish to continue their graduate education in pursuit of a doctorate degree after completing the master's degree. The thesis is traditionally regarded as the culminating activity in a master's degree program. Students may earn up to six hours of graduate credit for writing a thesis, earned through fixed or variable credit courses, depending on the graduate program offered. Continuous enrollment for an additional one hour is possible, with the approval of the thesis committee chair.

Students should carefully plan their activities, in order to ensure that they develop a workable proposal, conduct the research, write the thesis and get it approved by the thesis committee, in a timely manner. A copy of the completed thesis should be submitted to the major adviser no later than six weeks prior to the date of Commencement. College dean should receive a copy for final approval no later than three weeks prior to the day on which the degree is to be conferred.

## Thesis Committee

Candidates should consult their major adviser in forming a thesis committee and clarifying the role of the committee members in the research and writing process. The primary responsibility for directing the thesis resides with the adviser. The committee should consist of a minimum of three approved graduate faculty, including the major adviser in the discipline area. It is advisable to include additional faculty member(s) from outside the discipline, as faculty external to the discipline can bring fresh perspectives or provide valuable assistance in the conduct of research.

## Thesis Procedures

The candidate must register for the appropriate thesis course to begin the process of developing a thesis proposal. Registration allows the student to receive advice from a faculty member and to utilize University facilities to prepare for the thesis. While enrolled in this course, the student is expected to actively work on developing a formal proposal related to an area of research interest, under the direction of a faculty member who will be the major adviser or the Committee chair.

At minimum, the research proposal should identify the problem, clarify the thesis statement, select an appropriate research methodology (including the data gathering instruments and data analysis techniques) and provide an effective overview of the scholarly literature. The following general outline may be helpful in developing a proposal.

- Key concepts and definition of the project. Concisely and clearly state what the project intends to accomplish. What are the basic questions to be explored?
- Significance of the study. Why should the scientific community be interested in this study? What contribution will it make to the discipline, the profession and society?
- Review of relevant literature. How does your research relate to the work of others? Where are the gaps in literature? What do you hope to add to the literature?
- Methodology. How do you plan to approach the subject? What is your methodology and what instruments or procedures will you use to gather the data/information that you would need to address the questions? What is the justification for the use of this methodology? Do you have the resources to conduct the study, such as access to people, data, archives, collections, time, etc.?
- Plan of work and timetable. Present a realistic timetable including specific dates by which you plan to complete specific facets of the research. It will help you and the Committee to decide if you can realistically complete the project.

- **Bibliography.** Present a working bibliography that includes scholarly books and articles. You will revise and expand this bibliography as you continue with your project.

## **Proposal Defense and Submitting the Proposal to the dean of the College**

When the proposal is ready for defense, the student must work with the Committee chair in setting a date for the proposal defense. The defense must be conducted at least one semester prior to graduation and the proposal must be submitted to the dean of the College once it is approved by the chair and all members of the Committee.

## **Submitting the Proposal**

The student must work with the Committee chair in submitting the proposal to the Committee members for their approval. Once approved by the Committee, the chair will forward the proposal to the dean of the College at least one semester prior to the semester in which the student is expected to graduate.

## **Human Subjects Protection and IRB Review**

In preparing the thesis proposal, students must be aware that any research which involves human subjects must be approved by the Institutional Review Board of the University in order to ensure compliance with applicable federal regulations and University policies. The proposal must be reviewed and approved by the IRB according to the University procedure. Failure to gain the IRB approval will result in denial of the proposal. It is a violation of the procedures to contact human subjects prior to the IRB approval of the proposal. It is highly recommended that the IRB approval be received prior to the submission of the proposal. Additional information related to the IRB may be found at [www.park.edu/irb](http://www.park.edu/irb).

## **Data Collection**

Following the approval of the thesis proposal, students may begin data gathering. Data may be collected using qualitative, quantitative, participatory, documentary or action research methodologies, as may be appropriate. The writing of the thesis may then begin, with the guidance of the Committee chair. Students are encouraged to consult the chair regularly, to ensure that they receive timely and useful feedback throughout the research and writing process.

## **Thesis Defense**

An oral defense of the thesis must be satisfactorily completed and approved by the Committee, and the result of the defense must be submitted to the dean of the College three weeks prior to graduation. Thesis defense is open to the University community.

## **Enrollment in XX 799 (1 cr.)**

When additional time is needed to complete the thesis work, enrollment in XX 799 is permitted, in consultation with the chair. For additional information on the thesis procedure, please consult the director of your graduate program.

## **Academic Regulations and Policies**

The provisions of this catalog are subject to change at the discretion of Park University. A record of any change will be maintained in the Academic Affairs office and the Office of the Registrar. The following are not intended to be an exhaustive source of information on the policies and standards governing graduate education at Park University. Students may consult their academic advisors or Graduate Program Directors for clarification and additional information.

The Graduate Council recommends policies and procedures to govern graduate programs at Park University, and ensures that faculty, students and program administrators adhere to approved policies, procedures and best practices.

## **Academic Honesty**

Academic integrity is the foundation of the academic community. Because each student has the primary responsibility for being academically honest, students are advised to read and understand all sections of this policy relating to standards of conduct and academic life. Park University students and faculty members are encouraged to take advantage of the University resources available for learning about academic honesty at [www.park.edu/current-students](http://www.park.edu/current-students)

### **Definitions**

Academic dishonesty includes committing or attempting to commit cheating, plagiarism, falsifying academic records, unauthorized possession or distribution of academic materials, and other acts intentionally designed to provide unfair advantage to the student.

Cheating includes, but is not limited to, intentionally giving or receiving unauthorized aid or notes on examinations, papers, laboratory reports, exercises, projects, or class assignments which are intended to be individually completed. Cheating also includes the unauthorized copying of tests or any other deceit or fraud related to the student's academic conduct.

Plagiarism involves the use of quotations without quotation marks, the use of quotations without indication of the source, the use of another's idea without acknowledging the source, the submission of a paper, laboratory report, project, or class assignment (any portion of such) prepared by another person, or paraphrasing another's work without acknowledging and documenting the source.

Falsifying academic records includes, but is not limited to, altering grades or other academic records.

Unauthorized possession or distribution of academic materials may include the unauthorized selling or purchasing of examinations, term papers, or other academic work; stealing another student's work; using information from or possessing exams that a faculty member did not authorize for release to students.

Unauthorized distribution of academic materials also includes preparing, offering to prepare, selling, or distributing material with the knowledge, or under circumstances in which s/he should reasonably have known, that such material is to be submitted by another person for academic credit at any college, university, or education institution.

Other academically dishonest acts include, but are not limited to: stealing, manipulating, or interfering with an academic work of another student or faculty member; receiving or giving assistance on a task that was expected to be performed individually; lying to or deceiving a faculty member.

### **Possible Sanctions Against Academic Dishonesty**

Depending on the seriousness of the offense, one or more of the following sanctions may be imposed on a student who violates standards of academic integrity (instructor's discretion):

1. Verbal and/or written formal reprimand.
2. A lower or failing grade for the particular assignment.
3. A lower or failing grade in the course.

When there is evidence of plagiarism in a comprehensive exam, final project or thesis, the instructor, evaluator or primary thesis advisor can:

1. Fail the student for the particular comprehensive exam, final project or thesis.
2. Determine that the student should not be allowed to retake the exam or rewrite the project or thesis.

Imposition of any of the following sanctions requires the approval of the dean of the School in which the student is enrolled:

1. Administrative withdrawal from the course.
2. Academic probation for a specified period of time.
3. Academic suspension for a specific period of time.
4. Dismissal from the program.
5. Expulsion from the University.

1. The sanctions listed above may result in the violation of the lawful visa status of F-1 students which may result in the Termination of their SEVIS Record.

## **Procedure**

In the event of an alleged or suspected violation of academic honesty, the following procedure will be followed:

The primary responsibility for the initial handling of plagiarism and cheating rests with the instructor. As a first step, the instructor will discuss the matter with the student, in an attempt to ascertain the facts. Whether or not the student admits to plagiarism/cheating, if the instructor remains convinced that the alleged violation occurred, either based on documentary evidence or personal observation, in instances of cheating, the instructor may impose an appropriate penalty, as outlined above, on the student. The seriousness of the penalty to be imposed depends on the seriousness of the offense.

## **Appeal**

A student who wishes to appeal either the charge of plagiarism and cheating or the appropriateness of the penalty may schedule a conference with the program director, who may informally resolve the matter in discussion with the student and the instructor. If the program director is the instructor, the student may conference with the dean of the College.

If the student is unsatisfied by the resolution offered by the program director, the student may request the College dean for a formal hearing, within 14 calendar days of the program director's response. Within 14 calendar days of receiving the hearing request, the College dean will appoint and formally charge a Hearing Committee. This committee will consist of two graduate faculty members from the same program, excluding the instructor and the program director, and a third graduate faculty member from another program. The Hearing Committee will then elect a chair and formally notify the student of the hearing. The hearing will occur within 14 calendar days of receiving the formal charge from the College dean. Both the student and the instructor will be given an opportunity to present their case to the Hearing Committee. Neither the student nor the instructor has the right to be represented by a legal counsel at this hearing. However, the student may choose another student, faculty or staff member to be present at the hearing, for advice. The adviser may not address the committee members or witnesses. Based on the Committee's recommendation, which must be forwarded to the College dean, in writing, within seven calendar days, the College dean resolves the case, either by affirming the Committee's recommendation, modifying the sanction or dismissing the charges. The College dean's written decision must be mailed to the student, via certified mail, within seven calendar days of receiving the Hearing Committee's recommendation. The College dean's decision is final.

## **Academic Records**

The Office of the Registrar maintains for each enrolled student an academic record and a degree audit. All official academic transactions are recorded.

A degree audit reflecting all completed courses will be available on request. A copy of the degree audit may also be obtained through MyPark. Any student may obtain copies of a transcript by filing an official transcript request along with the per copy fee. No transcripts will be issued unless at least one graded Park University course appears on the transcript. No outstanding balance may show on the student's account. Students may obtain an unofficial copy of their transcript through MyPark.

Park University's Records Retention Policies are designed to protect and maintain necessary records. The University permanently maintains grade, degree, and transcript records for all students. (Transcripts may be requested at [www.park.edu/transcript](http://www.park.edu/transcript).) Additionally, the University permanently maintains records of legal name changes. Other demographic information, including address records, are maintained for a minimum of ten years after last term of attendance/graduation. Other academic records, such as degree program offerings and degree requirements, are maintained in accordance with the University's Document Retention policy.



## Academic Standards

Graduate students are expected to make satisfactory progress toward a degree. Determination of satisfactory progress is based on the following criteria.

- Continuous enrollment in most Park University graduate programs is expected.
  - Continuous enrollment requires enrollment in at least one course. If the student discontinues enrollment for two calendar years or more, readmission is required. Should readmission be granted, it will be based upon the requirements and regulations effective at the time of the readmission. All requirements for a master's degree must be completed within seven years.
  - International nonimmigrant students on F-1 visas must enroll full-time each fall and spring semester. Readmission for international students is required after one year.
- Successful completion of all required program coursework and electives with a minimum 3.0 grade point average (GPA). (Programs may have a higher grade point average or grade requirements than the minimum University requirements for graduation. Refer to the Academic Degree Programs section of the catalog for program-specific requirements.)
- Students may have no grade lower than a "C" and no more than six (6) credit hours graded "C" in their declared graduate degree program coursework at the time of graduation.
- Students are not permitted to repeat any course in which the student earns a grade "B" or better. A course in which a student earns a grade "C" or lower may be repeated one time. No more than six (6) credit hours may be repeated in a declared program.
- Fulfillment of all program requirements (as outlined in the catalog), including but not limited to the successful completion of comprehensive examinations, thesis, portfolio, Major Field Test, final assessment or a final project.

In order to ensure that students are making satisfactory progress, academic status is assessed twice annually, at the end of the Fall and Spring semesters. These are referred to as Review Periods. The Fall Review Period includes coursework taken in summer and fall sessions, while the Spring review period includes spring sessions.

## Academic Probation

To remain in good academic standing, graduate students must maintain a 3.0 cumulative GPA. If the cumulative GPA for Park graduate courses falls below 3.0, the student will be placed on Academic Probation. Academic status is assessed only for review periods in which the student is enrolled in and attended courses. Students have two Review Periods in which to return to good academic standing by achieving a 3.0 cumulative GPA. To remain on Academic Probation and continue enrollment, students must maintain a GPA of 3.0 or higher in their coursework during each review period(s). Students whose academic program cumulative GPA at the end of any review period is above 3.0 are removed from Academic Probation and return to good academic standing.

## Academic Suspension

A student will be suspended from the program for any of the following reasons:

- Failure to maintain a GPA of 3.0 or higher, for courses that the student enrolled in and attended, taken during each Review Period after being placed on Academic Probation.
- Failure to raise their cumulative GPA to a 3.0 or higher within two Review Periods that the student enrolled in and attended.

## Academic Suspension Appeal

A student who has been suspended from a graduate program at Park University may petition for an exception from Academic Suspension policy.

Domestic students who have been academically suspended from a graduate program at Park University may petition for reinstatement, but will not be allowed to enroll in the following semester until their appeal is adjudicated.

International students placed on academic suspension will be permitted to enroll in the following semester upon submitting a formal petition to appeal the suspension. International nonimmigrant students on F-1 visas who are suspended are in violation of the lawful visa status, which may result in the termination of the SEVIS record.

All appeals must be at least one-page in length, typed, double spaced, with standard margins. It must be submitted within one week following formal notice of being placed on academic suspension to the Director of their program. The appeal should include explanation of those circumstances that contributed to the academic suspension, explaining the reasons why the student was not successful academically. Supporting documents should be presented as evidence in support of the appeal if available and appropriate. The student should provide a clear and achievable plan for their regaining academic good standing.

A committee chaired by the student's graduate Program Director and of two other graduate program directors will adjudicate the appeal and notify the student of their decision prior to the beginning of the following semester.

## Grading Policy/Quality of Work

The official grades issued by Park University to indicate the assessment of the student's performance are as follows: (per semester hour) A grade point average of 3.0 or higher is required for satisfactory academic standing in all graduate programs.

A - Excellent 4 grade points

B - Good 3 grade points

C - Unsatisfactory 2 grade points

D - Poor 1 grade point

F - Failure No grade points

I - Incomplete

P - Pass

S - Satisfactory Progress

W - Withdrawal  
Withdrawal without assessment of performance-issued between the last date to officially enroll and a date not later than the 10th week of the semester or 5th week of a term. Not available for two week sessions. No later than the third week of a four week session. The "W" is a student initiated withdrawal.

WF - Withdrawal  
Withdrawal issued after the 10th week of a 16-week semester, 5th week of an 8-week term or 3rd week of a four-week summer session. Not available for two-week session. The "WF" may be student-initiated or instructor-initiated and will receive the same grade points as an "F". Instructors will initiate a "WF" when a student does not officially withdraw from the course but failed to participate in course activities through the end of the period. It is used when, in the opinion of the instructor, completed assignments or course activities or both were insufficient to make normal evaluation of academic performance possible.

AU - Audit

NR - Not Reported

A grade of "I," "Au," "S," "NR" or "P" will not affect a student's grade point average; however, it may impact financial aid eligibility.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

## Grade Appeal Procedure

Careful, criterion-based and timely assessment of individual student performance and the assignment of an appropriate grade are a part of the faculty's teaching responsibilities. It is presumed that the assigned grade is based solely on the student's performance in the course and that the instructor's professional judgment is valid.

The appeal process is intended for the final course grade, not for specific assignments in the course. Students who believe that the instructor's evaluation of their final course grade was unfair or done in error may appeal the matter according to the provisions of this procedure. Students must exhaust the informal grade appeal process before a formal appeal can begin. A grade appeal must have a solid basis. It is inappropriate if based solely on the student not sharing the instructor's judgment about the quality of his or her work. Raising questions about fairness in this context is not to be understood as questioning the high standards that are expected, but rather as arbitrariness or capriciousness in evaluation and assigning a grade. The burden of proving arbitrariness or capriciousness rests on the student who wishes to appeal the grade. The following types of situations constitute grounds for the charge of arbitrariness or capriciousness:

1. The grade was influenced by factors that were irrelevant to student performance in the course.
2. Different standards than those used to evaluate other students were applied to determine this particular student's grade.
3. Stated grading standards in the syllabus were not followed or were altered significantly after the course was under way and without prior, written and sufficient notice.

### Informal Grade Appeal

It is the responsibility of the student to work to resolve the matter with their instructor informally within 30 calendar days subsequent to posting of grades. The instructor should correct the grade if an error was made or communicate with the student and explain the rationale for the grade. If the problem is not resolved informally in discussion with the instructor, the student may file an appeal by submitting, in writing and using the Grade Appeal Form, to the appropriate graduate program director, within 45 calendar days subsequent to the posting of the grade. *Except in extraordinary circumstances that include medical emergency and military service, failure to appeal the grade within the time limit constitutes waiver of the right to appeal.*

Exception: *If the instructor is unavailable because of death, prolonged illness or absence, or is no longer employed with the University, the program director or designee shall handle the situation in place of the faculty. In such a situation, the program director or designee may correct an obvious error, or in consultation with a colleague who is knowledgeable in the discipline, make a grade adjustment if it is warranted.*

### Formal Grade Appeal

- **Step 1:** If the problem is not resolved informally with the instructor, the student may appeal the grade formally to the appropriate graduate program director. The formal grade appeal request must be made in writing, using the Grade Appeal Form and submitted within 45 calendar days subsequent to the posting of grades in an attempt to resolve the matter. *Except in extraordinary circumstances that include medical emergency and military service, failure to appeal the grade within the deadline constitutes waiver of the right to appeal.* The appeal should clearly state and document the informal effort made to resolve the problem, reasons for the appeal and relevant documents such as a copy of the course syllabus, copies of exams, quizzes, assignments, etc., which the student believes are necessary to support the appeal. The appeal may also include a statement as to what the student feels should be the appropriate grade. The appropriate program director will promptly notify, in writing, the faculty member of the appeal, requesting a written response, with all supporting documentation. The response and documentation should be received from the faculty member by the program director within five business days of receiving the notice. If the program director was the instructor of the course, the student files the appeal with the dean of the College in which the graduate program resides.

- **Step 2:** Within 10 business days of receipt of the appeal, the program director or designee shall make a recommendation for or against the grade change, with justification in writing, and send the recommendation to the dean of the College in which the student is enrolled.
- **Step 3:** Within 10 business days of receiving the recommendation, the dean of the College shall inform the student of the final decision. The dean reserves the right to appoint a grade appeal committee to assist in the decision-making process. If such a committee is appointed, a recommendation must be forwarded in writing to the dean of the College within five business days of completing the review. The dean resolves the case either by affirming the committee's recommendation or by modifying it if necessary. The dean will inform the student in writing of the final decision within five business days of receiving the committee's recommendation or after the dean has determined the outcome. *The dean's decision on the appeal is final with no other appeal process available for either the student or faculty member.*

## Grade Change Policy

No grade change shall be granted later than one 16-week semester or two 8-week terms from the original grade submission deadline. Any change of grade, prior to the deadline, will be initiated by the faculty member only who assigned the grade. All requests must be adequately documented and approved by the program director or dean.

A grade may be changed, prior to the deadline, for the purpose of correcting clerical or administrative errors, or to correct an error in the calculation or recording of a grade. A change of grade will not occur as a result of additional work performed or re-examination beyond the established course requirements.

## Remote Proctoring

Park University has instituted remote virtual proctoring of the final exam for online students only in certain classes (not all Park online courses require proctoring – check the course's syllabus for requirements). Final exams in these designated courses (see: <https://pdl.park.edu/proctor/>) are taken online under the virtual supervision of the ProctorU during a specific window of time set in the course modules. Students will need both to register with ProctorU and to schedule each exam with ProctorU at least 72 hours ahead of time. ProctorU creates an academic record for each test-taker that is handled with the strictest adherence to Family Educational Rights and Privacy Act (FERPA) (URL: <http://www.ed.gov/policy/gen/guid/fpco/ferpa/index.html>) guidelines. All of ProctorU proctors are required to complete FERPA training and ProctorU was successfully audited for FERPA compliance by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) (URL: <http://www.aacrao.org>). Park University policies related to remote virtual proctoring are publically viewable here: Park Distance Learning – Academic Policies – Park University Online Proctoring Policy Page. URL: [https://www.park.edu/academics/park-distance-learning/academic-policies/#Proctor Policy](https://www.park.edu/academics/park-distance-learning/academic-policies/#Proctor%20Policy)

## Incomplete Notations

The notation of "I" indicates that the coursework was not completed in the time allotted in the semester/term, through no fault of the student (as determined by the instructor). This notation may be issued only in exceptional situations and accompanied by appropriate documentation. Requests for Incompletes are initiated by the student. Incompletes may be issued only upon the approval of the instructor and with a "Contract for Incomplete," signed by the student and the instructor, before the end of the final examination. Once signed by the instructor and the student, the Contract is placed on file in the office of the Registrar. An incomplete will not be issued to a student who has unexcused absences recorded for a course. If a student cites a medical or a disability reason for being unable to complete the coursework, the instructor will contact Disability Services for confirmation. An incomplete cannot be granted as a disability accommodation unless approved by Disability Services. The final assessment of the grade is postponed to no later than one 16-week semester or two 8-week terms after the last day of the semester/term in which the "I" was received. Failure on the part of the student to complete the work within the time limit will result in a grade of "F". A student may submit a written request for one 30-day extension. Exceptions to the extension request can only be made upon review and approval of the dean of the appropriate school. After approval by

the instructor, the request for extension is filed in the office of the program director, with a copy sent to the Registrar's office. The final assessment of the grade is submitted by the instructor and approved by the program director or dean.

*Note: Students on financial aid or graduate assistantship are advised that an "I" (Incomplete) may suspend the student's financial aid or graduate assistantship.*

## **Attendance**

Graduate students are expected to attend all classes, laboratories and field work for which they are enrolled, and complete all work assigned by the instructor. This policy applies to all online and face-to-face classes. For additional information refer to Attendance Policy for Financial Aid.

## **Audit Course Policy**

The designation of "Audit" is a registration status used when students officially register for a class without earning a grade or credit. Online courses are not eligible for audit. Students must request course audits in writing prior to end of the course add period for the session. Audits are permitted only if space is available within the course. Students are charged one-half of the regular tuition rate and full fees for audited courses. Audited courses do not apply to degree requirements and are not eligible for federal financial aid. Students may not receive credit by exam or VLE (Validated Learning Experience) credit for audited courses.

## **Classroom Conduct and Disciplinary Action**

A student whose behavior disrupts the classroom or interferes with the learning of other students will be subject to disciplinary action, ranging from dismissal from the classroom to expulsion from Park University. Such behavior includes, but is not limited to, the use of abusive or obscene language, attending the class under the influence of drugs or alcohol, excessive tardiness or excessive absences. For additional information refer to Student Conduct Code.

## **Comprehensive Exam**

When applicable, a student who fails the final comprehensive exam, except in the cases of plagiarism, may repeat the exam one time, with the permission of the program director. Any further attempts would only be permitted upon the recommendation of the program director and the approval of the College dean. If a student fails a comprehensive exam due to plagiarism the policies for comprehensive exams, stated under *Sanctions against Academic Dishonesty* apply.

## **Cancellation of Classes**

Any course may be cancelled at the discretion of the Provost or Campus Center Director. When a class is cancelled, students are notified so they may make necessary adjustments.

## **Pregnancy Disclosure Policy**

Park University provides pregnant students with at least the same special services as it provides to students with temporary disabilities and prohibits the harassment and discrimination of students based on sex, which includes pregnancy, childbirth, and related conditions, including breastfeeding. Park also provides reasonable accommodations to qualifying students with disabilities related to pregnancy and childbirth. Students may request accommodations through the Park University Disability Services office at [disabilityservices@park.edu](mailto:disabilityservices@park.edu). Please refer to Park's Pregnancy and Parenting Accommodations policy and Student Housing policy for more information, available at <http://www.park.edu/terms-and-regulations/disability-guidelines.html>.

## Study Abroad

Through participation in a study abroad program, Park students have the opportunity to earn Park credit abroad while attending one of Park's international partner institutions. Park University offers study abroad opportunities in numerous countries around the world. Bilateral, direct and study abroad consortia agreements are in place and continue to be updated to satisfy the need of students. Students can study abroad for a semester, a year, or a summer program. The credits taken abroad are counted towards the students' degree requirements and calculated into their GPA.

## Athletic Participation Policy

Athletic participation is an important component of student life. Athletes are required to abide by all NAIA and Park University rules and regulations in order to participate in athletics. Athletes are expected to attend class sessions and are only permitted to miss class for athletic purposes when University-sanctioned competitions (including travel to or from the destination) conflict with classes. (It is not permissible for student-athletes to miss class for on campus practices, weight training, or related activities.) The student-athlete is responsible to notify his/her instructor at least one week prior to the missed class period(s) and to make arrangements for missed coursework. Providing the faculty member has been notified by the student-athlete, the faculty member will make arrangements for class assignments, quizzes, exams, or other assignments that conflict with contest or related travel dates. Faculty are encouraged to allow the student to make up missed exams and/or assignments upon the student's return or, in some cases, may require that the work be submitted by the established deadline. All make up work and exams must be submitted by the last day of the session. If student-athletes have difficulty making arrangements with instructors to complete course requirements resulting from University-sanctioned competitions, students should contact the Associate Vice President and Dean of Students, Dr. Jayme Uden ([jayme.uden@park.edu](mailto:jayme.uden@park.edu)).

## Complaints / Grievances Policy

Park University has a variety of procedures for complaints/grievances related to harassment, disciplinary actions, financial aid appeals, and traffic violation appeals. Students should use these processes when appropriate, contacting the Student Success Center for guidelines, procedures, etc. Students who use these procedures will not be permitted to use the following procedures on the same incident or issue. However, students may choose instead to use this procedure in which the treatment rather than the outcome is being challenged.

It is the policy of Park University to provide equal opportunity for all enrolled students without discrimination on the basis of race, color, religion, gender, marital status, sexual orientation, national origin, age, disability, or veteran status. Students who feel that they have been discriminated against should file a student complaint with Student Life: [www.park.edu/student-life](http://www.park.edu/student-life).

Higher-education institutions delivering courses by distance education are required to provide the contact information for official entities or agencies within each state designated to handle complaint resolution. States are required by the US Department of Education (34 CFR 668.43(b)) to have a complaint process available to any enrolled or prospective student. Students enrolled in online and distance courses, as well as on-campus courses, should attempt to resolve complaints by following the Grievance Procedure(s) as outlined in the University's Catalogs (available here: <https://www.park.edu/academics/undergraduate-catalog/>). If students wish to file a complaint about the University with its accreditor regarding issues of institutional quality, students may do so by following the instructions on the Higher Learning Commission website (information available here: <https://www.hlcommission.org/StudentResources/complaints.html>). For distance education students ONLY who have exhausted all processes described above, please email the Missouri Department of Higher Education at [Amy.Werner@dhe.mo.gov](mailto:Amy.Werner@dhe.mo.gov) or (573) 522-1377.

Park University has developed the following procedures for assuring that the student has the opportunity to have his/her concerns addressed.

## Complaint

A complaint is an informal claim of discriminatory treatment. The complaint form is available on the Park University website at [www.park.edu](http://www.park.edu).

## Grievance

A grievance is the written allegation of discrimination that is related to:

- Treatment while enrolled in an educational program
- Employment as a student on campus or in campus-based programs
- Financial aid awards
- Participation in clubs and/or organizations
- Other matters relating to campus life or student life.

*\*Please note: If the grievance is related to a Student Harassment Policy or Title IX Policy situation, please refer the matter immediately to the Dean of Students, who serves as the Title IX Deputy Coordinator. More information on these policies is available on the Park website at [www.park.edu/student-life](http://www.park.edu/student-life). Students will not be subjected to adverse actions by any school officials as a result of initiating a complaint.*

All students with complaints should follow the outlined grievance procedures. If the complaint is not resolved at the institutional level, students may send the complaint, in writing, to the appropriate state higher education board. For contact information, refer to the State Authorizations section in the catalog.

## Procedures

1. Students wishing to make an informal complaint or file a grievance should contact their Student Success Advisor or Campus Center Director for the correct procedures to be followed, or complete the online Concern/Complaint Form, available at: <https://my.park.edu/ICS/Student/ConcernComplaint/>. Record-keeping will be the responsibility of the appropriate Student Success Advisor or Campus Center Director.
2. In the case of complaints, the Dean of Students (or the designee) will either: a. direct the complainant to the supervisor of the area where the alleged incident occurred or b. contact the supervisor on the student's behalf.
3. Students filing a grievance will be instructed to send a written statement which documents the alleged discrimination to the Dean of Students and to the immediate supervisor of the area where the alleged incident occurred. A written response from the supervisor will be made within ten working days.
4. If after reviewing the written response the student wishes to pursue the matter further, copies of the entire file are to be forwarded to Park University's Human Resources Officer. This officer will be free to interview those directly involved, and will be free to contact any who have information, in order to resolve the matter. The student's right to appeal stops with the Human Resources Officer. The goal of this procedure is to prevent reoccurrence. However, in instances where an individual is found responsible for serious discriminatory action, the Human Resources Officer will consult with the President regarding sanctions.
5. The President may choose to impose a variety of sanctions, including verbal warnings or letters of reprimand or dismissal from employment or enrollment at Park University. Please refer to the Academic Regulations and Policies section for material specifically relating to academic grievances and grade appeals.

To contact and/or submit a grievance to your state higher education board, please see the contact information on Accreditation/Memberships under State Authorizations.

## Graduate Student Course Load

Full-time graduate student status is met by enrolling in and completing six or more credit hours during a 16-week semester. *[NOTE: This definition of full-time status governs graduate assistantship awards.]*

Enrollment in three to five hours in a 16-week term will constitute half-time graduate student status. Two credit hours of enrollment during the semester will constitute part-time status.

A semester is a 16 week timeframe during which courses are offered in both a 16-week term and in two 8-week terms. *[NOTE: At times, specialized term configurations are put into place to accommodate a course. These terms take place within the semester framework.]*

A minimum of six credit hours in any combination during a 16-week semester is considered full-time graduate enrollment by Park University.

- This definition of full-time graduate student status does **not** meet the federally mandated full-time enrollment requirements for students receiving federal financial aid and/or student loans, or for international nonimmigrant students on F-visas.
- The definition of full-time graduate student status mandated by the federal government for students receiving financial aid and/or student loans and for international nonimmigrant (F-1) students **supersedes** the definition of the University's full-time graduate student status.

As graduate courses at Park University are offered in 16-week and 8-week terms, and as the credit hours per course vary from one to three, the following examples are provided for clarity:

**Park University's graduate student's full-time status requirement examples:**

<b>Graduate Student Enrollment Options</b>	<b>16-week term</b>	<b>First 8-week term</b>	<b>Second 8-week term</b>	<b>Total Credit Hours Enrolled</b>
Option #1 enrollment credit hours	2 three credit hour courses			<b>6</b>
Option #2 enrollment credit hours		1 three credit hour course	1 three credit hour course	<b>6</b>
Option #3 enrollment credit hours	1 three credit hour course	1 three credit hour course		<b>6</b>
Option #4 enrollment credit hours	1 three credit hour course		1 three credit hour course	<b>6</b>
Option #5 enrollment credit hours		1 one credit hour course	1 five credit hour course	<b>6</b>
Option #6 enrollment credit hours		1 two credit hour course	1 four credit hour course	<b>6</b>

**Federal Financial Aid and/or Student Loan full-time status requirement example:**

<b>Graduate Student Enrollment Options</b>	<b>16-week term</b>	<b>First 8-week term</b>	<b>Second 8-week term</b>	<b>Total Credit Hours Enrolled</b>
1st 16-weeks of enrollment credit hours	2 three credit hour courses			<b>6</b>
2nd 16-weeks of enrollment credit hours		1 three credit hour course	1 three credit hour course	<b>6</b>

Total Credit Hours for 2 consecutive 16 week periods **12**

**International Nonimmigrant (F-1) Student full-time status requirements example:**

<b>F-1 Graduate Student Enrollment Options</b>	<b>16-week term</b>	<b>First 8-week term</b>	<b>Second 8-week term</b>	<b>Total Credit Hours Enrolled</b>
1st 16-weeks of enrollment credit hours	2 three credit hour courses			<b>6</b>
2nd 16-weeks of enrollment credit hours		1 three credit hour courses	1 three credit hour courses	<b>6</b>

Total Credit Hours for 2 consecutive 16 week periods **24**

- The minimum 6 credit hours of enrollment each 16-week semester for international nonimmigrant students must be in face-to-face courses (online courses do not fulfill federal full-time enrollment requirements); online courses may only be taken in addition to the minimum 6 face-to-face credit hours.
- International nonimmigrant students who wish to enroll in credits for the second 8-week term of any semester must be enrolled in those credits at the beginning of the 16-week semester; failure to meet the full-time enrollment requirement at the beginning of each 16-week semester will result in the Termination of the student's SEVIS Record and loss of their lawful visa status.



These standards apply to all graduate programs at Park University.

## Definition of Credit Hour

Active student engagement with other students, the instructor, and the course content is required to throughout the entire semester/term in all modalities, face-to-face, online, and blended, as indicated on the academic calendar.

16-week: All courses are valued in semester hours. Fifty minutes of classroom or direct faculty instruction and two hours out-of-class student work each week for 15 weeks, plus 50 minutes reserved for a final exam, for one semester hour of credit.

8-week: All courses are valued in semester hours. One hundred minutes per week of classroom or direct faculty instruction and 240 minutes out-of-class student work each week for 8 weeks for one hour of credit. In eight-week courses, students and instructors are required to interact and complete educational objectives through the final day of the eighth week of the term as indicated on the academic calendar.

These semester/term interaction requirements are equally applied to face-to-face, online, and blended courses. In blended courses, this means that in addition to the final face-to-face meeting, students and instructors are required to continue instructional activities via virtual seat time through the final day of the calendar term (i.e., Sunday of the eighth week).

For online and blended courses, active student engagement with other students, the instructor, and the course content combine to form the equivalent amount of time (100 minutes per week required for each of all eight weeks throughout the calendar term). For blended courses, this means that in addition to the final face-to-face class meeting, students are required to complete virtual seat time requirements up through the final day (i.e., Sunday) of the eighth week of the calendar term. Finally, in keeping with the requirements for face-to-face courses, in online and blended courses, students complete other out-of-class requirements designed to achieve course learning outcomes for the approximately 240 minutes of such work for each one hour of credit, throughout the entire eight weeks of the calendar term.

Courses scheduled for a different number of weeks and other academic activities such as laboratory work, internships, practica, and studio work, have an equivalent number of hours as reflected in the combination of direct faculty instruction and out of class student work for the same amount of credit as listed above.

## Enrollment Adjustment Period

The first eight calendar days of a semester/ term constitutes the Enrollment Adjustment Period. Students are entitled to 100% refund of tuition and fees during the enrollment adjustment period. Within this time, the student will be permitted to evenly exchange class(es) during the first four calendar days. The final day to add or exchange a course (face-to-face or online) will be the fourth (4) day of a semester/term. Within this time, students are permitted to exchange classes without financial penalty. For any adjustments other than an even exchange, the student will be responsible for charges associated with the registration adjustment, as detailed in the *Refund Policy* section. The last day to drop a course will be the eighth (8) day of a semester/term. The adding or dropping of a class must be done by the student as directed by the Graduate School staff. A student using Veterans Affairs educational benefits may drop a course, without penalty by the VA, during the Enrollment Adjustment Period.

## Graduate Council

The Graduate Council, recommends policies and procedures to govern graduate programs at Park University, reviews and recommends changes to graduate program curriculum, and ensures that faculty, students and program administrators adhere to approved policies, procedures and best practices.

## Transfer of Graduate Credit

No more than nine (9) hours of graduate credit transferred from another academic institution may be used to meet master's degree requirements at Park University, unless such transfer is governed by interuniversity agreement. Transfer is granted only after an evaluation of the appropriateness of the courses by the program director. Other criteria that must be met in order for credits to be considered are:

1. Transfer course content is appropriate to the program. Only transfer credit earned from a regionally-accredited institution of higher education, or its equivalent, if the institution is a foreign university or college, is accepted.
2. The grade earned in the course is "B" or better.
3. The credit is not more than seven years old. A program director may waive this requirement on a course by course basis if, in his/her judgment, the content of the course has not changed appreciably during the applicable period.
4. Park University uses the American Council on Education (ACE) recommendations and university transferability guidelines to assess credit for U.S. military service and training for undergraduate students. No transfer credit is awarded for vocational certificate category ACE recommendations. Please contact the Office of the Registrar for more information: 816-584-6275 or registrar@park.edu.
5. Transfer credit must be requested prior to acceptance into the program, unless otherwise approved by the program director.
6. Refer to specific program for details and additional information related to allowable credit. A program director reserves the right to deny or limit transfer of credit.
7. No more than 25% of the hours required for certificate program may be transferred from another regionally accredited institution.

## **Interdisciplinary Graduate Work**

Students must take the core courses of the program in which they wish to receive their degree; however, they may take electives in other Park University graduate programs, with the approval of their adviser and program director. The electives should be a reasonable part of their academic and professional plans. The number of hours chosen, as electives, will vary with the program and may not exceed nine (9) credit hours. (See appropriate sections of the Catalog). Students wishing to receive an interdisciplinary graduate degree must contact graduate student success services.

## **Independent Study**

Independent study is a method for completion of courses in this catalog that do not require special equipment, instruments and/or machines, and are deemed suitable to be taught as an independent study. The course consists of a prescribed program of study with provision for interaction between a student and a Park University faculty member. To qualify for an independent study course, the student must:

1. Be a degree-seeking student at Park University in good academic standing with a grade point average of 3.0 or higher.
2. Have completed 25 percent of the degree requirements, unless an exception is granted by the program director or dean. If qualified, the student must request an Independent Study Agreement from the program director. A student is allowed a maximum of six (6) credit hours through independent study to complete the requirements. The program director must approve all independent study courses. All charges, regardless of funding, must be paid in full when the independent study is approved.
3. Submit a draft syllabus proposing the topic, readings, assignments and scheduled meetings, to the graduate program director.

## **Responsible Conduct of Research and Scholarship**

The conduct of research and scholarship must conform to the highest standards of ethical and professional integrity. Every aspect of research, including data collection, research design, research procedures, conclusions drawn and the dissemination of results must adhere to superior ethical standards, transcending personal gain, financial consideration or other individual or institutional advantage. Research involving human and animal subjects must meet the requirements of all applicable laws and regulations, as well as University procedures, to ensure the well-being of the human and animal subjects. See *Institutional Review Board information at [www.park.edu/institutional-review-board](http://www.park.edu/institutional-review-board)*.

## Withdrawals

Academic withdrawals are student-initiated requests to discontinue enrollment in classes. There are two types of academic withdrawals: 1) Course Withdrawals and 2) Session/University Withdrawals. Both types of withdrawals may have implications for financial aid. Students with financial aid should refer to the financial aid policies in the Tuition, Fees, Grants, Scholarships and Financial Aid section of the catalog. Park University follows the VA's policy on how withdrawals will affect beneficiaries. The VA's policy generally requires that withdrawals, 5 Revised 12/27/18 adjustments, and/or terminations are VA-certified within 30 days of the last date of attendance. The VA has sole determination with regard VA debt-related issues, but Park University may explain the circumstances that resulted in the VA debt. Additionally, international nonimmigrant students who are withdrawn from a course(s) may lose their lawful nonimmigrant status. Student-athletes who are withdrawn from a course(s) may jeopardize their eligibility.

1. Course Withdrawal

A course withdrawal is an official, student-initiated request to discontinue enrollment in one or more, but not all, courses in a session (Fall 1, Fall 2, Spring, Maymester, etc.). The notification to discontinue enrollment in a course(s) occurs after the enrollment adjustment period and, therefore, results in a grade of "W" (withdrawn) or "WF" (withdraw failure). Students who withdraw within the first two-thirds of the session receive a "W". Students who withdraw during the last third of the session receive a "WF". Home campus and distance students must request a course withdrawal through the Student Success Center or by e-mailing [gradschoolsucces@park.edu](mailto:gradschoolsucces@park.edu). Students at campus centers must notify their campus center or student success coach.

2. Session/University Withdrawal

A session/university withdrawal is a student-initiated request to discontinue all courses within a session (Fall 1, Fall 2, Spring, Maymester, etc.). To request a session/university withdrawal, students must complete the Request for Session/University Withdrawal form in the MyPark portal under My Student Academic Tools>Academic Information>Request for Session/University Withdrawal Form or contact the registrar's office (3rd floor Mackay; [academiccompliance@park.edu](mailto:academiccompliance@park.edu); 816-584-6270). Students are able to initiate a session/university withdrawal until the last day of the session. When requesting a session/university withdrawal, refunds (if applicable, see refund policy) and grades (see grading policy) for all withdrawn courses are based on the date the withdrawal request form is submitted or the date the student provides official notification to the registrar's office of intent to withdraw from a session. Students who are unable to officially withdraw due to military deployments, hospitalization, or other extenuating circumstances must submit supporting documentation to [academiccompliance@park.edu](mailto:academiccompliance@park.edu), preferably at the time of the withdrawal request but no later than five business days following submission of the request. Exceptions to the grading and/or refund policies are granted at the sole discretion of the University.

## Administrative Withdrawals

Administrative withdrawals are initiated by Park University for reasons such as non-attendance, non-payment, academic suspension, or misconduct. Park University reserves the right to administratively withdraw a student from class(es) for failure to meet financial obligations or failure to participate in an academically related activity in a class during the first two weeks of the session. If a student does not initiate the academic withdrawal process and has not participated in an academically-related activity in the class during the first two weeks, the University will initiate an administrative withdrawal from the respective course(s) with no record on the transcript.

## Unofficial Withdrawals

Unofficial withdrawals occur when students cease to attend class(es) but do not officially withdraw. Refer to the Unofficial Withdrawal section for information about how unofficial withdrawals affect financial aid.

## Graduate Studies Withdrawal

In order to totally withdraw from graduate studies students must first initiate a withdrawal from all classes. Withdrawals must be requested in writing via correspondence, e-mail or fax. Withdrawals by telephone will not be accepted.

## Refund Policy

Students who drop or withdraw from one of more courses may be entitled to a tuition refund. To determine if a student is eligible for a refund, the student must notify Park University as described in the *Academic Withdrawal* policy. Refunds are prorated based on the date in which the student formally requests the drop/withdrawal. Refunds are calculated based on the Refund Schedule below.

The return of federal funds formula provides for a return of Title IV aid, if the student received federal financial assistance in the form of a federal loan (Unsubsidized, Stafford, Perkins or other Title IV programs) and withdrew on or before completing 60 percent of the semester/term. If funds were released to a student because of a credit balance on the student's account, then the student may be required to repay some of the federal grants or loans released to the student.

Students who withdraw officially, or who are withdrawn administratively, from any or all hours in a term will have tuition refunded according to the following schedule:

<b>PARK UNIVERSITY REFUND CALCULATION SCHEDULE</b>				
<b>PERCENTAGE REFUNDED TO THE STUDENT UPON WITHDRAWAL</b>				
<i>- Effective 8/1/2018 -</i>				
	16-Week	9 or 8-Week	5 or 4-Week	2-Week
First 8 calendar days of term	100%	100%	50%	50%
Day 9 through conclusion of Week 2	75%	30%	20%	10%
Week 3	50%	20%	10%	
Week 4	25%	10%	0%	
Week 5	20%	5%	0%	
Week 6	20%	0%		
Week 7	10%	0%		
Week 8	10%	0%		
Week 9	5%			
Week 10	5%			
Weeks 11-16	0%			

16-Week 60% point is Week 10

9 or 8-Week 60% point is Week 5

5 or 4-Week 60% point is Week 3

2-Week 60% point is Week 2

When students with federal financial awards withdraw from Park University, the University will comply with the federal regulations as stated in the Federal Register. Park University distributes funds back to federal programs in the following order: Federal Loans: Unsubsidized Stafford, Subsidized Stafford, Perkins and other Title IV programs. Institutional awards are redistributed after the federal programs.

*Note: All fees are non-refundable. Room and board will be prorated on a daily basis. A \$100 "break of housing agreement" fee will be charged to any student breaking the residence hall agreement.*

## Minimum Graduation Requirements

In order to graduate with a master's degree, students must complete the following:

1. All necessary coursework with a 3.0 grade point average.
2. All program specific graduation requirements, which may include: comprehensive examinations, thesis, portfolio, final project, internships, etc.

*Note: The time limit for completing a master's degree at Park University is seven years. No course older than seven years, unless specifically approved by the graduate program director, will be applied to a master's degree program.*

## **Graduation and Commencement**

An Application for Graduation is required of all students who expect to complete a certificate or degree. Additionally, students who wish to participate in commencement and/or receive a diploma are required to pay the graduation/diploma fee. The Application for Graduation is accessible in MyPark. Students must submit an application for each credential they expect to earn. Students may contact their advisors for assistance.

Students who plan to participate in a commencement ceremony must adhere to the following deadlines:

- For Kansas City Area students and those participating in the commencement ceremony for the main campus, the graduation application is due March 15th for Spring commencement and October 15th for Fall commencement. If this date falls on a weekend, the deadline is extended to the next business day following the 15th.
- Graduation applications for Campus Center commencement ceremonies are due 60 days prior to the ceremony the student plans to attend.
- Students who apply by the deadline will have their names published in commencement booklet. Those who apply after the deadline may not appear in the commencement publication.

Students not participating in a commencement ceremony must apply no later than the final day of the session in which the student plans to graduate. Applications received after the session ends will be conferred at the end of the following session.

Students who need to change data from their graduation application (such as diploma name or address, commencement location, or expected graduation session) must contact the Office of the Registrar (registrar@park.edu) to have their record updated.

## **Degree Check and Graduation**

Once the graduation application is filed, the Office of the Registrar will perform a degree check of the student's coursework. Any outstanding requirements are noted on the graduation/diploma application. Degrees are conferred at the end of each primary session (Fall 1, Fall, Spring 1, Spring, and Summer). In order to be considered for graduation, all coursework and other degree requirements must be completed as of the final day of the session to meet graduation requirements for that session. Outstanding transcripts, test scores, Incomplete contracts, and other relevant materials must be received by the Office of the Registrar within three weeks of the end of the session in order for the student to graduate that session. If transcripts or test scores are received after that, degrees will be conferred at the end of the following session.

All correspondence concerning graduation and commencement will be sent to the student's Park University email address. Students are responsible for checking their Park email.

## **Commencement Ceremony Participation**

Park University commencement ceremonies for Kansas City area graduates are conducted in December and in May, as well as annually at Park's campus centers across the country. Students planning to participate in a commencement ceremony at one of the campus centers must contact the director of the campus they plan to attend as early as possible. Be aware that seating for guests may be limited at some locations.

In order to participate in commencement ceremonies, students must be enrolled in their last coursework with satisfactory progress provided that all other University and program graduation requirements listed above have been met. If there are special circumstances the student may petition the Office of the Registrar.

## **Student Conduct Code**

As a student at Park University, you should be aware of the rights you have as a student and of the responsibilities associated with being a Park student. These policies apply to all Park University students,

regardless of whether the student is taking classes online, at a campus center or on the Parkville Campus — all delivery modes and all locations. The Student Code of Conduct reflects the core values of the University, and is based on respect for self and others, and was developed to challenge students to embrace high ethical standards, and interact with other students, faculty and staff with integrity.

As a student, you have the right to an opportunity to learn in an environment that is free from discrimination based on race, color, creed, religion, gender, marital status, sexual orientation, national origin, age, disability or veteran status. It is the responsibility of all members of the Park University community — students, faculty and staff — to create and maintain an environment where all persons are treated with respect, dignity and fairness. Students have responsibility for assuming the consequences of their actions. Students are expected to accept their obligations to the entire Park community to honor and respect the value and integrity of each person, and to conduct themselves accordingly. In addition, students are responsible for making themselves aware of Park University policies and procedures, all of which are outlined in this *Catalog* and on the Park University website: [www.park.edu/policies](http://www.park.edu/policies).

The mission of Park University is to transform lives through accessible, student-centered, quality higher education. In order to maintain an environment where this mission can be achieved effectively and equitably, Park University promotes civility, respect and integrity among all members of the community. Choosing to be a member of the Park University community obligates each member to follow these standards and ensures that a campus community of civility is maintained. In that light, the Student Code of Conduct will follow established processes for ensuring fundamental fairness and an educational experience that facilitates the development of the individual and/or group.

The primary intent of this Code is to set forth community standards necessary to maintain and protect an environment conducive to learning. Park University standards reflect higher expectations of behavior than may be prevalent outside the University community.

A suspicion of wrongdoing, based on probable cause, must exist before a student shall be subject to disciplinary review. Throughout the judicial procedures, staff will ensure that students receive adequate due process and make sure that their rights are protected.

1. **Acts of Dishonesty.** Acts of dishonesty, including but not limited to the following:
  1. **Academic Dishonesty.** Cheating, plagiarism, or other forms of academic dishonesty. Please note that Academic Honesty is a policy that is also enforced by the faculty member of the course. A detailed description is included under "Academic Honesty" in the *Catalog* and on the Park website.
  2. **False Information.** Furnishing false information to any University Official.
  3. **Forgery.** Forgery, alteration, or misuse of any Park University document, record, or instrument of identification.
2. **Sexual Misconduct.** Includes sexual harassment, sexual violence, stalking, and domestic/dating violence as defined by the Park University Title IX policy.
3. **Retaliation.** Any behavior, direct or indirect, perceived as an attempt to harass, intimidate, or improperly influence any individual associated with the student conduct process or any other University grievance or complaint process.
4. **Threatening, Abusive, or Harassing Behavior.** Physical abuse, verbal abuse, threats, intimidation, harassment, coercion, and/or other conduct which threatens or endangers the physical health, mental health, or safety of any person. This includes bullying and cyberbullying behaviors that are not protected by freedom of expression.
5. **Disruption.** Causing or attempting to cause disruption or obstruction of teaching, research, administration, disciplinary proceedings, or other University activities, including its public service functions.
6. **Theft.** Attempted or actual theft of property belonging to Park University or a member of the Park University community, or other personal or public property.
7. **Damage and Destruction.** Attempted or actual damage to property of Park University or a member of the Park University community, including vandalism.
8. **Lewd or Disorderly Conduct.** Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at University-sponsored activities.
9. **Hazing.** Any behavior which constitutes hazing, whether such behavior occurs on University Premises at University Activities or off campus.

10. **Failure to Comply.** Failure to comply with directions of University Officials or law enforcement officers acting in performance of their duties including failure to identify oneself to these persons when requested to do so.
11. **Unauthorized Entry.** Unauthorized possession, duplication or use of keys to any University Premises or unauthorized entry to or use of University Premises.
12. **Unauthorized Activities.** Any activity that occurs on or off University Premises that could adversely affect the health, safety or security of a member of the Park University community.
13. **Controlled Substances.** Use, possession, manufacturing, or distribution of Controlled Substances except as expressly permitted by law. Students with confirmed possession or use of controlled substances on University Premises or during any University Activity with no right to legally use such controlled substances may face immediate dismissal. (See Drugs and Alcohol Use policy.)
14. **Alcohol.** Use, possession, manufacturing, or distribution of alcoholic beverages, or public intoxication on University Premises or during any University Activity. (See Drugs and Alcohol Use policy.)
15. **Firearms/Weapons.** All of the University Community are strictly prohibited from possessing, manufacturing, transferring, selling, storing, or using any Weapons on University Property and University Facilities and in vehicles, including inside of company-owned or personal vehicles, regardless of whether one possesses a valid Concealed Carry permit.
16. **Unauthorized Use of Electronics.** Any unauthorized use of electronic or other devices to make an audio or video record of any person while on Park University Premises or while conducting University business, without his/her prior knowledge, or without consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room, or restroom, or using consensual photographs, videos, or audio in a manner not agreed to by all parties. (See Information Technology Acceptable Use Policy.)
17. **Computer Theft and Abuse.** Theft or other abuse of computer facilities and resources, including file-sharing and intellectual property. (See Information Technology Acceptable Use Policy.)
18. **Abuse of Student Conduct System.** Abuse of the Student Conduct System, including failure to comply with the sanction(s) imposed under the Student Code.
19. **Residential Life Policy** Violation of any published Resident Life and Education policies found at <http://www.park.edu/residence-life-and-education>.
20. **Policy Violation.** Violation of any other published University policies or rules which appear in full in the Park University Catalog, and/or Park University website.
21. **Local, State and Federal Agencies.** Park University will cooperate with local, state and federal criminal agencies, and may initiate criminal investigations into the conduct of Park University Students when deemed appropriate.

## Interpretation and Revision

1. Any question of interpretation or application of the Student Code shall be referred to the dean of student life or his/her designee for final determination.
2. The Student Code shall be reviewed every three years under the direction of the dean of student life.

## Filing a Complaint Regarding a Violation of the Student Code

Any member of the Park University community may file a complaint against a student for violations of the Student Code. A complaint shall be prepared in writing and directed to the Dean of Students. Any complaint should be submitted as soon as possible after the event takes place, preferably within one week of the incident. Forms for this purpose are available on the Park University website at [www.park.edu/student-life](http://www.park.edu/student-life).

## Sanctions

The following sanctions may be imposed upon any student found to have violated the Student Code:

1. **Warning** – A notice in writing to the student that the student is violating or has violated Institutional regulations.

2. **Probation** — A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any Institutional regulation(s) during the probationary period.
3. **Loss of Privileges** — Denial of specified privileges for a designated period of time.
4. **Fines** — Previously established and published fines may be imposed.
5. **Restitution** — Compensation for loss, damage or injury. This may take the form of appropriate service and/or monetary or material replacement.
6. **Discretionary Sanctions** — Work assignments, essays, service to the University or other related discretionary assignments.
7. **Assessment** — Student may be required to complete an alcohol or drug assessment (at their own expense).
8. **Interim Suspension** — Interim suspension from the residence halls and/or other campus facilities or programs may be imposed to ensure the safety and well-being of members of the University community, to ensure the student's own physical or emotional safety and well-being, or if the student poses an on-going threat or disruption of, or interference with, the normal operations of the University. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Student Conduct Board Hearing, if required.
9. **Residence Hall Suspension** — Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
10. **Residence Hall Expulsion** — Permanent separation of the student from the residence halls.
11. **University Suspension** — Separation of the student from Park University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified.
12. **University Expulsion** — Permanent separation of the student from Park University.
13. **Revocation of Admission and/or Degree** — Admission to or a degree awarded from Park University may be revoked for fraud, misrepresentation or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.
14. **Withholding Degree** — Park University may withhold awarding a degree otherwise earned until the completion of the process set forth in the Student Conduct Code, including the completion of all sanctions imposed, if any.

## Appeals

1. A decision reached or sanction imposed by the Student Conduct Officer that is academic in nature may be appealed by the accused student(s) or complainant(s) to the provost within five school days of the decision. Such appeals shall be in writing and shall be delivered to the provost and senior vice president or designee.
2. A decision reached or sanction imposed by the Student Conduct Officer that is not academic in nature may be appealed by the accused student(s) or complainant(s) to the Dean of Students within five school days of the decision. Such appeals shall be in writing and shall be delivered to the Dean of Students or designee.
3. Except as required to explain the basis of new information, an appeal shall be limited to a review of the record of the Student Conduct Hearing and supporting documents for one or more of the following purposes:
  1. To determine whether the Student Conduct Hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the accused student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.
  2. To determine whether the decision reached regarding the accused student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact-finder, were sufficient to establish that violation of the Student Code occurred.
  3. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.



4. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Student Conduct Hearing.
4. If an appeal is not upheld, the matter shall be considered final and binding upon all involved. If an appeal is upheld by the Provost or Dean of Students, the appeal officer may take any of the following actions:
  1. Affirm the charge;
  2. Impose greater or lesser sanctions; or
  3. Order a new Student Conduct Hearing
5. The actions of the appeal officer will be communicated to the student in writing and shall be considered final and binding.

Additional details on the appeals process and the Student Conduct code is available on the Park website at: [www.park.edu/student-conduct-code](http://www.park.edu/student-conduct-code).

## Equal Opportunity

### Non-Discrimination Policy

Park University prohibits discrimination on the basis of race, sex, color, national origin, sexual orientation, marital status, disability, religion and age in employment, and in its admission, education, programs and activities of students under state and federal law, including Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and Titles VI and VII of the Civil Rights Act of 1964, as amended. Title IX specifically prohibits discrimination and harassment on the basis of sex. Park University will not tolerate sex discrimination or harassment of applicants, students or employees, whether by students, faculty, staff, administrators, contractors or outside vendors. Park University recognizes not only its legal responsibilities, but also its moral and ethical responsibilities to prohibit discrimination and harassment on the basis of sex and to take appropriate and timely action to ensure an environment free of such inappropriate conduct and behavior. Additionally, Park University will not tolerate retaliation in any form against an applicant, student or employee for reporting a violation of this policy or assisting in the investigation of a complaint. Inquiries or concerns about the Non-Discrimination Policy may be directed to the dean of student life or the Office of Human Resource Services, Park University, 8700 NW River Park Drive, Parkville, MO 64152, or call (816) 741-2000.

[Park University Notification and Documentation Policy for Special Assistance under the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990](#)

Park University is committed to meeting the needs of all students who qualify for special assistance. It is the University's policy to comply fully with federal and state laws, including Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, regarding students with disabilities. To the extent of any inconsistency between these guidelines and federal and/or state law, the provisions of the law will apply.

### Permanent Disability Guidelines

- *Notification of Disability* — Students must submit notification of disability at least six weeks prior to the beginning of classes in the academic term the student wishes to attend. This will allow time to make all necessary arrangements prior to the initial class meeting. Documentation should be submitted to the director of academic support services, CMB 46, or fax (816) 505-5445. Documentation will be retained in the student's electronic file.
- **Learning Disabilities** — In order to receive special accommodations for learning disabilities, students must provide supporting diagnostic test results from a licensed psychologist or a certified specialist in learning disabilities. This evaluation must detail the student's specific learning disability or disabilities. The accommodations request should be detailed. This information should be as current as possible, preferably not more than three years old. Park University will evaluate, but may reject, documentation more than three years old.

- **Physical Disabilities** — Students must provide documentation from a physician that specifies the nature of the disability or disabilities. The documentation should include prescriptive information from a qualified specialist as to the exact nature of all accommodations necessary to meet the needs of the student. This information should be as current as possible. Park University reserves the right to request updated verification of disability and necessary accommodations.
- **Psychiatric Disabilities** — Students should provide documentation from a licensed professional qualified to diagnose and treat psychological/psychiatric disorders. The documentation should include a diagnosis, date of diagnosis, date of the diagnostician's last contact with the student, and a summary of the present symptoms and a prognosis. Documentation should describe how the psychiatric condition functionally interferes with, or impacts the student's ability to participate in an educational setting and give suggestions of academic accommodations that might be appropriate in an educational setting, supported by a disability-related rationale.
- **Auxiliary Aids** — Appropriate aids will be selected only after consultation with the student who will use them.

## Temporary Disability Guidelines

In the case of temporary disabilities, every effort will be made to provide reasonable accommodations for the duration of any disability. To insure prompt and appropriate action, the assistant director of academic support services should be notified immediately of the arrangements believed to be necessary to accommodate a given temporary disability. Full information concerning Park University's policies and procedures related to disability services can be found at [www.park.edu/disability](http://www.park.edu/disability).

## Student Records and FERPA

Park University informs students of the Family Education Rights and Privacy Act of 1974 (FERPA). This act, with which the institution intends to fully comply, was designed to protect the privacy of educational records, to establish the rights of students to inspect and review their educational records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Students also have the right to file complaints with the Family Education Rights and Privacy Act Officer concerning alleged failures by the institution to comply with the Act.

FERPA permits the University to limit the disclosure of directory information to specific parties, for specific purposes, or both. In the exercise of that authority, the University may release all directory information to members of the University family, defined as administrators, faculty, employees and directors. Other releases will be limited to those situations in which the University, in its discretion, believes the release would recognize a student for academic or extracurricular achievement or otherwise advance the student's career interests or when the University believes the release would serve to advance the interests and image of the University.

Park University's local policy explains in detail the procedures to be used by the institution for compliance with the provisions of the Act. Copies of the policy may be found in the Office of the Registrar or as outlined here.

### 1. Policy Intent

1. The Park University student record policy is intended to conform with all state and federal statutes dealing with access to information held by an educational institution on present and former students.
2. The Park University student record policy is formulated to protect the privacy of the student information that is maintained and yet provide access to student records for those having a legitimate purpose to view such records. Regulations and procedures to ensure adequate protection of the student are provided in this policy.
3. "Records" refers to those files and their contents that are maintained by official units of the University. Generally, students have the right to review any official record that the University maintains on them. Access to records by others, without student permission, is limited to purposes of an educational nature. When access is permitted, documents will be examined only under conditions that will prevent unauthorized removal, alteration, or

mutilation. Information to which the student does not have access is limited to the following:

1. Confidential letters of recommendation placed in the student's files before January 1, 1975, and those letters for which students have signed a waiver of his/her right of access. Unless authorized by a University Administrator, access to student records, including access to all course materials, by faculty members is limited only to the faculty member actually teaching that course. Faculty members may not access course materials or other student records for courses they are not currently teaching without express authorization from a University administrator. Any unauthorized access to student records, including course materials, is a violation of this policy.
  2. Parent's confidential financial statements.
  3. Personal files and records of members of faculty or administrative personnel, "which are in sole possession of the maker thereof and which are not accessible or revealed to any person except a substitute."
  4. Records of the Office of Admissions concerning students admitted but not yet enrolled at the University. Medical/psychological records used in connection with treatment of the student. Such records are, however, reviewable by a physician or psychologist of the student's choice.
4. Only the following offices are authorized to release non-directory information: Registrar, Career Services, Counseling Services, Financial Aid, Vice President for Academic Affairs, Dean of Students, Vice President of Enrollment and Student Services, Provost, and President.
2. **Access to Student Records by the Student**
1. Students have the right to inspect their records (as defined by A3 above) and are entitled to an explanation of any information therein.
  2. Documents submitted to the University by or for the student will not be returned to the student. Academic records received from other institutions will not be sent to third parties external to the University. Records should be requested by the student from the originating institution.
  3. Official records and transcripts of the University (signature and/or seal affixed) are mailed directly to other institutions or agencies the student requests. When circumstances warrant, official records may be given directly to the student at the discretion of the proper University official. In such cases, the record will be clear.

## Facilities and Services

Park University's Parkville Campus is located high on a bluff commanding an inspiring view of the Missouri River, which sweeps in a broad curve around the quiet, small town of Parkville, Mo. To the south and southeast, the skyline of Greater Kansas City is visible. The 700-acre Parkville Campus is a site of great natural beauty, with woodlands, waterfalls and wildflowers.

## Academic Support Center

The Academic Support Center offers services to graduate students including writing help, disability services and tutoring for some graduate courses. Graduate students may access the Canvas course "Park Tutoring Help" for more information. The ASC is located on the Parkville Campus in the Norrington Center. Visit [www.park.edu/academic-support-center](http://www.park.edu/academic-support-center) or call (816) 584-6330 for more information.

## Bookstore

All books required for graduate courses are available for purchase from MBS Direct, <http://bookstore.mbsdirect.net/PARK.htm>.

## Career Development Center

The Career Development Center assists students in all stages of career development, including career assessment, résumé and cover letter preparation, interviewing skills and job search strategies. The objective is to give students the skills and opportunities necessary for a successful job search. For a list of services, contact the Career Development Center, located in room 224 of the Mabee Learning Center/Academic Underground on the Parkville Campus. Contact [careerdevelopment@park.edu](mailto:careerdevelopment@park.edu) or (816) 584-6407, or visit [www.park.edu/career-development-center](http://www.park.edu/career-development-center).

## Counseling

The Counseling Center supports student mental health and wellness through limited individual counseling services, consultation and referral services. Located in Dearing Hall on the Parkville campus, the Counseling Center also houses a resource library with self-help and wellness materials. For students in need of intensive services or specialized care, Licensed Professional Counselors on staff can help connect students with mental health facilities and providers in the community. For more information, contact [counselingappointments@park.edu](mailto:counselingappointments@park.edu) or visit [www.park.edu/counseling-center](http://www.park.edu/counseling-center).

## McAfee Memorial Library

The McAfee Memorial Library provides access to quality information resources that enables a diverse community of learners to think critically, communicate effectively, demonstrate a global perspective and engage in lifelong learning and service to others.

- **Collections** – Our collections include more than a quarter million books, ebooks, videos and periodical and research databases. Electronic resources are available 24/7 at [www.park.edu/library](http://www.park.edu/library). Additional materials can be obtained via interlibrary loan and/or reciprocal borrowing agreements with local and regional libraries.
- **Services** – Reference and instruction librarians are available to help with basic research and the use of electronic resources on-site, via phone, email and live chat (seven days a week). They also offer classroom instruction in basic research, in the use of electronic resources and in support of course assignments. Contact one of our reference and instruction librarians to schedule an instruction session. Instructional videos in the use of electronic resources can also be found on the library website.
- **Parkville Campus** – The library, located in the Norrington Center, provides a comfortable environment for individual and group study, including individual study carrels, tables, seminar and group study rooms. Computers and a network printer/copier/scanner are also available for use.
- **Special Collections and Campanella Gallery** – The library also administers the Fishburn Archives, located in the Academic Underground, which consists of manuscripts, print material, photographs, scrapbooks, artwork, and artifacts including furniture, sports trophies and textiles, documenting the founding and history of Park University and Parkville, Missouri, and is available by appointment. It also houses the Campanella Gallery, which features art exhibits from Park students and faculty and local artists.
- **Library Hours** – Hours during Fall and Spring terms are CST/CDT (Hours are subject to change.)

Monday - Thursday 7:30 a.m. - 9:30 p.m.

Friday 7:30 a.m. - 4:30 p.m.

Saturday 10:00 a.m. - 4:00 p.m.

Sunday 4:00 p.m. - 9:30 p.m.

- Chat-based reference service ("Ask a Librarian") hours can be found on the library website, at: [www.park.edu/library](http://www.park.edu/library).

## Testing Center

The Testing Center, located in room 221 of the Mabee Learning Center/Academic Underground on the Parkville Campus, handles CLEP, DSST and the proctoring of final exams for Kansas City area online students. Tests are given by appointment. Graduate students at a distance should consult their graduate program for instructions regarding examinations. For more information, visit [www.park.edu/testing-center](http://www.park.edu/testing-center) or contact [testingcenter@park.edu](mailto:testingcenter@park.edu) or (816) 584-6887.

## Other University-Wide Facilities

Students enrolled in a graduate program have access to all Park University facilities, subject to normal student use policies.

## Campus Security

This report and the following security policies are being issued pursuant to the Federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act).

### Annual Security Report

Park University is dedicated to providing faculty, staff and students with information that they need to help make each Park campus center safe.

Park University encourages the accurate and prompt reporting of crimes and emergencies. At the Parkville Campus, such incidents should be reported to the Park University Office of Campus Safety. This report can be filed in person at the office located in Thompson Commons or by phone at (816) 584-6444. At the Downtown Kansas City, Mo., Campus Center, reports should also be filed at the Security Department of Tower Properties, 911 Main (lower level), (816) 374-0617. All other Park University Campus Centers should report such incidents to the local policing authority with a follow-up report to the campus center director who shall forward these to the Park University Director of Campus Safety for reporting purposes.

Park University Campus Safety officers do not have arrest powers. Any crime or emergency that occurs off-campus, but at an officially recognized activity of Park University, shall be reported as if it happened on campus.

The possession, use or sale of alcoholic beverages or illegal drugs on Park University campus centers is prohibited.

Student orientation videos and periodic bulletin listings and announcements help inform students, faculty and staff throughout the year about crime prevention and campus security procedures and policies.

### Timely Warning Policy

In the event that a situation arises, either on or off any Park University campus that in the judgment of the Director of Campus Safety constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. This warning will be issued through the University e-mail system to students, faculty and staff, and through the Parkville Campus newspaper, *The Stylus*.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Office of Campus Safety may also post a notice on its website at [www.park.edu/campus-safety](http://www.park.edu/campus-safety), providing the University community with more immediate notification. In such instances, a copy of the notice will be posted in each residence hall. If the incident occurs on a campus other than the Parkville Campus, a notice shall be posted in plain view at that campus, in addition to the above listed locations.

Anyone with information warranting a timely warning shall report the circumstances to the Office of Campus Safety at (816) 584-6444, or in person at the Campus Safety office in Thompson Commons on the Parkville Campus, or with the campus center director of your respective campus.

## Policy for Reporting the Annual Disclosure of Crime Statistics

The Park University Office of Campus Safety prepares and publishes a report of certain crime statistics for the entire University, in compliance with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* (The Clery Act). The crime statistics for the past three years can be found on our website at [www.park.edu/campus-safety](http://www.park.edu/campus-safety). A more detailed report can be found on the U.S. Department of Education website at [www.ope.ed.gov/security](http://www.ope.ed.gov/security).

This report is prepared with local law enforcement agencies surrounding the Parkville Campus and all campus centers. Other select campus authorities also contribute to this report. Campus crime, arrest and referral statistics include those reported to the Park University Office of Campus Safety, local law enforcement and designated campus officials, included but not limited to campus center directors, Office of Student Life staff, athletic coaches, residence hall staff, advisors to student organizations, and the director of human resource services.

Each year, an e-mail notification is made through the University e-mail system to all faculty, staff and students that provide web access to this report.

## To Report a Crime

Crimes can be reported to Park University, in the following locations: *Please note: The following is a list of offices where it is appropriate to file a report. There may actually be several individuals in that office who may be able to take such a report.*

	<b>PARKVILLE CAMPUS</b>	
Director of Campus Safety	(816) 584-6226	Thompson Commons, 1st Floor
Director of Student Life	(816) 584-6465	Thompson Commons, 2nd Floor
	<b>DOWNTOWN CAMPUS</b>	
Security Emergency	(816) 283-9781	Commerce Tower, Lower Level

## Confidential Reporting Procedures

If you are the victim of a crime and do not wish to pursue action through the University judicial system or the criminal justice system, you may still want to consider making a *confidential* report. With your permission, the director of campus safety can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, faculty and staff, determine where there is a pattern of crime with regard to a particular location, method or assailant, and can alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University.

## Access Policy

During normal business hours, the University (excluding residence halls) will be open to students, faculty, staff, parents, contractors, vendors, guests and invitees. During nonbusiness hours, access to all University facilities is by key or swipe card, if issued, or by admittance via the Office of Campus Safety.

Residence halls are locked 24 hours a day and admittance is by swipe card. Some facilities on campus may have individual hours, which may vary at different times of the year. Examples are computer labs, the McAfee Memorial Library, meeting rooms, 24-hour study room. Thompson Commons on the Parkville Campus is open 24 hours a day.

Emergencies may necessitate changes or alterations to any posted schedule. Periodic security surveys are conducted on the Parkville Campus by the Office of Campus Safety and the Campus Safety Committee. These surveys examine security issues such as landscaping, locks, alarms, lighting and communications. The Campus Safety Committee meets once per month to discuss campus safety issues and to develop safety policy.

Access to other Park University campus centers is determined by the campus center director at that campus. Since most of the other campuses are on military installations, additional access may be determined by the installation authorities. Check with your campus center to ascertain its policy.

## **Campus Police Authority and Jurisdiction**

The Park University Office of Campus Safety does not have arrest powers. However, they will respond to and investigate all reports of crime on campuses located in the Kansas City metropolitan area.

If minor offenses involving University rules and regulations are committed by a University student, the Office of Campus Safety may refer the individual to the disciplinary division of the Office of Student Life. Misdemeanors and major offenses such as rape, murder, aggravated assault, robbery, arson and auto theft will be jointly investigated by the Office of Campus Safety and the Parkville (Mo.) Police Department or Platte County (Mo.) Sheriff, if they are committed on the Parkville Campus or at a Park University event in Platte County. If the crime occurs at the Downtown Kansas City Campus, the Office of Campus Safety will investigate the crime with the Kansas City, Mo., Police Department. If the crime occurs on the Independence Campus, the crime will jointly be investigated with the Independence (Mo.) Police Department. The prosecution of all crimes will be conducted either in the appropriate municipal court or in the county court in the county in which the offense occurred.

Crimes committed on other campuses will be investigated by the appropriate civilian or military law enforcement agency, with a report being filed with the Office of Campus Safety. Prosecution of those crimes will be conducted in the court having jurisdiction where the crime occurred.

The Park University Office of Campus Safety works closely with the Parkville Police Department and the Platte County Sheriff. Park University has direct radio contact with Parkville Police and Platte County in an emergency.

The Park University Office of Campus Safety officers have the authority to ask persons for identification and to determine whether individuals have lawful business at Park University. Campus Safety officers have the authority to issue parking tickets and citations for moving violations on campus. These fines are billed to the financial accounts of faculty, staff and students. Campus Safety officers also have the authority to sign complaints, which will result in the arrest of persons violating the law on Park University property.

## **General Procedures for Reporting a Crime or Emergency**

Faculty, staff, students and guests are strongly encouraged to report all crimes and emergencies to the Office of Campus Safety. The Office of Campus Safety is staffed 24 hours a day, 365 days a year, and can be reached at (816) 584-6444. Campus Safety dispatchers will take your call and dispatch an officer, and if necessary, call the police, fire department or EMS agency to assist in your emergency. At the Downtown Campus, please call (816) 421-5398 for emergencies.

If you are on a campus other than the Parkville Campus, please report any crime or emergency to the campus center director or to the appropriate law enforcement agency.

Crimes should be reported to the Office of Campus Safety, so that the statistics can be reported to the U.S. Department of Education, in compliance with the Clery Act.

## **Security Escort Services**

Security escort services are available on the Parkville Campus through the Office of Campus Safety. If you want an escort to your car or residence hall after an evening class or activity, call the Campus Safety dispatcher at (816) 584-6444 and request an officer to escort you. At the Downtown Campus, please call (816) 421-5398.

## **Security Awareness Programs**

The Office of Campus Safety in consort with Residence Life staff presents a program for residence hall students at the beginning of each semester. Campus Safety also publishes brochures with a common theme of awareness and crime prevention materials, which encourage students and employees to be aware of their responsibility for their own security and the security of others.

## Crime Prevention Programs

The Office of Campus Safety sponsors a program on women's safety, presented by the Kansas City, Mo., Police Department. This program is comprised of a lecture and hands-on self-defense techniques. Campus Safety officers also give presentations on crime prevention to clubs and organizations, when invited.

## Off-Campus Fraternity and Sorority Organizations

Park University does not have any fraternities or sororities.

## Policy on Alcoholic Beverages

Park University prohibits the use, sale, possession or distribution of alcoholic beverages on campus, in campus facilities or at University-sponsored activities planned for or by students. Under certain circumstances, the consumption of alcohol at events on or off campus is allowed with a waiver issued by the University president.

Possession or use of alcohol by anyone under the age of 21 is against the law in Missouri. Persons under the age of 21 caught possessing or using alcohol on campus or at a Park University-sponsored event are subject to arrest and prosecution. In addition, they will be referred to the Office of Student Life for possible disciplinary action. Students over the age of 21 caught possessing or consuming alcohol on campus or at a Park University sponsored event will be referred to the Office of Student Life for possible disciplinary action. The Park University Office of Campus Safety is responsible for enforcing the *University Alcohol Policy*.

## Policy on Illegal Drugs

The manufacture, use, possession, sale or distribution of illegal or illicit drugs on any Park University property or at any Park University event is prohibited. Those caught manufacturing, using, possessing or distributing said illegal or illicit drugs are subject to arrest and prosecution. Students will be referred to the Office of Student Life for possible disciplinary action. Faculty and staff will be referred to the Office of Human Resource Services for possible disciplinary action. The Park University Office of Campus Safety is responsible for enforcing the *University Drug Policy*.

## Alcohol and Substance Abuse Information

Park University has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. The program provides services related to drug and alcohol abuse, including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary action. Park University provides the following services:

- **Alcohol and Drug Education** – Employee Assistance Program; classes during First-Year Seminar for students; Periodic education programs by the Office of Student Life.
- **Counseling Services** – Counseling services are available through the University's Counseling Center, Synergy Services and United Healthcare Insurance Services.
- **Referral Services** – Referrals are made to the Counseling Center, Synergy Services and Employee Assistance Programs.
- **University Disciplinary Actions** – Students are referred to the Office of Student Life for disciplinary actions. Employees are referred to the Office of Human Resource Services for disciplinary actions.

Additional programs may be available from the military for students and staff located at our campus centers located on military installations. Please refer to your campus center director for assistance in accessing these programs.

## Sexual Assault Policy

Park University strongly denounces sexual assault in any form and advocates the immediate reporting of any incident to University authorities. University personnel will assist the student(s) in such notification, if so



requested. Confidentiality will be maintained to the extent provided by rules, regulations and legislation. Individuals, groups and organizations that desire information or programs that address sexual assaults and how to prevent such incidents should contact the director of campus safety at (816) 584-6444. Staff in the Counseling Center, (816) 584-6237, will also assist in referrals to counseling and mental health agencies for victims. In all cases, the protection of any physical evidence is of utmost importance.

- The director of the Student Assistance Center will assist student victims of sex-related crimes with changes in academic schedules and living arrangements on the Parkville Campus, as is reasonable and within Park University's control. The campus center director will assist students with academic changes at the other campuses.
- All campus disciplinary procedures involving a student are the responsibility of the director of student life.
- All sex-related crimes occurring on Park University property shall be investigated jointly by the Park University Office of Campus Safety and the appropriate law enforcement agency.

Within the guidelines of the discipline procedures, the accuser and the accused may have other individuals of their choosing present during the disciplinary hearings. Both the accuser and the accused shall be informed of the University's final determination and any sanctions concerning the alleged incident. Park University, may, upon final determination and confirmation of an alleged infraction (forcible or non-forcible); impose sanctions ranging from counseling to dismissal.

## **Sexual Offender Registration**

The Campus Sex Crimes Prevention Act of 2000 is a federal law that provides for the tracking of convicted sex offenders enrolled at, or employed by, institutions of higher education. The CSPA is an amendment to the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Act. The federal law requires state law enforcement agencies (in Missouri it is the Missouri State Highway Patrol) to provide Park University with a list of registered sex offenders who have indicated that they are either enrolled, employed or carrying on a vocation at Park University.

Park University is required to inform the community that a registration list of sex offenders will be maintained and available at the Park University Office of Campus Safety office located on the first floor of Thompson Commons on the Parkville Campus. For other campuses, a list will be maintained by the campus center director.

In addition, a list of all registered sex offenders for each state that Park University has a campus is available from the following sites:

### **Missouri:**

[www.msdp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html](http://www.msdp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html)

## **Graduate Studies Contact Information**

### **General inquiries should be directed to:**

Park University

Graduate Studies

8700 NW River Park Drive, Parkville, MO 64152

Telephone: (816) 559-5625

Fax: (816) 472-1173

E-mail: [gradschool@park.edu](mailto:gradschool@park.edu)

Application for admission is available at: [www.park.edu/apply](http://www.park.edu/apply).

Specific questions about a program may be directed to the appropriate program director or college dean:

## College of Education and Health Professions

### Dean

Park University  
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Hauptmann School of Public Affairs  
School of Business

## **School of Behavioral and Health Sciences**

# **College of Education and Health Professions: School of Behavioral and Health Sciences**

## **Social Work**

### **Master of Social Work, M.S.W.**

**Karen Garber-Miller, Ph.D., Dean, College of Education and Health Professions**

**Gerri Dickey, Ph.D., Director, Master of Social Work Program**

Park University's Master of Social Work program is designed to prepare graduates with the knowledge, values and skills needed to deliver effective and efficient advanced social work practice with individuals, families, groups, organizations and communities. The advanced practice concentration is in Behavioral Health. Within this concentration, students are given the opportunity to expand their knowledge and skills in one of three areas of emphasis: gerontological social work, military social work or social work with children and families. **The Master of Social Work (MSW) program at Park University earned full initial accreditation at the February, 2016 meetings of the Council on Social Work Education (CSWE) Commission on Accreditation (COA).**

#### **Mission**

The mission of Park's Master of Social Work program is to prepare graduates for effective and efficient advanced social work practice in behavioral health. Guided by the purpose of the profession, the program promotes social and economic justice, equal access to community resources, equal opportunity and the attainment of individual and community well-being.

#### **Vision**

The Master of Social Work program will be committed to enhancing the physical, social, psychological and spiritual well-being of all people, particularly those who have experienced oppression, exclusion and discrimination, and who have experienced the impact of poverty upon their health, well-being and sense of fulfillment.

#### **Purpose of the Program**

Social workers are called upon to intervene and assist large numbers of people while federal and state allocations for social welfare and treatment are being cut or drastically reduced. Therefore, social workers must become ever-more effective and efficient in the development and delivery of interventions. Moreover, they must become even more focused on advocacy efforts designed to promote access to naturally occurring, sustainable resources. Social workers who possess the knowledge and skills to engage, assess, intervene and evaluate comprehensive, individualized interventions will be in demand.

Park University identifies three areas of emphasis in Behavioral Health social work practice. These areas were identified based on current and future projections relative to demand for behavioral health services and treatment:

- **Military Social Work:** The social/psychological impact of serving in the military on service members and their families is profound.
- **Gerontological Social Work:** The demographic data illustrates that the demand for effective social work practice with older persons will continue to grow.

- **Social Work with Children and Families:** There is a growing recognition of the need for effective and efficient behavioral health interventions with children and families.

In summary, the mission of Park's Master of Social Work program reflects the values of the profession and of the University, and it is developed within the context of current and future demand for effective and efficient social work interventions in behavioral health.

## Program Goals

- Establish collaborative partnerships with community agencies that provide students with opportunities to enhance their knowledge, values and skills in behavioral health social work practice, with emphasis on effective and efficient interventions in military social work, gerontological social work or social work with children and families.
- Educate students regarding the principles, philosophy and behavioral health advanced practice applications of the strengths perspective for social work practice to enhance individual and community well-being, social and economic justice, equity and equal opportunity for all people.
- Infuse and model the social work code of ethics and the six core values of the profession as guiding concepts in all aspects behavioral health interventions with individuals, families, groups, organizations and communities, with particular attention to factors that impact the well-being of service members/veterans, children and families, and older persons.
- Graduate advanced social work practitioners that are prepared to assume leadership roles in providing effective and efficient multilevel behavioral health interventions that reflect mastery of the 10 competencies.

## Admission Requirements

### Regular Study (60 credit hours)

- An undergraduate degree from a regionally accredited college or university.
- A minimum cumulative grade point average of at least 3.0 is preferred; or a GPA of at least 3.0 for the last 60 credit hours of the baccalaureate program. *Note: lower GPA's will be considered for probationary admission.*
- Three professional or academic references who can assess your potential for graduate study in social work.
- A copy of your résumé.
- Submit three written narratives (see next page for more information).

### Advanced Standing Program (33 credit hours)

- A Bachelor of Social Work degree from a Council on Social Work Education accredited program.
- A minimum cumulative grade point average of at least 3.0 is preferred; or a GPA of at least 3.0 for the last 60 credit hours of the baccalaureate program. *Note lower GPA's will be considered for probationary admission.*
- Three professional or academic references who can assess your potential for graduate study in social work. One reference must be from your practicum instructor, field liaison or the director of field education.
- A copy of your résumé.
- Submit three written narratives (see next page for more information).

For both above programs, once accepted, all Master of Social Work students will be required to submit to a background check. *Note: The GRE is not required.*

## Application Narratives

*Each applicant completes all three narratives, each two to three pages in length utilizing APA format.*

- **Ethical Critique:** Describe an ethical dilemma that you have encountered in your personal or professional life. Using appropriate confidentiality, define the parties involved, the ethical dilemma, the values that informed your decisions and how the dilemma was addressed and/or resolved.

Discuss how the experience and outcome affected you, in particular any lessons you learned. *The National Association of Social Workers Code of Ethics may be found at: [www.socialworkers.org/pubs/code/](http://www.socialworkers.org/pubs/code/).*

- **Personal Statement:** What are the significant experiences that influenced your decision to enter social work? What are your short-term (3-5 years) and long-term (10-plus years) goals, and how does a Master in Social Work degree prepare you to meet those goals? How will you meet the demands of graduate academic responsibilities (20-plus hours per week in class and task completion for coursework, and 15 to 24 practicum hours per week). Do you anticipate any barriers to meet these expectations and how do you plan to address these barriers?
- **Professional Statement:** What is your concept of social work as a profession? Discuss a current societal concern, including contributing/causal factors, and why this concern warrants public attention and resources from the social work community. What intervention do you believe will successfully address this situation (direct practice, policy change, etc.)? What positive or negative results may occur following this intervention? Discuss your rationale and what role you might be involved in if such an intervention were to be employed.

## Graduation Requirements

The curriculum for the Master of Social Work degree consists of two core tracks: Advanced Standing (for Bachelor of Social Work graduates only) and Regular Study.

- Completion of 33 to 60 credit hours with a minimum cumulative 3.0 grade point average.
- A grade of "D" is not acceptable for any course required.
- Students may have no grade lower than a "C" and no more than six hours graded "C" in graduate courses taken at Park University at the time of graduation. A course in which a student earns a "C" or lower may be repeated no more than once. No more than six credit hours may be repeated.

## Learning Outcomes Assessment / Program Assessment

The Master of Social Work program has established practice behaviors for both the foundation and advanced years of the program that measure student attainment of the 10 competencies established by the Council on Social Work Education. Each course delineates learning objectives which correspond with the foundation or advanced year practice behaviors and the CSWE competencies, respectively. The overall attainments of the practice behaviors and competencies are assessed through the following:

- **Integrative Seminar Project** — Students are expected to integrate all 10 competencies in the planning, development, implementation, evaluation and dissemination of the ISP. This project will relate directly to the chosen emphasis of working with either gerontological, military, or children and family service participants, and will be tied to their field practicum.
- **Field Learning Education Plan** — This is designed to be both an ongoing guide to the activities and tasks for the student in their practicum experience, as well as an overview of the competencies and the practice behaviors.
- **Student Self-Assessment** — Students are asked to complete the self-assessment near the end of the spring semester of the advanced year.

## Advanced Standing

### Requirements For: Master – 33 Hours, 3.0 GPA

#### Core

- SW 600 - Bridging Practice, Theory, Policy and Research **Credits: 3**
- SW 610 - Advanced Practice I **Credits: 3**
- SW 615 - Social Work in Behavioral Health **Credits: 3**
- SW 630 - Program Evaluation and Grant Writing **Credits: 3**

- SW 640 - Current Diagnostic Trends: Integrating the DSM-5 with the Strengths' Perspective **Credits: 3**
- SW 650 - Advanced Field Education I **Credits: 3**
- SW 660 - Advanced Practice II **Credits: 3**
- SW 670 - Leadership, Supervision and Entrepreneurial Opportunities in Social Work **Credits: 3**
- SW 680 - Advanced Field Education II **Credits: 3**
- SW 690 - Integrative Seminar **Credits: 3**

**Total 33 cr.**

## **Regular Study**

**Requirements For: Master – 60 Hours, 3.0 GPA**

### **Core**

- SW 500 - Social Work and Social Welfare **Credits: 3**
- SW 510 - Policy Analysis and Policy Practice **Credits: 3**
- SW 520 - Human Behavior in the Social Environment I **Credits: 3**
- SW 530 - Generalist Practice I **Credits: 3**
- SW 540 - Generalist Field Education I **Credits: 3**
- SW 550 - Social Work Research **Credits: 3**
- SW 560 - Human Diversity and Social Justice **Credits: 3**
- SW 570 - Human Behavior in the Social Environment II **Credits: 3**
- SW 580 - Generalist Social Work Practice II **Credits: 3**
- SW 590 - Generalist Field Education II **Credits: 3**
- SW 610 - Advanced Practice I **Credits: 3**
- SW 615 - Social Work in Behavioral Health **Credits: 3**
- SW 630 - Program Evaluation and Grant Writing **Credits: 3**
- SW 640 - Current Diagnostic Trends: Integrating the DSM-5 with the Strengths' Perspective **Credits: 3**
- SW 650 - Advanced Field Education I **Credits: 3**
- SW 660 - Advanced Practice II **Credits: 3**
- SW 670 - Leadership, Supervision and Entrepreneurial Opportunities in Social Work **Credits: 3**
- SW 680 - Advanced Field Education II **Credits: 3**
- SW 690 - Integrative Seminar **Credits: 3**

**Elective 3 cr.**

*(select one for both above programs of study)*

- SW 620 - Gerontological Social Work **Credits: 3**
- SW 621 - Military Social Work **Credits: 3**
- SW 622 - Social Work with Children and Families **Credits: 3**

**Total 60 cr.**

## **Psychology**

## **Master of Arts, Industrial-Organizational Psychology, M.A.**

### **What is Industrial-Organizational (I-O) Psychology?**

I-O psychologists use science and statistics to solve workplace and organizational issues to help workers thrive. They help organizations by thoroughly analyzing job tasks, selecting the best employees, training employees, objectively rating employee performance, determining what factors retain good employees, discovering what stressors make jobs difficult, and through finding and developing great managers and leaders. In addition, I-O psychologists explore how compensation affects performance, how to make workplaces safer, and by analyzing what can help an organization grow, change, and adapt.

### **What is special about Park's MA in I-O Program?**

Park University's MA in I-O program will specifically focus on creating I-O leaders who focus on social justice in the workplace. Coursework will address equity, diversity, and inclusion as it pertains to all people and all aspects of the workplace.

### **Requirements for Masters - 33 hour, 3.0 GPA**

- PS 523 - Introduction to Social Justice **Credits: 3**
- PS 527 - Applied Research Methods **Credits: 3**
- PS 567 - Critical Analysis I **Credits: 3**
- PS 570 - Critical Analysis II **Credits: 3**
- PS 602 - Organizational Leadership **Credits: 3**
- PS 609 - Personnel Psychology **Credits: 3**
- PS 616 - Organizational Dynamics and Ethics **Credits: 3**
- PS 622 - Training and Performance **Credits: 3**
- PS 626 - Individual Assessment **Credits: 3**
- PS 670 - Organizational Attitudes and Behavior **Credits: 3**
- PS 699 - Internship **Credits: 3-6**

A comprehensive exam is required.

## **School of Business**

## **College of Management: School of Business**

**Kirby Brown, M.S., Dean, College of Management**

**Greg Moore, D.B.A., Associate Dean, Business Graduate Programs and; Edward F. Lyle Professor of Finance;**

**Stacy Yeager-Okosi, Ph.D., Director, Master of Business Administration Program;**

**Alla Adams, Ph.D., Director, Master of Healthcare Administration Program**

**Dmitry Gimon, Ph.D., Director, Master of Science in Information Systems and Business Analytics**

The School of Business, which resides within the College of Management, at Park University is one of the largest not-for-profit business schools in the United States, and is accredited by the Accreditation Council for Business Schools and Programs. Students in the School of Business can take courses at any of the University's Kansas City area locations or online. In addition, the School of Business delivers education to its campus centers throughout the U.S.

In keeping with our mission, Park School of Business faculty members are academically qualified with the appropriate terminal degrees, as well as have relevant work experience at the managerial, executive and professional levels. Faculty members seamlessly integrate business theory and practice, and students are the beneficiaries of these unique experiences.

## **Vision**

The School of Business at Park University's vision is to prepare learners for the 21st century global economy as entrepreneurial thinkers who can influence the world as socially responsible business leaders.

## **Mission**

The School of Business at Park University's mission is to provide quality, innovative, application-based learning to prepare a diversity of learners who can support free enterprise in a socially responsible manner in a global community.

The Master of Business Administration and the Master of Healthcare Administration programs are accredited by the Accreditation Council of Business Schools and Programs (ACBSP).

## **Sequential Master's Degrees Option**

A student who has earned a master's degree from Park University or another regionally accredited college or university (or its international equivalent) may earn another master's degree, substituting up to twelve (12) hours of graduate credit awarded by Park University through the first master's degree (or nine (9) hours of transfer credit from another regionally accredited institution of higher education) to meet requirements for the sequential degree.

All courses approved for substitution/transfer must be approved by the program director.

1. The applicant must meet admission requirements for the second master's degree.
2. Petitioners for substitution or transfer from a completed master's degree must have successfully completed all requirements for the initial master's degree.
3. The petition for substitution must be submitted prior to the applicant's admission into a second master's degree program.
4. The earned grade in any course to be substituted must be a "B" or better.
5. The program director reserves the right to deny or limit any course substitution.
6. The students in the sequential program must meet the graduation requirements for the second degree program.

*\*Prerequisites may still be required for completion of the subsequent master's degree.*

## **Park University Undergraduate Seniors/Non-Degree-Seeking Students**

Park University seniors with a 3.6 cumulative grade point average, while completing their bachelor's degree, may be admitted to take up to nine (9) graduate credit hours in a non-degree seeking status. Financial aid will not be available for courses taken as a non-degree-seeking student. These credits will be applied to the appropriate graduate program, after the student has received his/her undergraduate degree and has been admitted to a graduate program. Please contact the Graduate Admissions office at (816) 559-5625 for more information.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov).

## **4+1 Bachelor to MBA**

## 4+1 Undergraduate to MBA

The 4+1 Program allows undergraduate students in business (all majors) with at least 60 undergraduate credit hours and a cumulative grade point average of 3.0 on a 4.0 scale to take graduate coursework in the MBA program, which will not only count towards fulfilling their undergraduate degree requirements, but will also count toward the completion of the MBA program. Qualified students may take up to 12 credit hours (4 courses) from the MBA curriculum, which will reduce the time necessary to complete the graduate degree from two years to as little as one year following the completion of the undergraduate degree (see table below). Students must be enrolled in at least 12 semester credit hours combined of undergraduate and graduate classes each semester that he or she is taking MBA credits under this option.

The admission criteria for participation in the 4+1 program are as follows:

- Students must have completed 60 undergraduate credit hours toward their baccalaureate degree.
- Students must maintain a cumulative undergraduate GPA of 3.0 on a 4.0 scale while taking MBA courses.

### MBA Courses

- MBA 515 - Accounting for Management Decisions **Credits: 3** \*  
(Equivalent Undergraduate Course: AC 380, *Cost Accounting*)
- MBA 522 - Organization Behavior and Leadership **Credits: 3**  
(Equivalent Undergraduate Course: MG 371, *Management and Organizational Behavior*)
- MBA 615 - Managerial Finance **Credits: 3**  
(Equivalent Undergraduate Course: FI 360, *Financial Management*)
- MBA 630 - Strategic Marketing **Credits: 3**  
(Equivalent Undergraduate Course: MK 351, *Principles of Marketing*)
- MBA 576 - Operations Management **Credits: 3**  
(Equivalent Undergraduate Course: MG 375, *Production and Operations Management*)

### Note:

\* MBA 515 is a prerequisite for MBA 615

*Alternative Course pairings may be possible but are subject to the approval of the MBA Program Director and area coordinators prior to enrollment.*

*For additional information about the 4+1 Program and to get started, contact your undergraduate Student Success Advisor.*

## **Master of Business Administration, Business Analytics, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation, joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.



To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## **Admission Requirements**

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.

- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## Types of Admission

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

## Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration

3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **Business Analytics Concentration, M.B.A.**

### **Core Courses (6 Credits)**

- MIS 605 - Management Information Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

### **Electives (6 Credits)**

Select two of the following:

- CIS 606 - Applied Data Mining and Analysis of Big Data **Credits: 3**
- CIS 607 - Survey of Predictive Analytical Techniques **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**
- CIS 609 - Data Visualization **Credits: 3**

## **Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation, joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.

To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## **Admission Requirements**

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## **Types of Admission**

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

### Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration
3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **Disaster and Emergency Management Concentration**

The concentration in Disaster and Emergency Management is designed to prepare the graduate student with the knowledge, skills, and abilities (KSAs) to competently mitigate, prepare, respond, and assist communities and their organizations in recovering from natural and man-made disasters. An array of potentially hazardous events now more than ever confront businesses and include, but are not necessarily limited to homeland security issues; failures of complex technology; and a wide range of natural hazards. Ultimately, this concentration is intended to prepare graduates to design and improve emergency management capabilities and command and control operations within firms, so that they're better prepared to handle major and catastrophic disasters that threaten to disrupt business continuity.

### **Course Requirements 12 cr.**

- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**
- DEM 552 - Public Policy and Disaster **Credits: 3**
- DEM 553 - Disaster and Society **Credits: 3**
- DEM 557 - Continuity of Operations in Public and Private Sectors **Credits: 3**

## **Master of Business Administration, Executive Master of Business Administration, M.B.A.**

### **Executive Master of Business Administration**

Graduates of the program focus on projects designed to develop an ability to think critically and to understand global business strategies linking North America with the rest of the world.

The Executive MBA includes:

- An academic curriculum designed to sharpen business executives' critical thinking with a global perspective.
- An accelerated course of study that can be completed in just one year.
- Opportunities to network with American and international business executives and leaders through formal and informal networking events.

### **Requirements For: Master – 33 Hours, 3.0 GPA**

#### **Core 21 cr.**

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

## **Electives 12 cr.**

*(select three of the following)*

- GB 500 - European Business Environment **Credits: 3**
- GB 501 - Business Strategies for Latin America **Credits: 3**
- GB 502 - Business Environments in Sub-Saharan Africa **Credits: 3**
- GB 503 - Doing Business in Asia **Credits: 3**

## **Total 33 cr.**

### **Note:**

For more information about the Executive MBA program, visit [www.park.edu/gemba](http://www.park.edu/gemba).

## **Master of Business Administration, Finance Concentration,** **M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation, joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.

To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

### **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## Mission Statement

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## Program Learning Outcomes

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## Admission Requirements

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## Types of Admission

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.



3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

### Requirements For: Master - 33 Hours, 3.0 GPA

#### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

#### Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration
3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

#### Finance Concentration

The MBA Finance concentration provides graduates with broad professional competence and skills for careers in executive positions at financial institutions and other organizations. This concentration offers students extensive understanding of core skillsets in financial modeling, debt and equity issues, valuation, mergers and acquisitions, financial planning, risk management, financial reporting and analysis, and taxation necessary for modern corporate finance positions and consulting. By incorporating critical strategies and techniques in areas such as investment and commercial banks, financial, general management consulting, venture capital and private equity firms, and corporate finance within 500 large-cap companies, graduates are primed for financial challenges in national and international arenas. This concentration allows students to tailor their program to their professional goals and prepare them for career opportunities such as:

- *Investment Management.* Prepares candidates for a career as a security analyst, money manager, brokerage firm analyst, insurance company representative or other financial job function.
- *Corporate Financial Management.* Prepares candidates to be financial managers with responsibilities in risk management, strategic planning, budgeting, financial forecasting, cash management, credit administration, investment analysis and funds procurement.

### **Course Requirements 12 cr.**

#### **Core**

- FIN 621 - Advanced Corporate Finance **Credits: 3**
- FIN 625 - International Finance **Credits: 3**
- FIN 640 - Investment Management **Credits: 3**
- FIN 644 - Financial Markets and Institutions **Credits: 3**

## **Master of Business Administration, General, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation, joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.

To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case

study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## **Admission Requirements**

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## **Types of Admission**

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

### Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration
3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration

10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **General (No Concentration): MBA Electives (12 Credits)**

Choose four courses (12 credits) from the following:

- ACC 510 - Accounting Research and Analysis **Credits: 3**
- ACC 613 - Internal Auditing and Control Mechanisms **Credits: 3**
- ACC 617 - Advanced Managerial Accounting Issues **Credits: 3**
- ACC 626 - Management Accounting Leadership-Role of the Chief Financial Officer **Credits: 3**
- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**
- DEM 557 - Continuity of Operations in Public and Private Sectors **Credits: 3**
- FIN 621 - Advanced Corporate Finance **Credits: 3**
- FIN 625 - International Finance **Credits: 3**
- FIN 640 - Investment Management **Credits: 3**
- FIN 644 - Financial Markets and Institutions **Credits: 3**
- GB 500 - European Business Environment **Credits: 3**
- GB 501 - Business Strategies for Latin America **Credits: 3**
- GB 502 - Business Environments in Sub-Saharan Africa **Credits: 3**
- GB 503 - Doing Business in Asia **Credits: 3**
- HRM 634 - Planning and Staffing **Credits: 3**
- HRM 635 - Training, Development, and Evaluation **Credits: 3**
- HRM 636 - Change Management and Conflict Resolution **Credits: 3**
- HRM 637 - Compensation Management **Credits: 3**
- MBA 611 - Green Marketing **Credits: 3**
- MBA 620 - Leadership in Organizations **Credits: 3**
- MBA 670 - Special Topics in Business **Credits: 1-3**
- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 608 - Topics in Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**
- PM 690 - Integration, Scope, and Quality Management **Credits: 3**
- PM 691 - Time and Cost Management **Credits: 3**
- PM 692 - Communications, Risk, and Stakeholder Management **Credits: 3**
- PM 693 - Human Resource and Procurement Management **Credits: 3**
- QM 684 - Principles of Quality Management **Credits: 3**
- QM 685 - Innovative Techniques in Quality Management **Credits: 3**
- QM 686 - Innovative Project Management **Credits: 3**
- QM 687 - Collaborative Innovation Strategies **Credits: 3**

## **Master of Business Administration, Global Business Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation, joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.

To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.

- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## Admission Requirements

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## Types of Admission

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

## Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration
3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## Global Business Concentration

The MBA Global Business concentration focuses on how globalization has affected the way business is done. Whether a student wishes to advance in a large, multinational conglomerate or work with foreign organizations and businesses, the Global Business concentration provides the tools to operate in a multinational/multicultural environment.

### Course Requirements 12 cr.

#### Core

- GB 500 - European Business Environment **Credits: 3**
- GB 501 - Business Strategies for Latin America **Credits: 3**
- GB 502 - Business Environments in Sub-Saharan Africa **Credits: 3**
- GB 503 - Doing Business in Asia **Credits: 3**

## **Master of Business Administration, Human Resource Management Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

Park's MBA faculty and students come from all continents and have diverse professional backgrounds, enriching the educational experience. Whether advancing through the ranks of a multinational corporation,



joining a small nonprofit organization or re-entering the workplace, business applications and tools acquired in the MBA program are vital to student success in today's fast-paced global business environment.

To meet students' personal and professional needs, the MBA degree may be earned entirely through the blended face-to-face delivery method, through online delivery or through a combination of these methods. Face-to-face courses are offered as evening courses one night a week at our campuses in the Kansas City, Mo., area, Lenexa, Kansas, Austin, Texas, El Paso, Texas, Camp Pendleton in California, and Defense Supply Center Columbus (DSCC), Ohio. Online courses offer flexibility, without sacrificing rigor and academic excellence.

The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## **Admission Requirements**

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.

- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## Types of Admission

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

### Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

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3. Finance Concentration
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5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **Human Resource Management Concentration**

The MBA Human Resource Management concentration provides graduates with exposure to the theoretical and practical knowledge needed for managerial and executive positions in human resource management in both public and private sector organizations. This concentration offers students qualitative and quantitative practice in:

- Planning and staffing;
- Training, development and evaluation methods;
- Change management, conflict resolution and consulting interventions; and
- Strategically and systematically practicing human resource management for optimal outcomes.

### **Course Requirements 12 cr.**

#### **Core**

- HRM 634 - Planning and Staffing **Credits: 3**
- HRM 635 - Training, Development, and Evaluation **Credits: 3**
- HRM 636 - Change Management and Conflict Resolution **Credits: 3**
- HRM 637 - Compensation Management **Credits: 3**

## **Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.**

Master of Business Administration, Innovation and Quality Management Concentration, M.B.A. Locations

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

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The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

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## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
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## **Admission Requirements**

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

Admission to Park University's Master of Business Administration program is open to graduates of all fields of undergraduate study.

## Types of Admission

Students will be admitted to the Master of Business Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
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## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

### Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or

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3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **Innovation and Quality Management Concentration**

The MBA Innovation and Quality Management concentration is designed to give students an in-depth understanding of the concepts and techniques used to assess and improve process outcomes. In other words, the students will be able to isolate processes that are routinely experiencing too much variability in their output, identify natural and assignable causes for variations, develop tactical strategies to improve process performance, and then establish formal mechanisms for monitoring future outcomes. Students will learn how to appropriately apply qualitative and quantitative approaches to diagnose the nature and scope of process problems and evaluate the effectiveness of interventions. The competencies that will be developed in this curriculum will serve students well as they progress in their careers. Defective processes drive up operating costs, making it virtually impossible to forecast revenues, and contributing to poor quality goods and services. This can lessen a firm's competitive advantage in the marketplace and jeopardize their long-term financial viability.

### **Course Requirements 12 cr.**

#### **Core**

- QM 684 - Principles of Quality Management **Credits: 3**
- QM 685 - Innovative Techniques in Quality Management **Credits: 3**
- QM 686 - Innovative Project Management **Credits: 3**
- QM 687 - Collaborative Innovation Strategies **Credits: 3**

## **Master of Business Administration, Management Accounting Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

Park University's Master of Business Administration degree program was founded in 1998. Park's MBA program offers a student centered learning environment to produce responsible, innovative business leaders

in an ever-changing global environment. It prepares students as entrepreneurial thinkers to enhance business competitiveness in a global environment. Significance is placed on applying business knowledge and techniques to implement decisions.

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The MBA program offers a combination of eight-week and four-week sessions, allowing completion of the program in as few as 15 months (or 11 months for the Executive Master of Business Administration degree), enabling graduates to take advantage of current market demands.

The MBA curriculum is designed with the working professional in mind. Students are expected to engage in team assignments and are given the opportunity to obtain hands-on knowledge through projects and case study analysis. Each concentration is designed to meet the educational needs of the growing and varied business sectors.

## **Vision Statement**

The vision of Park University's Master of Business Administration program is to use a student-centered learning environment to produce responsible, innovative business leaders in an ever-changing global environment.

## **Mission Statement**

The mission of Park University's Master of Business Administration program is to prepare business leaders as entrepreneurial thinkers who enhance business competitiveness in a global environment.

## **Program Learning Outcomes**

- Formulate a personal communication strategy that will help them cultivate professional relationships with diverse stakeholders to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage.
- Assess the level of professionalism needed for success in a highly dynamic and demanding environment by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession. Demonstrate the ability to function autonomously and take responsibility for managing a culturally and geographically diverse group of professionals within a highly complex and changing business environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the business environment and its components in order to identify opportunities and threats, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success on a domestic and global scale.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic economy.
- Demonstrate advanced problem solving skills that result in viable and ethical solutions to complex issues that may impact product and service delivery.

## Admission Requirements

- A bachelor's degree from a regionally accredited college or university in the U.S., or from an accredited foreign institution of higher learning.
- Minimum 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
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## Types of Admission

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## Sequential Degree

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## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

### Concentrations

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10. Public Accounting Concentration
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## **Management Accounting Concentration**

The MBA Management Accounting concentration is designed to prepare students with the competencies necessary to excel in professional positions that require a high level of comfort with accounting and finance, such as chief financial officers, controllers, financial analysts, budget analysts or directors. More specifically, students will develop an extensive understanding of management accounting concepts, cost accounting, accounting research practices, activity-based costing as an aid to decision-making, profit planning, budget forecasting and preparation, and broadening leadership skills. In acquiring skills for the CFO function within a variety of organizational structures, this concentration will develop student knowledge of financial planning, financial analysis, control mechanisms, decision-making, and professional ethics.

### **Course Requirements 12 cr.**

#### **Core**

- ACC 510 - Accounting Research and Analysis **Credits: 3**
- ACC 613 - Internal Auditing and Control Mechanisms **Credits: 3**
- ACC 617 - Advanced Managerial Accounting Issues **Credits: 3**
- ACC 626 - Management Accounting Leadership-Role of the Chief Financial Officer **Credits: 3**

## **Master of Business Administration, Management Information Systems Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

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## **Management Information Systems Concentration**

The MBA Management Information Systems concentration offers a unique combination of business intelligence and industry standards through practical project-oriented instruction. The rationale is to produce quality MBA graduates with in-depth knowledge and hands-on understanding of the essentials of managing today's information technology systems. Students study the foundations of business so they can apply management information system technology to create efficient, effective business enterprises capable of competing in a global setting.

In addition, students are exposed to the concepts and applications of data analytics, security and privacy of big data, and project management as they pertain to system architecture and a firm's ability to answer complicated business questions.

### **Course Requirements 12 cr.**

#### **Core**

- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

## **Master of Business Administration, Marketing Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

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## **Program Learning Outcomes**

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## Marketing Concentration M.B.A.

- MKT 631 - Consumer Behavior **Credits: 3**
- MKT 632 - Strategic Brand Management **Credits: 3**
- MKT 634 - Strategic Marketing Simulation **Credits: 3**

## Marketing Elective

Select one:

- CIS 608 - Web and Marketing Analytics **Credits: 3**
- MKT 633 - Digital and Social Media Marketing **Credits: 3**

## **Master of Business Administration, Project Management Concentration, M.B.A.**

## Master of Business Administration, M.B.A.

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## **Program Learning Outcomes**

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## **Admission Requirements**

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## **Project Management Concentration**

The MBA Project Management (PM) concentration is designed to prepare students with the knowledge, skills, and abilities (KSAs) to competently plan, organize, staff, and guide processes for creating a solution or system. The PM concentration intends to adequately prepare the students to take the Project Management Professional (PMP)® credentialing exam. More specifically, the content is aligned with the Project Management Body of Knowledge (PMBOK, 5th edition) and introduces students to the 5 process groups, 10 knowledge areas, and 47 processes of project management.

### **Course Requirements 12 cr.**

#### **Core**

- PM 690 - Integration, Scope, and Quality Management **Credits: 3**
- PM 691 - Time and Cost Management **Credits: 3**
- PM 692 - Communications, Risk, and Stakeholder Management **Credits: 3**
- PM 693 - Human Resource and Procurement Management **Credits: 3**

## **Master of Business Administration, Public Accounting Concentration, M.B.A.**

### **Master of Business Administration, M.B.A.**

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## **Program Learning Outcomes**

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3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MBA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit on transfer credit.

## Requirements For: Master - 33 Hours, 3.0 GPA

### General Core 21 cr.

- MBA 515 - Accounting for Management Decisions **Credits: 3**
- MBA 522 - Organization Behavior and Leadership **Credits: 3**
- MBA 524 - Business Law and Ethics **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MBA 615 - Managerial Finance **Credits: 3**
- MBA 630 - Strategic Marketing **Credits: 3**
- MBA 695 - Strategic Management **Credits: 3**

## Concentrations

All students complete all core courses to provide a common foundation; therefore, the program's policy is not to waive any of the core courses.

The general MBA program offers the flexibility to tailor electives to the student's professional interests. Ample choices allow a broad choice or a focus, such as finance, entrepreneurship, global business or information systems. Alternatively, the student may select one of the following formal areas of concentration:

1. Business Analytics Concentration
2. Disaster and Emergency Management Concentration
3. Finance Concentration
4. Global Business Concentration
5. Human Resource Management Concentration
6. Management Accounting Concentration
7. Management Information Systems Concentration
8. Marketing Concentration
9. Project Management Concentration
10. Public Accounting Concentration
11. Quality and Innovation Management Concentration

## **Public Accounting Concentration**

The MBA Public Accounting concentration will prepare students for the CPA exam through additional courses aimed at graduate hours in accounting. The concentration will include a total of twelve (12) semester hours, which will include four (4) courses focused on the four parts of the CPA exam.

**\*Must have already earned a B.S. in Accounting.**

### **Course Requirements 12 cr.**

#### **Core**

- ACC 621 - Advanced Auditing **Credits: 3**
- ACC 622 - Advanced Business Environment and Concepts **Credits: 3**
- ACC 623 - Advanced Financial Accounting and Reporting **Credits: 3**
- ACC 624 - Advanced Regulation **Credits: 3**

## **4+1 Bachelor to MHA**

The 4+1 MHA Program allows undergraduate students in business (all majors) with at least 60 undergraduate credit hours and a cumulative grade point average of 3.0 on a 4.0 scale to take graduate coursework in the MHA program, which will not only count towards fulfilling their undergraduate degree requirements, but will also count towards the completion of the MHA program. Qualified students may take up to 12 credit hours (4 courses) from the MHA curriculum, which will reduce the time necessary to complete the graduate degree from two years to as little as one year following the completion of the undergraduate degree (see table below). Students must be enrolled in at least 12 semester credit hours combined of undergraduate and graduate classes each semester that he or she is taking MHA credits under this option.

The admission criteria for participation in the 4+1 program are as follows:

- Students must have completed 60 undergraduate credit hours toward their baccalaureate degree.

- Students must maintain a cumulative undergraduate GPA of 3.0 on a 4.0 scale while taking MHA courses.

## **MHA Course to Take**

- HA 509 - Management of Health Information Systems **Credits: 3**  
(Equivalent Undergraduate Course: IS 310, Business Applications)
- HA 515 - Marketing and Consumer Driven Healthcare **Credits: 3 \***  
(Equivalent Undergraduate Course: MK 351, Principles of Marketing)
- HA 516 - Healthcare Finance **Credits: 3**  
(Equivalent Undergraduate Course: FI 360, Financial Management)
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3**  
(Equivalent Undergraduate Course: HC 466, Planning and Organizing Community Health Services)
- HA 603 - Healthcare Research Methods for Managerial Decision-Making **Credits: 3 \***  
(Equivalent Undergraduate Course: MG 315, *Advanced Business Statistics*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3 \***  
(Equivalent Undergraduate Course: HC 451, Healthcare and the Political Process)
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**  
(Equivalent Undergraduate Course: MG 371, Management and Organizational Behavior)
- HA 612 - Healthcare Operations Management **Credits: 3**  
(Equivalent Undergraduate Course: MG 375, Production and Operational Management)

### **Note:**

*Alternative course pairings may be possible but are subject to the approval of the MHA Program Director and area coordinators prior to enrollment.*

*For additional information about the 4+1 program and to get started, contact your undergraduate Student Success Advisor.*

## **Master of Healthcare Administration, Business Analytics Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## Program Goals

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.

3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.



Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

### **Business Analytics Concentration, M.H.A.**

- MIS 605 - Management Information Systems **Credits: 3**
- CIS 607 - Survey of Predictive Analytical Techniques **Credits: 3**
- CIS 609 - Data Visualization **Credits: 3**
- HA 509 - Management of Health Information Systems **Credits: 3**

## **Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

#### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

#### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## Program Goals

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary

status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration

- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Disaster and Emergency Management Concentration**

The concentration in Disaster and Emergency Management is designed to prepare graduate students with the knowledge, skills, and abilities (KSAs) to competently mitigate, prepare, respond, and assist communities and their organizations in recovering from natural and man-made disasters. An array of potentially hazardous events now more than ever confront businesses and include, but are not necessarily limited to homeland security issues; failures of complex technology; and a wide range of natural hazards. Ultimately, this concentration is intended to prepare graduates to design and improve emergency management capabilities and command and control operations within firms, so that they're better prepared to handle major and catastrophic disasters that threaten to disrupt business continuity.

### **Required Courses 12 cr.**

- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**
- DEM 552 - Public Policy and Disaster **Credits: 3**
- DEM 553 - Disaster and Society **Credits: 3**
- DEM 557 - Continuity of Operations in Public and Private Sectors **Credits: 3**

## **Master of Healthcare Administration, Finance Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## Program Goals

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in

a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Finance Concentration**

The MHA Finance concentration provides graduates with broad professional competence and skills for careers in executive positions at financial institutions and other organizations. This concentration offers students extensive understanding of core skillsets in financial modeling, debt and equity issues, valuation, mergers and acquisitions, financial planning, risk management, financial reporting and analysis, and taxation necessary for modern corporate finance positions and consulting. By incorporating critical strategies and techniques in areas such as investment and commercial banks, financial, general management consulting, venture capital and private equity firms, and corporate finance within 500 large-cap companies, graduates are primed for financial challenges in national and international arenas. This concentration allows students to tailor their program to their professional goals and prepare them for career opportunities such as:

- *Investment Management.* Prepares candidates for a career as a security analyst, money manager, brokerage firm analyst, insurance company representative or other financial job function.
- *Corporate Financial Management.* Prepares candidates to be financial managers with responsibilities in risk management, strategic planning, budgeting, financial forecasting, cash management, credit administration, investment analysis and funds procurement.

### **Required Courses 12 cr.**

- FIN 621 - Advanced Corporate Finance **Credits: 3**
- FIN 625 - International Finance **Credits: 3**
- FIN 640 - Investment Management **Credits: 3**
- FIN 644 - Financial Markets and Institutions **Credits: 3**

## **Master of Healthcare Administration, General, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

## Vision

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

## Mission

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## Program Goals

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:



1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- **Online:** Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- **Blended:** All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

## Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

## Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## General (No Concentration): MHA Electives (12 credits)

Select four courses from below and/or from the other MHA concentrations. Additional elective coursework is available for selection from the graduate Master of Business Administration, Master of Public Administration, Master of Education and Master of Arts in Communication and Leadership programs, to offer flexibility in content for MHA students' interests. Use of courses from other programs must be discussed and approved by the MHA Program Director prior to enrollment.

- HA 511 - Leadership and Management in Healthcare Systems **Credits: 3**
- HA 514 - Accounting for Management Decisions **Credits: 3**
- HA 515 - Marketing and Consumer Driven Healthcare **Credits: 3**
- HA 521 - Special Topics in Healthcare Administration **Credits: 1 - 3**
- HA 532 - Healthcare Services and Systems for Diverse Populations **Credits: 3**
- HA 533 - Managerial Epidemiology **Credits: 3**
- HA 537 - Health Policy and Politics **Credits: 3**
- HA 557 - Nursing Dimensions of Healthcare Administration **Credits: 3**
- HA 573 - Quality Improvement and Outcomes Assessment in Healthcare Settings **Credits: 3**
- HA 603 - Healthcare Research Methods for Managerial Decision-Making **Credits: 3**
- HA 607 - Data Analytics in Healthcare Administration **Credits: 3**
- HA 611 - Mediation, Negotiation and Conflict Management **Credits: 3**
- PA 503 - Emerging Issues in Public Affairs **Credits: 1 to 3**
- PA 545 - Management of Nonprofit and Nongovernmental Organizations **Credits: 3**

**TOTAL 36 CR.**

## **Master of Healthcare Administration, Global Business Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

## **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

## **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## **Admission Requirements**

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- **Online:** Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- **Blended:** All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**

- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### **Capstone Course**

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### **Concentrations 12 cr.**

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

### **Global Business Concentration**

The MHA Global Business concentration focuses on how globalization has affected the way business is done. Whether a student wishes to advance in a large, multinational conglomerate or work with foreign organizations and businesses, the Global Business concentration provides the tools to operate in a multinational/multicultural environment.

### **Required Courses 12 cr.**

- GB 500 - European Business Environment **Credits: 3**
- GB 501 - Business Strategies for Latin America **Credits: 3**
- GB 502 - Business Environments in Sub-Saharan Africa **Credits: 3**
- GB 503 - Doing Business in Asia **Credits: 3**

**TOTAL 36 CR.**

## **Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

## **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

## **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## **Admission Requirements**

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- **Online:** Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- **Blended:** All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

**Core Courses 24 cr.**

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### **Capstone Course**

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### **Concentrations 12 cr.**

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

### **Human Resource Management Concentration**

The MHA Human Resource Management concentration provides graduates with exposure to the theoretical and practical knowledge needed for managerial and executive positions in human resource management in both public and private sector organizations. This concentration offers students qualitative and quantitative practice in:

- Planning and staffing;
- Training, development and evaluation methods;
- Change management, conflict resolution and consulting interventions; and
- Strategically and systematically practicing human resource management for optimal outcomes.

### **Required Courses 12 cr.**

- HRM 634 - Planning and Staffing **Credits: 3**
- HRM 635 - Training, Development, and Evaluation **Credits: 3**
- HRM 636 - Change Management and Conflict Resolution **Credits: 3**
- HRM 637 - Compensation Management **Credits: 3**

### **TOTAL 36 CR.**



# **Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.**

## **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

### **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

### **Admission Requirements**

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- **Online:** Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- **Blended:** All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format,

students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## **Requirements For: Master – 36 Hours, 3.0 GPA**

### **Core Courses 24 cr.**

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### **Capstone Course**

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### **Concentrations 12 cr.**

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Innovation and Quality Management Concentration**

The MHA Innovation and Quality Management concentration is designed to give students an in-depth understanding of the concepts and techniques used to assess and improve process outcomes. In other words, the students will be able to isolate processes that are routinely experiencing too much variability in their output, identify natural and assignable causes for the variations, develop tactical strategies to improve process performance, and then establish formal mechanisms for monitoring future outcomes. Students will learn how to appropriately apply qualitative and quantitative approaches to diagnose the nature and scope of process problems and evaluate the effectiveness of interventions. The competencies that will be developed in this curriculum will serve students well as they progress in their careers. Defective processes drive up operating costs making it virtually impossible to forecast revenues, as well as contributing to poor quality goods or services. This can lessen a firm's competitive advantage in the marketplace and jeopardize their long-term financial viability.

## **Required Courses 12 cr.**

- QM 684 - Principles of Quality Management **Credits: 3**
- QM 685 - Innovative Techniques in Quality Management **Credits: 3**
- QM 686 - Innovative Project Management **Credits: 3**
- QM 687 - Collaborative Innovation Strategies **Credits: 3**

## **Note:**

Additional elective coursework is available for selection from the graduate Master of Business Administration, Master of Public Administration, Master of Education and Master of Arts in Communication and Leadership programs, to offer flexibility in content for MHA students' interests. Use of courses from other programs must be discussed and approved by the MHA Program Director prior to enrollment.

**TOTAL 36 CR.**

## **Master of Healthcare Administration, Management Accounting Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

### **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.

- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## **Format and Delivery of Courses**

- **Online:** Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- **Blended:** All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## **Requirements For: Master – 36 Hours, 3.0 GPA**

### **Core Courses 24 cr.**

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### **Capstone Course**

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### **Concentrations 12 cr.**

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Management Accounting Concentration**

The MHA Management Accounting concentration is designed to prepare students with the competencies necessary to excel in professional positions that require a high level of comfort with accounting and finance, such as chief financial officers, controllers, financial analysts, budget analysts or directors. More specifically, the students will develop an extensive understanding of management accounting concepts, cost accounting, accounting research practices, activity-based costing as an aid to decision making, profit planning, budget forecasting and preparation, and will broaden their leadership skills. In acquiring skills for leading the CFO function within a variety of organizational structures, this concentration will develop student knowledge of financial planning, financial analysis, control mechanisms, decision-making, and professional ethics.

### **Required Courses 12 cr.**

- ACC 613 - Internal Auditing and Control Mechanisms **Credits: 3**
- ACC 617 - Advanced Managerial Accounting Issues **Credits: 3**
- ACC 626 - Management Accounting Leadership-Role of the Chief Financial Officer **Credits: 3**
- HA 514 - Accounting for Management Decisions **Credits: 3**

**TOTAL 36 CR.**

## **Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

#### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

#### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

#### **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional

development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.

- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not



aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## **Graduation Requirements**

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## **Format and Delivery of Courses**

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## **Requirements For: Master – 36 Hours, 3.0 GPA**

### **Core Courses 24 cr.**

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### **Capstone Course**

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### **Concentrations 12 cr.**

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration

- Project Management Concentration
- Quality and Innovation Management Concentration

## **Management Information Systems Concentration**

The MHA Management Information Systems concentration offers a unique combination of business intelligence and industry standards through practical project-oriented instruction. The rationale is to produce quality MHA graduates with in-depth knowledge and hands-on understanding of the essentials of managing today's information technology systems. Students study the foundations of business so they can apply management information systems technology to create efficient, effective business enterprises capable of competing in a global setting. In addition, students are exposed to the concepts and applications of data analytics, security and privacy of big data, and project management as they pertain to system architecture and a firm's ability to answer complicated business questions.

### **Required Courses 12 cr.**

- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

**TOTAL 36 CR.**

## **Master of Healthcare Administration, Marketing Concentration, M.H.A.**

### **Master of Healthcare Administration**

The Master of Healthcare Administration (MHA) program is in the School of Business which is housed within the College of Management and is designed for those individuals who are currently, or who aspire to be, leaders in a variety of health settings. Today's health organizations need administrators who can manage the current components of healthcare, as well as lead the health sector in new directions. The MHA program offers students the opportunity to understand and master the organizational, legal, financial, political and managerial aspects of health systems management. The MHA program offers a unique curriculum that is designed specifically to meet the career needs of future health leaders.

#### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

#### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

## Program Goals

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary

status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration

- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Marketing Concentration, M.H.A.**

- MKT 631 - Consumer Behavior **Credits: 3**
- MKT 632 - Strategic Brand Management **Credits: 3**
- HA 515 - Marketing and Consumer Driven Healthcare **Credits: 3**

## **Marketing Electives**

Select One:

- MKT 633 - Digital and Social Media Marketing **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**

## **Master of Healthcare Administration, Nonprofit Management Concentration, M.H.A.**

### **Master of Healthcare Administration**

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### **Vision**

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### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

### **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.
- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration

- Human Resource Management Concentration
- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Nonprofit Management**

### **Nonprofit Management Concentration**

The concentration in nonprofit management is beneficial for those students interested in learning more about creating strategies for nonprofits to fulfil their unique missions, leading and managing nonprofit organizations. This concentration offers students extensive understanding of core skillsets in reviewing community needs, nonprofit incorporation and regulation, governance process, marketing to various stakeholders, funding sources for community and nonprofit services, budgeting, financial recordkeeping, tax provisions governing financial management controls, cost analysis, financial reporting, and preparation for audits.

- PA 542 - Social Policy **Credits: 3**
- PA 545 - Management of Nonprofit and Nongovernmental Organizations **Credits: 3**
- PA 593 - Financing Nonprofit/Community Services **Credits: 3**
- PA 594 - Financial Management for Nonprofit/Community Organizations **Credits: 3**

## **Master of Healthcare Administration, Project Management Concentration, M.H.A.**

### **Master of Healthcare Administration**

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### **Vision**

The Master of Healthcare Administration program is designed to prepare learners for the challenges of a global society, including utilization of innovative approaches to managing and leading, solving complex problems, and adhering to the ethical and professional standards of the healthcare system.

### **Mission**

The Master of Healthcare Administration program provides healthcare administrators the tools to ensure efficient and effective delivery of quality health-related products and services to diverse communities.

### **Program Goals**

The graduates will consistently be able to:

- Formulate a communication strategy that will cultivate professional relationships amongst a diverse group of stakeholders in order to achieve cooperation, promote teamwork, demonstrate respect, and maintain a competitive advantage in the market place.



- Assess the level of professionalism necessary to succeed in the highly dynamic and demanding industry by maintaining personal and professional accountability, engaging in ongoing professional development, and demonstrating a commitment to the welfare of the facility/organization, surrounding community and the profession.
- Demonstrate the ability to function autonomously and take responsibility for managing a diverse group of professionals within a highly complex and changing healthcare environment.
- Develop a clear and achievable organizational vision for the future which promotes the entrepreneurial spirit and contributes to the formation of a culture and climate that embraces change in order to achieve excellence in product and service delivery.
- Assess the healthcare environment and its constructs in order to pinpoint industry risks and opportunities, and then actively contribute to viable strategy formulation that effectively leverages internal competencies to achieve organizational success.
- Synthesize relevant internal and external data in order to position complex organizations for fiscal and operational success, despite existing barriers, in order to maintain a strong competitive advantage within a dynamic and demanding industry.
- Demonstrate advanced problem solving skills in the construction of viable and ethical solutions to complex issues that may negatively impact product and service delivery.

## Admission Requirements

Students must meet the minimum admission requirements for Park University's Master of Healthcare Administration program, which include:

- A bachelor's degree from a regionally accredited U.S. institution or the equivalent from an international institution.
- A minimum of a 2.75 cumulative grade point average on a 4.0 scale in the bachelor's degree.
- Submission of official transcripts is required (except for Park University alumni).
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be requested by the Program Director.

*Note: The only admission requirements waived for Park University alumni are the application fee and submission of official transcripts.*

For more information regarding the Master of Healthcare Administration program, please visit [www.park.edu/mha](http://www.park.edu/mha).

## Types of Admission

Students will be admitted to the Master of Healthcare Administration program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MHA program is a participant of the Sequential Degree option. This provides the opportunity to graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MHA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours of transfer credit.

## Graduation Requirements

- Completion of 36 credit hours of approved courses with an overall grade point average of 3.0 or above.
- Satisfaction of all academic standards. See the Academic Policies and Academic Standards section for more information.
- Submit application for graduation within the established deadlines. See the Application for Graduation Deadlines section in the Academic Policies section for more information.

## Format and Delivery of Courses

- Online: Courses in the MHA program are predominantly online. Students may meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom and an online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to the class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts.

## Requirements For: Master – 36 Hours, 3.0 GPA

### Core Courses 24 cr.

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3** (*recommended first course*)
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 605 - Healthcare Organizational Behavior and Leadership **Credits: 3**
- HA 612 - Healthcare Operations Management **Credits: 3**

### Capstone Course

- HA 616 - Healthcare Strategic Management and Marketing **Credits: 3**

### Concentrations 12 cr.

Students complete all core courses to provide a curricular foundation. The general MHA program offers the flexibility to tailor electives to the student's professional interests. Ample formal concentration choices allow for a chosen focus. In lieu of the general MHA, students may select one of the following concentrations:

- Business Analytics Concentration
- Disaster and Emergency Management Concentration
- Finance Concentration
- Global Business Concentration
- Human Resource Management Concentration

- Management Accounting Concentration
- Management Information Systems Concentration
- Marketing Concentration
- Project Management Concentration
- Quality and Innovation Management Concentration

## **Project Management Concentration**

The MHA Project Management (PM) concentration is designed to prepare students with the knowledge, skills, and abilities (KSAs) to competently plan, organize, staff, and guide processes for creating a solution or system. The PM concentration intends to adequately prepare students to take the Project Management Professional (PMP)® credentialing exam. More specifically, the content is aligned with the Project Management Body of Knowledge (PMBOK, 5th edition) and introduces students to the 5 process groups, 10 knowledge areas, and 47 processes of project management.

### **Required Courses 12 cr.**

- PM 690 - Integration, Scope, and Quality Management **Credits: 3**
- PM 691 - Time and Cost Management **Credits: 3**
- PM 692 - Communications, Risk, and Stakeholder Management **Credits: 3**
- PM 693 - Human Resource and Procurement Management **Credits: 3**

**TOTAL 36 CR.**

## **Master of Science, Information Systems and Business Analytics, M.S.**

### **Vision Statement**

Park University's Master of Science in Information Systems and Business Analytics will be the premier provider of graduate education in information systems and analytics.

### **Mission Statement**

Park University's Master of Science in Information Systems and Business Analytics provides students with the technical, managerial, and strategic acumen necessary to leverage information technology and data to maintain a competitive advantage and improve operational outcomes.

### **Program Learning Outcomes**

The graduates will be able to:

- Develop and maintain the information systems necessary to support the functional, operational, and strategic needs of domestic and multinational organizations.
- Determine the most efficient and effective methods of leading and managing the resources to support a firm's information systems and technology.
- Evaluate technology alternatives to resolve complex problems in an information systems context while taking into consideration internal and external constraints and the ethical implications.
- Formulate a plan to effectively collaborate and communicate with key stakeholders (business, HIMS, and IT professionals) in order to achieve corporate or functional level goals and objectives.

- Establish an organization-wide information security risk management program designed to isolate significant internal and external threats while concurrently designing and implementing contingency, business continuity, and disaster recovery plans.
- Evaluate the usefulness of information technology to achieve a competitive advantage, efficient operations, and effective decision-making.
- Analyze large datasets for the purpose of uncovering hidden patterns, predicting future trajectories, and then using the resultant information to aid organizations in making well-informed operating, marketing, financing, and strategic decisions.

## Admission Requirements

The Master of Science in Information Systems and Business Analytics will require applicants to meet the same admissions requirements as any other Park University graduate program in business.

- A baccalaureate degree from a regionally accredited college or university in the U.S. or from an accredited foreign institution of higher learning.
- Minimum of a 2.75 cumulative grade point average on a 4.0 scale from all colleges and universities attended.
- Students with a cumulative grade point average below 2.75 may be considered for conditional admission. Submission of additional documentation may be required by the Program Director.

*Admission to Park University's Master of Science in Information Systems and Business Analytics program is open to graduates of all fields of undergraduate study.*

## Types of Admission

Students will be admitted to the Master of Science in Information Systems and Business Analytics program with one of the following admission statuses:

1. **Full Admission** – Applicants who meet all admission requirements and the Graduate Admissions office has received all necessary documents, are granted full admission.
2. **Provisional Admission** – Students may be admitted to a program on a provisional basis and their admission status will be classified as "provisional." The provisional status will be removed when applicants submit test scores or other required documents. Students accepted provisionally must submit complete and satisfactory records before completing 12 credit hours in the graduate program.
3. **Conditional Admission** – In certain exceptional cases, a student who does not meet the minimum grade point average requirement, but who presents other evidence of ability to succeed in a graduate program, may be granted provisional admission by the director of the graduate program in which the applicant is applying, in concurrence with the dean or designee. The probationary status may be removed after the student has demonstrated academic ability by maintaining a "B" average for the first six credit hours of graduate courses, with no grade lower than a "B".

## Sequential Degree

The MS in ISBA program is a participant of the Sequential Degree option. This provides an opportunity for graduate alumni of the College of Management at Park University to receive up to 12 credit hours in course substitutions towards the completion of the MS in ISBA degree. Alumni from Park graduate programs that are not aligned under the College of Management are not eligible to participate in the sequential degree options. They may receive up to 9 credit hours on transfer credit. Additional information can be found in the graduate catalog.

## Graduation Requirements

Students in the Master of Science in Information Systems and Business Analytics program will be required to meet the following requirements in order to be conferred their degree:

1. Completion of a total of 36 credit hours of graduate coursework, which includes 24 hours in the core curriculum and 12 hours in the concentration.

2. Must have a minimum cumulative graduate grade point average of 3.0 (on a 4.0 scale) after completing all required coursework.
3. May have no grade lower than a "C" and no more than six (6) hours in graduate courses taken at Park University with a grade of "C" at the time of graduation.
4. Must submit application for graduation within the established deadlines.

### **Format of Courses**

- Online: Students can meet all course requirements through an online format.
- Blended: All ground courses are offered using a blended delivery format. This means that each weekly class session includes a physical classroom as well as the online component. In this format, students are expected to complete assigned readings, review supplemental materials, and complete certain assignments prior to each class session. During the class sessions, the instructors will facilitate in-class activities that promote collaborative learning and provide opportunities to apply learned concepts. Blended courses are offered in Kansas City, MO.
- The MS in ISBA courses are offered in the 8-week accelerated format.

## **Requirements For: Master – 36 Hours, 3.0 GPA**

### **Degree Requirements 24 cr.**

- CIS 601 - Systems Analysis and Design **Credits: 3**
- CIS 604 - Project Management for Information Technology **Credits: 3**
- CIS 610 - Capstone in Information Systems **Credits: 3**
- MBA 576 - Operations Management **Credits: 3**
- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

### **Business Analytics 12 cr.**

The concentration in Business Analytics is designed to prepare the graduate student to use big data to revolutionize business operations, in much the same way as information and communication technologies (ICT) have changed corporate America. Students will learn to undertake big data projects intended to improve operational performance; strengthen managerial decision-making; predict demand and outcomes; and leverage the resultant information to gain a distinct competitive advantage in the marketplace.

- CIS 606 - Applied Data Mining and Analysis of Big Data **Credits: 3**
- CIS 607 - Survey of Predictive Analytical Techniques **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**
- CIS 609 - Data Visualization **Credits: 3**

## **Disaster and Emergency Management, Graduate Certificate**

Disaster and Emergency Management, Graduate Certificate Locations

The Graduate Certificate in Disaster and Emergency Management complements the existing graduate programs offered by the University's Hauptmann School of Public Affairs which is housed within the College of Management. The public's continued concern for efficient governmental response to natural and man-made disasters, along with the recent significant investment in emergency management activities, requires knowledgeable public managers, including managers transitioning from other areas of expertise. The array

of potential hazardous events that now confront public managers includes Homeland Security issues, failures of complex technology and a wide range of natural hazards. Students possessing a Graduate Certificate in Disaster and Emergency Management will be well-prepared to engage the public policy issues surrounding these community hazards.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**
- DEM 552 - Public Policy and Disaster **Credits: 3**
- DEM 553 - Disaster and Society **Credits: 3**
- DEM 557 - Continuity of Operations in Public and Private Sectors **Credits: 3**

### **Finance, Graduate Certificate**

The Graduate Certificate in Finance is housed in the School of Business within the College of Management. The certificate will assist students in achieving the chartered financial analyst certification and/or obtaining a greater flexibility in training for future careers in finance.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- MBA 615 - Managerial Finance **Credits: 3**
- FIN 621 - Advanced Corporate Finance **Credits: 3**
- FIN 625 - International Finance **Credits: 3**
- FIN 640 - Investment Management **Credits: 3**

**Total 12 cr.**

### **Global Business, Graduate Certificate**

The Graduate Certificate in Global Business is housed in the School of Business within the College of Management. This certificate is designed for those who wish to improve their knowledge of global business issues. Additionally, it will prepare students to sit for the National Association of Small Business International Trade Educators certification.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- GB 500 - European Business Environment **Credits: 3**
- GB 501 - Business Strategies for Latin America **Credits: 3**
- GB 502 - Business Environments in Sub-Saharan Africa **Credits: 3**
- GB 503 - Doing Business in Asia **Credits: 3**

**Total 12 cr.**

### **Health Services Management and Leadership, Graduate Certificate**

Up-to-date knowledge and skills in the administration and leadership of health care services are critical in today's constantly and rapidly changing environment. The Graduate Certificate in Health Services Management and Leadership, housed in the School of Business within the College of Management, prepares students and practicing healthcare leaders to enhance their professional skills to meet new healthcare policy and practice challenges. The program focuses on critical thinking and problem solving in today's healthcare environment.

## **Course Requirements**

The curriculum consists of two foundation courses (6 credit hours) and two theory integration courses (6 credit hours).

## **Requirements For: Certificate – 12 Hours, 3.0 GPA**

### **Foundation Courses 6 cr.**

- HA 511 - Leadership and Management in Healthcare Systems **Credits: 3**
- HA 518 - Organization of Healthcare Delivery Systems **Credits: 3**

### **Theory Integration Courses 6 cr.**

(select two courses):

- HA 509 - Management of Health Information Systems **Credits: 3**
- HA 515 - Marketing and Consumer Driven Healthcare **Credits: 3**
- HA 516 - Healthcare Finance **Credits: 3**
- HA 517 - Legal and Ethical Issues in Healthcare Administration **Credits: 3**
- HA 521 - Special Topics in Healthcare Administration **Credits: 1 - 3**
- HA 532 - Healthcare Services and Systems for Diverse Populations **Credits: 3**
- HA 533 - Managerial Epidemiology **Credits: 3**
- HA 537 - Health Policy and Politics **Credits: 3**
- HA 557 - Nursing Dimensions of Healthcare Administration **Credits: 3**
- HA 573 - Quality Improvement and Outcomes Assessment in Healthcare Settings **Credits: 3**
- HA 603 - Healthcare Research Methods for Managerial Decision-Making **Credits: 3**
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- HA 611 - Mediation, Negotiation and Conflict Management **Credits: 3**
- HA 615 - Healthcare Strategic Management **Credits: 3**

### **Total 12 cr.**

## **Human Resource Management, Graduate Certificate**

The Graduate Certificate in Human Resource Management is in the School of Business which is housed within the College of Management. The certificate is designed to expose students to the functional areas of a typical human resource department. In addition, the students gain a deeper appreciation of the consultative role that HR professionals play in supporting the organization's management team, employees, and contractors. The competencies acquired in this curriculum will prepare students to more effectively manage personnel and leverage the support of their HR professionals as their career advances.

## **Requirements For: Certificate – 12 Hours, 3.0 GPA**

### **Core 12 cr.**

- HRM 634 - Planning and Staffing **Credits: 3**
- HRM 635 - Training, Development, and Evaluation **Credits: 3**
- HRM 636 - Change Management and Conflict Resolution **Credits: 3**
- HRM 637 - Compensation Management **Credits: 3**

### **Total 12 cr.**

## **Innovation and Quality Management, Graduate Certificate**

The Graduate Certificate in Innovation and Quality Management is in the School of Business which is housed within the College of Management. This certificate is designed to give students an in-depth understanding of the concepts and techniques used to assess and improve process outcomes. In other words, the students will be able to isolate processes that are routinely experiencing too much variability in their output, identify natural and assignable causes for the variation, develop tactical strategies to improve process performance, and then establish formal mechanisms for monitoring future outcomes. Students will learn how to appropriately apply qualitative and quantitative approaches to diagnose the nature and scope of process problems and evaluate the effectiveness of interventions. The competencies that will be developed in this curriculum will serve students well as they progress in their careers. Defective processes drive up operating costs, make it virtually impossible to forecast revenues, and contribute to poor quality goods or services. This can lessen a firm's competitive advantage in the marketplace and jeopardize their long-term financial viability.

## **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- QM 684 - Principles of Quality Management **Credits: 3**
- QM 685 - Innovative Techniques in Quality Management **Credits: 3**
- QM 686 - Innovative Project Management **Credits: 3**
- QM 687 - Collaborative Innovation Strategies **Credits: 3**

### **Total 12 cr.**

## **Leadership of International Healthcare Organizations, Graduate Certificate**

The Leadership of International Healthcare Organizations graduate certificate is in the School of Business within the College of Management and provides students with knowledge and skills related to the administrative and management aspects of international health.

This certificate also provides a relevant education for students within the Master of Healthcare Administration program by adding an international health focus. It offers an additional and unique educational opportunity for students in the Master of Business Administration and Master of Public Administration programs who have an interest in international health.



To accommodate those students whose visa requirements necessitate face-to-face courses, the certificate courses and the electives are offered in both face-to-face and online formats. Specifically, the certificate focuses on the following goals:

- Providing students with instruction in the management and leadership issues unique to international healthcare organizations.
- Creating an opportunity for students to gain more in-depth knowledge of the operation of international healthcare organizations.
- Providing theoretical as well as applied learning experiences in the administration of international healthcare organizations.

## **Additional Admission Requirements**

Students must submit an essay describing their academic and career background, and reasons why they wish to pursue the Leadership of International Healthcare Organizations certificate.

## **Course Requirements**

The certificate consists of four interdisciplinary courses for a total of 12 credit hours.

## **Requirements For: Certificate – 12 Hours, 3.0 GPA**

### **Foundation Course**

- HA 511 - Leadership and Management in Healthcare Systems **Credits: 3**

### **Theory Integration Courses 9 cr.**

*(choose three courses)*

- HA 532 - Healthcare Services and Systems for Diverse Populations **Credits: 3**
- HA 533 - Managerial Epidemiology **Credits: 3**
- HA 537 - Health Policy and Politics **Credits: 3**
- HA 604 - Healthcare Economics and Payment Systems **Credits: 3**
- PA 503 - Emerging Issues in Public Affairs **Credits: 1 to 3**
- PA 545 - Management of Nonprofit and Nongovernmental Organizations **Credits: 3**

### **Total 12 cr.**

### **Note:**

*\*Note: Students may be eligible to substitute another course emphasizing international relations for one of the three theory integration courses listed above with the permission of the director of the Master of Healthcare Administration program.*

## **Management Accounting, Graduate Certificate**

The Graduate Certificate in Management Accounting is in the School of Business which is housed within the College of Management. The certificate is designed to prepare the students with the competencies necessary to excel in professional positions that require a high level of comfort with accounting and finance, such as chief financial officers, controllers, financial analysts, or budget analysts or directors. More specifically, this curriculum will provide the students with an extensive understanding of management accounting concepts,

cost accounting, accounting research practices, activity-based costing as an aid to making decisions, profit planning, budget forecasting and preparation, and broaden their leadership skills. The skills acquired in the management accounting curriculum will develop student knowledge of financial planning, financial analysis, control mechanisms, decision-making, and professional ethics. The Management Accounting certificate is unique in that it is designed to prepare students without an undergraduate degree in accounting, or from different graduate disciplines, with the competencies necessary to assume leadership roles within the financial service units as opposed to working as a staff or public accountant.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- ACC 510 - Accounting Research and Analysis **Credits: 3**
- ACC 613 - Internal Auditing and Control Mechanisms **Credits: 3**
- ACC 617 - Advanced Managerial Accounting Issues **Credits: 3**
- ACC 626 - Management Accounting Leadership-Role of the Chief Financial Officer **Credits: 3**

**Total 12 cr.**

### **Management Information Systems, Graduate Certificate**

The Graduate Certificate in Management Information Systems is in the School of Business which is housed within the College of Management. This certificate is designed to give students an in-depth exposure to varying information systems and how these technologies are leveraged to alter organizational structures, improve workflow, and influence a firm's culture. In addition, the curriculum will allow students to analyze potential security and privacy risks associated with corporate information and how best to mitigate these concerns through administrative, technical, and physical safeguards. The students will be exposed to concepts and applications of data analytics, the big data life cycle, and those processes associated with project management as they pertain to system architecture and a firm's ability to answer complicated business questions.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

**Total 12 cr.**

### **Marketing, Graduate Certificate**

The Graduate Certificate in Marketing is in the School of Business which is housed within the College of Management. The certificate is designed to prepare students with the competencies necessary to excel in professional positions as marketing managers. This curriculum will provide the students with an extensive understanding of marketing concepts including consumer behavior, brand management, and digital communication.

### **Marketing Requirements, 12 Cr., 3.0 G.P.A.**

- MKT 631 - Consumer Behavior **Credits: 3**
- MKT 632 - Strategic Brand Management **Credits: 3**
- MKT 634 - Strategic Marketing Simulation **Credits: 3**

## **Marketing Elective**

Select one:

- MKT 633 - Digital and Social Media Marketing **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**

## **Project Management, Graduate Certificate**

The Graduate Certificate in Project Management (PM) is in the School of Business which is housed within the College of Management. The certificate is designed to prepare students with the knowledge, skills, and abilities (KSAs) to competently plan, organize, staff, and guide processes for creating a solution or system. The PM certificate intends to adequately prepare the students to take the Project Management Professional (PMP)® credentialing exam. More specifically, the content is aligned with the Project Management Body of Knowledge (PMBOK, 5th edition) and introduces students to the five (5) process groups, 10 knowledge areas, and 47 processes.

### **Requirements For: Certificate – 12 Hours, 3.0 GPA**

- PM 690 - Integration, Scope, and Quality Management **Credits: 3**
- PM 691 - Time and Cost Management **Credits: 3**
- PM 692 - Communications, Risk, and Stakeholder Management **Credits: 3**
- PM 693 - Human Resource and Procurement Management **Credits: 3**

**Total 12 cr.**

## **Public Accounting, Graduate Certificate**

The Graduate Certificate in Public Accounting is housed in the School of Business. This certificate is designed to develop skills and knowledge to pass the four parts of the Certified Public Accounting (CPA) exam: Auditing, Business Environment and Concepts, Financial Accounting and Reporting, and Regulation. This program is designed for students who have completed an undergraduate accounting degree or its equivalent. (Students who have earned a degree other than in accounting may be required to complete up to 30 hours of foundational accounting course work before beginning the Public Accounting program.) Eligibility requirements to sit for the CPA exam vary state by state. The Graduate Certificate in Public Accounting meets eligibility requirements in the State of Missouri. Successful completion will enable students to attain a graduate certificate while accumulating the required 150 credit hours toward the CPA credential and preparing to sit for the CPA exam. Students planning to sit for the CPA exam in other states may need to meet additional requirements.

### **REQUIREMENTS FOR: CERTIFICATE - 12 HOURS, 3.0 GPA**

- ACC 621 - Advanced Auditing **Credits: 3**
- ACC 622 - Advanced Business Environment and Concepts **Credits: 3**
- ACC 623 - Advanced Financial Accounting and Reporting **Credits: 3**

- ACC 624 - Advanced Regulation **Credits:** 3

## Hauptmann School of Public Affairs

# College of Management: Hauptmann School of Public Affairs

**Kirby Brown, M.S., Dean, College of Management**

**James Vanderleeuw, Ph.D., Chair, Hauptman School of Public Affairs**

For more than three decades, the Hauptmann School of Public Affairs (HSPA) has been advancing the key public service values of moral courage, protecting human dignity, the common good and service.

The HSPA was founded by and is named for distinguished Park University Professor Emeritus Jerzy Hauptmann, Ph.D. A native of Poland, Hauptmann was involved in the resistance to the Nazi invasion of Warsaw in 1944, serving as a "sewer rat." After serving time as a prisoner of war, he completed his Ph.D. when the war ended and immigrated to the U.S. After one year at Northwestern University, he joined the Park University faculty in 1951 and remained for 50 years at the institution he loved. He maintained his association with the University as professor emeritus until his passing in January 2008.

Hauptmann founded the HSPA in 1982 to house the Master of Public Administration program, which he designed as a cross-sector, values-grounded, liberal arts-based graduate degree program rooted in the interconnectedness of all sectors of society and the impact of human action on the world. Hauptmann ensured that the school was connected to the local and broader community and made civic engagement a lifelong expectation of graduates. The school's mission and vision statements reflect this historic grounding and permeate all programs of the HSPA. The Hauptmann School of Public Affairs is dedicated to advancing the values of citizenship, civic engagement, moral courage and commitment to the common good that Hauptmann's life exemplified. Today, the **Master of Public Administration (MPA)** program resides within the College of Management and graduates leaders prepared to shape the future in these times of relentless change and to make a difference in their communities and in the world.

### Expectations of Graduates

The Hauptmann School of Public Affairs expects our graduates to promote rationality, responsibility and responsiveness in their organizations, within a framework of the highest ethical values. The HSPA also expects its graduates to be citizens dedicated to responsibility and the common good. With the study of public administration, students will understand the system of government and society of which they are a part, complete with its opportunities as well as its shortcomings, and also recognize that the future direction of the system will be influenced and affected by what they do, or fail to do.

Degree programs housed within the Hauptmann School of Public Affairs:

- Master of Public Administration
- Bachelor of Public Administration (*Information can be found in the Park University Undergraduate Catalog*)

Additional university-wide programs and initiatives:

- Dr. Jerzy Hauptmann Distinguished Guest Lecture Series

### The Dr. Jerzy Hauptmann Distinguished Guest Lecture Series

Established in honor of a remarkable educator, Jerzy Hauptmann, Ph.D., this annual lecture series is a tribute to Hauptmann's outstanding accomplishments in public administration and international politics. The series brings internationally renowned scholars to the Kansas City area to address topics related to Hauptmann's three areas of study: international relations, public administration and democratic theory. The Lecture Series has included some of the top names in those aforementioned fields, including Dr. Emily Hauptmann (Jerzy Hauptmann's daughter), Dr. Patricia Ingraham, Dr. Donald Kettl, Dr. Lawrence Korb,

Dr. John Mearshiemer, Dr. David Mathews, Dr. David Rosenbloom, Dr. Walter Broadnax and Dr. Dwight Waldo. The lecture is free and open to the public. Additional information about the Hauptmann Lecture Series can be found on the Park University website.

## **4+1 Bachelor to MPA**

With the approval of the Director of the MPA Program, undergraduate students in public administration who have completed at least 60 credit hours with at least a 3.0 GPA may apply to take up to 12 credit hours of graduate courses towards the MPA. A student electing this option will take the selected courses during their senior year and must be enrolled in at least 12 semester credit hours total of undergraduate and graduate classes each semester.

4+1 students are not automatically eligible for admission to the Master of Public Administration program. If they wish to pursue a graduate degree, they must submit an application, meeting all of the entrance requirements for the program.

## **Graduate Courses towards Undergraduate Courses:**

### **MPA Courses**

- PA 509 - Leadership Development and Organizations **Credits: 3**  
(Equivalent Undergraduate Course: PA 333, *Public Management and Leadership*)
- PA 512 - The Environment of Public Organizations **Credits: 3**  
(Equivalent Undergraduate Course: PA 331, *Public Organizations*)
- PA 542 - Social Policy **Credits: 3**  
(Equivalent Undergraduate Course: PA 404, *Capitalism and Societal Issues*)
- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**  
(Equivalent Undergraduate Course: CJ 353, *Emergency Management*)
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**  
(Equivalent Undergraduate Course: PA 380, *Public Service Values*)

## **Master of Public Administration, Criminal Justice Administration, M.P.A.**

### **Master of Public Administration, M.P.A.**

### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

### **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

### **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

## **Required – 36 Hours, 3.0 GPA**

### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

### **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

### **Criminal Justice Administration 12 cr.**

- PA 503 - Emerging Issues in Public Affairs **Credits: 1 to 3**
- PA 513 - Policy Development, Evaluation and Impact for Organizations **Credits: 3**
- PA 594 - Financial Management for Nonprofit/Community Organizations **Credits: 3**
- PA 630 - Comparative Criminal Justice Systems **Credits: 3**

## **Master of Public Administration, Disaster and Emergency Management, M.P.A.**

### **Master of Public Administration, M.P.A.**

### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.

- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

## Format of Courses

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

## Courses of Study

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

## Required – 36 Hours, 3.0 GPA

### Required Core Courses 24 cr.

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

### Areas of Concentration and Requirements

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

## Disaster and Emergency Management 12 cr.

- DEM 551 - Principles of Disaster and Emergency Management **Credits: 3**
- DEM 552 - Public Policy and Disaster **Credits: 3**
- DEM 553 - Disaster and Society **Credits: 3**
- DEM 557 - Continuity of Operations in Public and Private Sectors **Credits: 3**

# **Master of Public Administration, Information Systems and Business Analytics, M.P.A.**

## **Master of Public Administration, M.P.A.**

### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

### **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

### **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

### **Required – 36 Hours, 3.0 GPA**

#### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

#### **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management



- Public Management

## **Information Systems and Business Analytics 12 cr.**

- CIS 607 - Survey of Predictive Analytical Techniques **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**
- CIS 609 - Data Visualization **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**

## **Master of Public Administration, Management Information Systems, M.P.A.**

### **Master of Public Administration, M.P.A.**

### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

### **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

### **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

### **Required – 36 Hours, 3.0 GPA**

#### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

## **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

## **Management Information Systems 12 cr.**

- MIS 603 - Information Security and Risk Management **Credits: 3**
- MIS 605 - Management Information Systems **Credits: 3**
- MIS 609 - Database Management Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

## **Master of Public Administration, Nonprofit and Community Services Management, M.P.A.**

### **Master of Public Administration, M.P.A.**

## **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

## **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

## **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area.

The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

## **Required – 36 Hours, 3.0 GPA**

### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

### **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

### **Nonprofit and Community Services Management 12 cr.**

- PA 542 - Social Policy **Credits: 3**
- PA 545 - Management of Nonprofit and Nongovernmental Organizations **Credits: 3**
- PA 593 - Financing Nonprofit/Community Services **Credits: 3**
- PA 594 - Financial Management for Nonprofit/Community Organizations **Credits: 3**

## **Master of Public Administration, Project Management, M.P.A.**

### **Master of Public Administration, M.P.A.**

### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

### **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

### **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies

internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

## **Required – 36 Hours, 3.0 GPA**

### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

### **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

## **Project Management 12 cr.**

- PM 690 - Integration, Scope, and Quality Management **Credits: 3**
- PM 691 - Time and Cost Management **Credits: 3**
- PM 692 - Communications, Risk, and Stakeholder Management **Credits: 3**
- PM 693 - Human Resource and Procurement Management **Credits: 3**

## **Master of Public Administration, Public Policy, M.P.A.**

### **Master of Public Administration, M.P.A.**

#### **Graduation Requirements**

- Complete 36 semester hours of prescribed courses, with an overall GPA of 3.0 or above.
- Pass the comprehensive examinations. See additional information in Academic Policies – Comprehensive Exam.
- Meet all academic standards. See Academic Policies – Academic Standards for more information.

#### **Format of Courses**

Courses in the MPA are offered in multiple formats: online, traditional face-to-face classroom, and blended. Students may complete their degree using any combination of formats.

## **Courses of Study**

Students are required to take a series of core public administration courses in the Master of Public Administration program. In addition, from the program areas, students select one as a concentration area. The concentration area consists of 12 credit hours of study.

Pre-service students may complete the PA 504 internship course. The three-credit credit hour internship will replace a course in the MPA degree program.

Student submits request for internship to replace a course from an approved list. Student justifies internship in terms of internship duties and student's career objectives. Among other assignments for course credit, student will relate internship experience to readings from the course texts. Approval depends upon quality of submission and availability of faculty to oversee internship.

### **Required – 36 Hours, 3.0 GPA**

#### **Required Core Courses 24 cr.**

- PA 501 - Public Affairs Concepts and Theory **Credits: 3**
- PA 509 - Leadership Development and Organizations **Credits: 3**
- PA 512 - The Environment of Public Organizations **Credits: 3**
- PA 563 - Personnel Systems of Public Organizations **Credits: 2**
- PA 564 - Budgeting and Finances of Public Organizations **Credits: 3**
- PA 600 - Ethical Foundations of Authority and Responsibility **Credits: 3**
- PA 601 - Research Methods and Data Analysis **Credits: 3**
- PA 602 - Seminar in Public Affairs **Credits: 3**

#### **Areas of Concentration and Requirements**

- Criminal Justice Administration
- Disaster and Emergency Management
- Global Governance
- Management Information Systems
- Nonprofit and Community Services Management
- Project Management
- Public Management

#### **Public Policy 12 cr.**

- DEM 552 - Public Policy and Disaster **Credits: 3**
- PA 542 - Social Policy **Credits: 3**
- PA 513 - Policy Development, Evaluation and Impact for Organizations **Credits: 3**
- PA 599 - Virtual Local Government **Credits: 3**

## **Business Analytics, Graduate Certificate**

The graduate certificate in Business Analytics is housed in the School of Business. The certificate is aimed to provide students with the skills and knowledge in Business Analytics, which will allow them bridging technologies and data-driven decision-making in Business and other relevant fields. The certificate will prepare students to understand how technology helps working with data; how to convert analytical questions in to a set of actions, and how to use appropriate tools to perform them. Students will have the opportunity

to practice working with big data, data mining, predictive models, data visualization, and/or conduct analysis of marketing or web data.

## **REQUIREMENTS FOR: CERTIFICATE - 12 HOURS, 3.0 GPA**

### **Core Courses (6 Credits)**

- MIS 605 - Management Information Systems **Credits: 3**
- MIS 614 - Data Analysis and Business Analytics **Credits: 3**

### **Electives (6 Credits)**

- CIS 606 - Applied Data Mining and Analysis of Big Data **Credits: 3**
- CIS 607 - Survey of Predictive Analytical Techniques **Credits: 3**
- CIS 608 - Web and Marketing Analytics **Credits: 3**
- CIS 609 - Data Visualization **Credits: 3**

## **Criminal Justice Administration, Graduate Certificate**

The Graduate Certificate in Criminal Justice Administration is housed in the Hauptmann School of Public Affairs within the College of Management. This certificate is designed to provide for the exploration of the field of criminal justice from a comparative perspective. In so doing, this certificate will bring to light similarities as well as differences in various criminal justice systems across jurisdictions around the nation and throughout the world. This exploration will be augmented by a consideration of key administrative aspects including financial management and the policy making process.

### **Requirements for Certificate - 12 Hours, 3.0 G.P.A.**

Students must complete each of the four courses, and the requirements specific to each, with a grade of "B" or better.

- PA 503 - Emerging Issues in Public Affairs **Credits: 1 to 3** (3 credits required)
- PA 513 - Policy Development, Evaluation and Impact for Organizations **Credits: 3**
- PA 594 - Financial Management for Nonprofit/Community Organizations **Credits: 3**
- PA 630 - Comparative Criminal Justice Systems **Credits: 3**

## **Nonprofit Leadership, Graduate Certificate**

The Graduate Certificate in Nonprofit Leadership program, offered by the Hauptmann School of Public Affairs which is housed within the College of Management, prepares students for leadership positions in the nonprofit and philanthropic sectors. Graduates with this certificate command key skills and understanding found necessary to equip them for challenging work in these sectors. Graduates of this certificate program will be able to:

- Exhibit key skills needed to lead and manage nonprofit organizations.
- Develop cross-sector understanding and skills to help network nonprofit organizations and attract resources.
- Assess ethical dimensions of decisions of nonprofit leaders.
- Create strategies to help nonprofits fulfill their unique missions.
- Identify and attract possible funding sources for nonprofits.

## **Required Courses 12 cr.**

- PA 542 - Social Policy **Credits: 3**
- PA 545 - Management of Nonprofit and Nongovernmental Organizations **Credits: 3**
- PA 593 - Financing Nonprofit/Community Services **Credits: 3**
- PA 594 - Financial Management for Nonprofit/Community Organizations **Credits: 3**

## **School of Education**

# **College of Education and Health**

# **Professions: School of Education**

**Dean, College of Education and Health Professions**  
**Jana Neiss, Ed.D., Director, Graduate Education Programs**

## **Mission**

The School of Education at Park University, an institution committed to diversity and best practices, prepares educators to be effective teachers, leaders in their communities, change agents in their schools and advocates for learners.

## **Vision**

The School of Education at Park University is to be known as a leader in the preparation of educators who will address the needs, challenges and possibilities of the 21st century.

Derived from Park University's vision, mission and core values, the School of Education's vision is to develop leaders in education. The SOE's mission, embodied in five goals, is the commitment to prepare teacher candidates to be effective school professionals, reflective change agents, and advocates for equity and excellence. The SOE's Conceptual Framework, grounded in sound educational research, theory and practice, is centered on five core beliefs. These core beliefs guide the SOE as it nurtures and supports the development of teacher candidates' knowledge, skills and dispositions so they can be leaders and assume the roles of effective school professionals, reflective change agents, and advocates for equity and excellence. To confirm that the SOE's vision, mission, goals and core beliefs are being met, the SOE engages an assessment system that continually assesses and evaluates teacher candidates as they progress and transition through the SOE's programs. The SOE assessment system strives to be fair and unbiased so as to accurately confirm candidates' competencies of their knowledge, skills and dispositions, and to provide evidence upon which to guide future SOE programming.

## **Diversity Statement**

The School of Education fully supports University policy related to employment and to student admission. Specifically, the School seeks faculty and students with a record of academic achievement, involvement in the community and good character. No applicant will be denied employment or admission on the basis of race, religion, color, national origin, age, gender, disability, sexual orientation, marital status or veteran's status. Additionally, the School recognizes and appreciates the importance of diversity in its educational programs and actively seeks to recruit and retain faculty and students with diverse backgrounds.

## **Philosophy, Purposes and Goals**

A candidate who meets the School of Education's five goals provides evidence that he/she is developing as an effective school professional, a reflective change agent, and an advocate for equity and excellence for all

learners. The goals summarize the core knowledge, skills and dispositions that are at the heart of the developmental process, and are rooted in the core beliefs that make up the knowledge base that drives the SOE's programs. These goals serve as a guideline for everything the School of Education does with its candidates as we work with them to nurture their development as professionals.

1. Candidates exhibit behavior that demonstrates a belief that all individuals can develop, learn and make positive contributions to society.
2. Candidates possess the necessary content knowledge and professional knowledge to support and enhance student development and learning, including meeting student needs across physical, social, psychological and intellectual contexts as demonstrated by varied, evidence-based strategies, including technology.
3. Candidates possess the necessary knowledge and skills to conduct and interpret appropriate assessments, and to use the information from assessments to develop and adapt instruction that meets learners' needs and maintains their engagement.
4. Candidates exhibit behavior that demonstrates a belief that continuous inquiry and reflection can improve professional practice.
5. Candidates view and conduct themselves as professionals, providing leadership in their chosen field, and communicating effectively with students and stakeholders.

### **Core Beliefs and Knowledge Bases**

1. School professionals are advocates for equity and excellence for all. Every person can learn, and the goal of education is to give every individual the best possible opportunities to reach his or her highest potential.
2. There is a definite knowledge base in education. All educators are grounded in content knowledge, educational theory, pedagogical knowledge, research and best practice, and professionalism. Educators are also connected to the professional communities and learned societies in education, in general, and in their chosen field, and are knowledgeable in the standards of those societies, as well as those of the State of Missouri.
3. Within the definite knowledge base in education, educators have the necessary knowledge and skills to conduct and interpret appropriate assessments, and to use the information from assessments to develop and adapt instruction that meets learners' needs, and maintains their engagement. Throughout the assessment process, educators uphold American Psychological Association guidelines related to ethics and confidentiality. Educators also know that assessment is both formative and summative.
4. Educators are reflective change agents who are experts in collaborative problem-solving and critical inquiry. They are professionals who should regularly engage in high-level thinking, and should promote and nurture those same high levels of thinking in the learners they serve.

### **Conceptual Framework: Knowledge, Skills and Dispositions**

The School of Education's Conceptual Framework is tied to specific knowledge, skills and dispositions that should be evident in developing school professionals. These prerequisite knowledge, skills and dispositions represent interlocking, continuous levels of development that build upon one another. At the core is knowledge — knowledge is subsumed by skills, and skills are subsumed by dispositions. Knowledge is what one knows, but is not enough on its own. Skills are the application of what one knows, but even these are not sufficient; they must be lived out in the context of who each teacher is as a person and a professional. Dispositions are what one is, and how one lives; they represent the unique integration that makes each teacher what he/she is. The development of dispositions is the outer sphere of the three and represents the ultimate manifestation of a teacher's development in the real world of teaching. Teacher candidates are assessed on knowledge, skills and dispositions throughout their program.

### **Transfer of Graduate Credit**

No more than six hours of graduate credit transferred from another academic institution may be used to meet master's degree requirements in the School of Education. Transfer is granted only after an evaluation



of the appropriateness of the courses by the program director. Other criteria that must be met in order for credits to be considered are:

- Transfer course content is appropriate to the program. Only transfer credit earned from a regionally-accredited institution of higher education, or its equivalent, if the institution is a foreign university or college, is accepted.
- The grade earned in the course is "B" or better.
- Earned master's thesis credits may not be transferred.
- The credit is not more than 7 years old. A program director may waive the requirements on a course-by-course basis if, in his/her judgment, the content of the course has not changed appreciably during the applicable period.
- The transfer credit must be requested prior to acceptance into the program, unless otherwise approved by the program director.

## **Graduation Requirements**

- Successful completion of 30 credit hours, with no grade lower than a "C" in the required courses, with a cumulative grade point average of 3.0 or higher. No more than two grades of "C" are allowed within the program of study. See Academic Policies — Graduation Requirements section for more information.
- An Application for Diploma is required before a completion statement is posted to the transcript. The Application for Diploma is available in MyPark/Student Academic Information (under the Student tab) Students must return the completed form with the appropriate fee.

## **Certificate Endorsement Policy for Non-Degree Seeking Students in Graduate Programs Leading to Certification in Missouri**

Certification endorsement is available to students with non-degree seeking status who wish to be recommended by Park for certification in applicable areas and as required by the Missouri Department of Elementary and Secondary Education.

Students must:

- have received a passing grade for any courses earned as part of undergraduate work to be considered to meet certification requirements (i.e., the course equivalents for ED520 and/or ED527)\*.
- have received a grade no lower than "B" for any courses earned as part of graduate work at another institution to be considered to meet certification requirements\*.
- complete a minimum of 15 of the required 30 graduate hours at Park University with no grade lower than "B".
- complete a portfolio in programs where applicable.
- complete all other Missouri Department of Elementary and Secondary Education (DESE) requirements for certification.

\*All undergraduate or graduate course work from other institutions to be considered to meet certification requirements is subject to a review and approval by the program's area coordinator.

Candidates will be recommended for certification at the discretion of Park University School of Education.

\*Note – Federal funds are not available for non-degree seeking students.

## **General Information**

The graduate faculty of the School of Education at Park University attempts to bring the best and most current practices to the classroom, in order to enable educators to bring the best to their students. The faculty is committed to the belief that education can improve the lives of students and, in turn, positively impact our society.

As practicing educators, the faculty is aware of the demanding schedule that teachers maintain. Therefore, graduate education programs have been designed to be accessible to the working professional. Programs are available in an eight-week format meeting one night per week, as well as online.

Graduate education programs are structured to utilize the educational experiences of students in the program. Degrees are designed to allow students to explore issues, design curriculum and learn new strategies and techniques that will enable them to become more effective educators, through the application of theory and research to their educational practice.

Students maintaining enrollment of one course per 8-week fall and spring terms, and two courses in the summer, may complete the degree in two calendar years.

The programs have been accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and approved by the Missouri Department of Elementary and Secondary Education.

## **Master of Education, Educational Leadership/Principalship, M.E.**

### **Purpose**

The Master of Education with an area of emphasis in educational administration is designed for educators desiring to work as a building-level administrator in a school setting. Completion of Park's 30 credit hour program earns a Master of Education degree in Educational Leadership/Principalship. Certification as a principal is earned by the additional passing of current DESE state assessments. The program is offered in an 8-week online format, classes meeting in a hybrid model (60% face-to-face and 40% online) or totally online. Full-time enrollment is one course per 8-week term. Full time enrollment during the academic year and one or two courses for two summers allows completion in two calendar years.

### **Admission Requirements**

1. A bachelor's degree from an accredited institution and a valid state teaching certificate (applicant must provide copy of certificate). *Note: This must be completed before the completion of the first three credit hours*
2. School employment as a teacher is required in order to fulfill 300 hours of administrative field experience in the school setting.
3. Students seeking Educational Leadership/Principalship must have two years' teaching experience by the time they apply for state certification. DESE requires a Missouri state teaching certificate in order to apply for principal certification.
4. Minimum 3.0 grade point average on a 4.0 scale.
5. Advanced candidates with a GPA between 2.75 and 3.0 may be considered for provisional admission.
6. A felony background check and FBI fingerprint check must be completed and clearance received for admission.

### **Graduation Requirements**

All advanced candidates must successfully complete the required 30-credit hours with a 3.0 grade point average, with no more than 2 "C's" and no grade lower than a "C". See Academic Regulations and Policies section in this catalog for more information.

- In addition to graduation requirements stated in the Academic Policies section, an approved portfolio is required, which addresses satisfactorily, the Missouri Leader Standards for initial principal certification. If the DESE Missouri School Leaders Professional Assessment (MoSLPA) is a requirement for principal certification, it will replace the Park Educational Leadership portfolio.
- Advanced candidates must successfully pass the School of Education Disposition Instrument for Advanced Candidates for completion of the program.  
*Note: Certification as a building-level administrator requires passing the current Missouri Department of Elementary and Secondary (DESE) assessments.*
- An application for graduation is required before a completion statement is posted to the transcript. The application for graduation is available in **MyPark/student academic information (under**

**the student tab).** Candidates must return the completed form with the appropriate fee. See the Graduation Requirements section in this catalog for more information.

## **Requirements For: Master – 30 Hours, 3.0 GPA**

- ED 513 - Law for Educators **Credits: 3**
- ED 514 - Foundations of Educational Administration **Credits: 3**
- ED 522 - Legal Aspects of Special Education **Credits: 3**
- ED 606 - Curriculum Theory and Practice **Credits: 3**
- ED 608 - Assessment **Credits: 3**
- ED 612 - School and Community Leadership **Credits: 3**
- ED 616 - School Supervision **Credits: 3**
- ED 626 - K-12 School Administration **Credits: 3**
- ED 634 - Directed Field Experience **Credits: 3** (*should be taken during the last Fall 16 weeks or Spring 16 weeks before graduation.*)
- ED 635 - School Organization and Management **Credits: 3**

**Total 30 cr.**

## **Master of Education, Educational Technology for Teachers, M.E.**

### **Purpose**

The Master of Education in Educational Technology for Teachers degree focuses on technology-integrated instruction and assessment that emphasizes high-quality lesson design, critical inquiry, and building a community of learners. Studies will include a critical analysis of current and future technologies to enhance learning in the K-12 classroom through application, research, and data analysis.

The coursework for this 30-credit hour area of emphasis is offered in an 8-week online format. A professional electronic portfolio, as well as projects embedded in course work, are required. The degree can be completed in two calendar years, including summers.

### **Admission Requirements**

1. A bachelor's degree from a regionally accredited institution.
2. Minimum 3.0 grade point average on a 4.0 scale.
3. A felony background check and FBI fingerprint check must be completed for admission. Admission is dependent upon clearance.
4. Students with a GPA between 2.75 and 3.0 may be considered for provisional admission.

### **Degree Requirements**

This 30 credit-hour area of emphasis is offered in an 8-week online format. The curriculum is 30 credit hours, and a Professional Portfolio as well as projects embedded in course work, are required.

### **Graduation Requirements**

- All advanced candidates must successfully complete the required credit hours with a 3.0 grade point average, with no more than 2 "C"s and no grade lower than a "C". See Academic Regulations and Policies under the Academic Standards section in this catalog for more information.

- In addition to graduation requirements stated in the Academic Regulations and Policies section, an approved portfolio is required, which addresses satisfactorily the ISTE Standards. This portfolio must be presented by the fifth week of the last term in the advanced candidate's program.
- An application for graduation is required before a completion statement is posted to the transcript. The application for graduation is available in **MyPark/student academic information (under the student tab)**. Candidates must return the completed form with the appropriate fee. See the Graduation Requirements section in this catalog for more information.

## Requirements For: Master – 30 Hours, 3.0 GPA

- ED 502 - Teaching and Learning in the Digital World **Credits: 3**
- ED 507 - The Connected Teacher Learner **Credits: 3**
- ED 511 - Utilizing Technology in Classroom Research **Credits: 3**
- ED 523 - Assessment and Evaluation of Teaching and Learning In the Digital Classroom **Credits: 3**
- ED 543 - Trending Tools of the Internet **Credits: 3**
- ED 551 - Educational Technology/Tools for the 21st Century Learner **Credits: 3**
- ED 564 - Enhancing Instruction with Technology **Credits: 3**
- ED 571 - Issues and Ethics with Technology Integration **Credits: 3**
- ED 574 - Analyzing and Presenting Data in the Workplace **Credits: 3**
- ED 579 - Educational Technology Electronic Portfolio Development **Credits: 3**

**Total 30 cr.**

## Master of Education, Language and Literacy, M.E.

### Purpose

The Master of Education with emphasis in Language and Literacy is designed with two program areas of emphasis for two types of educators:

1. **Special Reading Teacher** – This Master of Education area of emphasis is for educators desiring to work as reading specialists in various public and private settings. The degree program meets the professional standards of the International Literacy Association (ILA) for Reading Professionals (2017, ILA 2018). Courses are offered in the 8-week format. Full-time enrollment is one course per 8-week term. *This area of emphasis leads to Missouri Special Reading certification. This certification is not available as an initial certificate; candidates must already be certified in another area. Refer to Certification Requirements for additional information regarding certification.*
2. **English Language Learners Teacher** – This Master of Education area of emphasis is for educators desiring ELL linguistics and second language acquisition basics, as well as ELL methods, materials and assessments for public and private schools. This area of emphasis meets the professional standards of the Teachers of English to Speakers of Other Languages International Association Standards for P-12 Teacher Education Programs (TESOL, 2018) as well as DESE ELL Standards. Courses are offered in the 8-week format. Full-time enrollment is one course per 8-week term. *This area leads to Missouri ELL certification. Certification is not available as an initial certificate; candidates must already be certified in another area. Refer to Certification Requirements for additional information regarding certification.*

### Admission Requirements

1. A bachelor's degree from an accredited institution and hold a valid state teaching certificate (applicant must provide copy of certificate)

2. School employment is not required for admission into the Language and Literacy programs. However, every course requires direct work with children; therefore, advanced candidates are responsible for finding students with whom to work if they do not have access to a classroom.
3. Advanced candidates seeking Special Reading Teacher or ELL certification must have two years' teaching experience by the time they apply for certification.
4. Minimum 3.0 grade point average on a 4.0 scale, and 2.5 GPA in core.
5. A felony background check and FBI fingerprint check and clearance received for admission.
6. Child abuse or neglect screening.
7. Advanced candidates with a GPA between 2.7 and 3.0 may be considered for admission, if they provide one of the following:
  1. Four years successful employment experience (letter of recommendation from a supervisor based on good evaluations).
  2. An acceptable GRE score for verbal and quantitative tests.

*Note: If items 4 and 5 above have been completed for continuous current employment or for the U.S. military, a copy of the same may be submitted.*

### **Program Requirements**

The coursework for both 30-credit hour program areas of emphasis is offered in an 8-week format, either in a hybrid model (60% face-to-face and 40% online) or totally online. A professional portfolio, as well as projects embedded in course work, is required. Advanced candidates must successfully pass the School of Education Disposition Instrument for Advanced Candidates for admission into their respective program practicums (either ED641, ED651 or ED652). Students intending to apply for certification through DESE may need to take 3-6 additional credit hours beyond the 30 hours required to earn the MED degree depending on whether they have previously earned credits for the course equivalents of ED520 and/or ED527 from another institution or as part of their baccalaureate degree. These courses are certification requirements and not required to earn the MED degree.

For all areas, in addition to completing the 30-credit hour curriculum with at least a 3.0 GPA, the advanced candidate must submit an approved portfolio that addresses satisfactorily the ILA Standards or the TESOL Standards (depending on degree area of emphasis). An advanced candidate cannot complete the program or be recommended for certification without successfully completing the portfolio. The portfolio must be presented no later than the fifth week of the final practicum course of the student's program. Furthermore, advanced candidates must pass any content assessment(s) designated by the Missouri State Board of Education for additional certification(s). Advanced Candidates should consult with their Academic Adviser regarding current Missouri Content Assessment (MoCA) requirements and test availability.

*Note: Candidates who disagree with a disposition evaluation may appeal the evaluation to the Committee for Selection, Admission, Retention and Appeals. The appeal shall be submitted in writing to the chair of the CSARA using the appropriate appeal form. Documentation supporting the appeal must accompany the appeal form where applicable.*

### **Graduation Requirements**

All advanced candidates must successfully:

- Complete the required credit hours with a 3.0 grade point average, with no more than two "C's" and no grade lower than a "C". See Academic Regulations and Policies.
- In addition to graduation requirements stated in the Academic Regulations and Policies, an approved portfolio is required, which addresses satisfactorily the ILA Standards (Special Reading) or the TESOL Standards (ELL). The portfolio must be presented by the fifth week of the last practicum course in the advanced candidate's program. Advanced candidates must successfully pass the School of Education Disposition Instrument for Advanced Candidates for completion of the program. An advanced candidate cannot complete the program or be recommended for certification without an acceptable portfolio.
- An application for graduation is required before a completion statement is posted to the transcript. The application for graduation is available at MyPark under Student Academic Tools. Advanced candidates must return the completed form with the appropriate fee.

## **Certification Requirements**

Both program areas within the Master of Education with emphasis in Language and Literacy lead to certification through Missouri's Department of Elementary and Secondary Education (DESE) for Special Reading (K-12) or English Language Learners (K-12). If interested, advanced candidates are responsible for applying online for certification through [www.dese.mo.gov](http://www.dese.mo.gov) at the end of their program or at the point in which they meet all certification requirements (Contact your Academic Advisor for additional information). Endorsement from the designated certification official of an educator preparation program approved by DESE is required as part of the application process. The certification official from Park University will endorse applications for certification for:

- Individuals who earn a MED with an emphasis in Language and Literacy (Special Reading or English Language Learners) from Park University as well as meet the state requirements for:
  - ED520 and/or ED527 (as needed for their program area) or the credit/course equivalent earned at Park University, transferred from another institution, or earned as part of a baccalaureate degree; and
  - Pass content assessment(s) designated by the Missouri State Board of Education for additional certification(s) for Special Reading or ELL. Advanced Candidates should consult with their Academic Advisor regarding current Missouri Content Assessment (MoCA) requirements and testing availability for their program area(s).
- Non-degree seeking individuals should refer to the Endorsement Policy for Non-Degree Seeking Students in Graduate Programs Leading to Certification in Missouri.

## **Requirements For: Master – 30 Hours\*, 3.0 GPA**

### **Special Reading**

#### **Core Classes 12 cr.**

- ED 545 - Teaching Reading to Linguistically Diverse Learners **Credits: 3**
- ED 546 - Advanced Diagnosis and Remediation of Reading Difficulties **Credits: 3**
- ED 641 - Literacy Practicum I **Credits: 3**
- ED 651 - Literacy Practicum II **Credits: 3**

#### **Required Courses 18 cr.**

*\* ED 520 and ED 527, or their equivalents, are required for certification by DESE and can be fulfilled with baccalaureate degree.*

- ED 520 - Special Needs in the Classroom **Credits: 3**
- ED 526 - Classroom Management Seminar **Credits: 3**
- ED 527 - Growth and Development of Children and Adolescents **Credits: 3**
- ED 528 - Theory and Practice in Literacy **Credits: 3**
- ED 547 - Counseling Techniques with Exceptional Children and their Families **Credits: 3**
- ED 548 - Evaluation of Abilities and Achievement **Credits: 3**
- ED 557 - Language Development for the Exceptional Child **Credits: 3**
- ED 561 - Miscue Analysis **Credits: 3**

### **English Language Learners**

#### **Core Classes 9 cr.**

- ED 545 - Teaching Reading to Linguistically Diverse Learners **Credits: 3**
- ED 546 - Advanced Diagnosis and Remediation of Reading Difficulties **Credits: 3**

- ED 652 - English Language Learners Practicum **Credits: 3**

**Required Courses 18 cr.**

*\* ED 520 or its equivalent is required for certification by DESE and may be fulfilled with baccalaureate degree.*

- ED 509 - Language and Culture **Credits: 3**
- ED 520 - Special Needs in the Classroom **Credits: 3**
- ED 552 - Linguistics for English Language Learner Teachers **Credits: 3**
- ED 562 - Principles of Second Language Learning **Credits: 3**
- ED 582 - Methods for Teaching English Language Learners **Credits: 3**
- ED 584 - Curriculum for Teaching English Language Learners **Credits: 3**
- ED 607 - Assessment Strategies for English Language Learners **Credits: 3**

**Electives**

- ED 609 - Current Issues and Trends in Literacy **Credits: 3**
- ED 619 - Multi-Cultural Literature for Teachers **Credits: 3**

**Total 30 cr.**

**Master of Education, Organizational Leadership and Adult Learning, M.E.**

**Purpose**

The Master of Education in Organizational Leadership and Adult Learning is a progressive, multi-disciplinary program that introduces key concepts of adult learning and development in a variety of contexts. Graduates and participants in the program are qualified for a variety of careers such as training and development in organizations and the military, higher education and online learning, and community-based education. The program will:

- Provide a comprehensive, research-based understanding of human capacity building and competency development.
- Connect advanced candidates with challenges facing today's organizations and prepare them to create innovative and effective learning solutions.
- Prepare advanced candidates to synthesize elements from adult learning theory, instructional design, emerging technology, and curriculum and program development and apply them to one's current or planned professional setting.

Drawing on a range of disciplines (education, business, information technology), this program will prepare one for a career to apply knowledge and skills, which can be effectively used and developed on an individual, team and organizational level.

**Unique Program Features**

The M.Ed. in Organizational Leadership and Adult Learning program utilizes real-world experiences to connect learners with external stakeholders and organizations through project-and problem-based learning. One will work with faculty in a variety of adult educational settings, to develop transferable competencies highly sought after in organizational learning and development, consulting, higher education, the military, and other adult educational settings.

**Program Competencies**

- **Active Inquiry & Critical Thinking** – Your decisions are based on supported learning and design theory, and the acquisition of new knowledge through extensive investigation viewed through the lens of critically reflective reasoning.
- **Problem Solving** – You will synthesize knowledge from diverse sources and contradictory points of view to solve complex and ambiguous learning, training, and development problems facing today's organizations.
- **Strategic Thinking** – You will lead strategic change initiatives and develop learning strategies to help organizations develop and sustain competitive advantage.
- **Professional Ethics and Moral Reasoning** – Your actions are value-based under conditions of complexity and uncertainty.
- **Interpersonal Leadership** – You will build and utilize a set of communication and coaching skills that encourages the growth and professional development of individuals, and a positive climate that promotes effective learning in teams and organizations.
- **Educational Technology Innovation** – You will become a leader in utilizing emerging technologies, learning theory, and instructional design strategies to develop effective learning experiences and materials for a diverse set of adult learners in diverse organizational settings.

## Admission Requirements

1. A bachelor's degree from an accredited institution.
2. Minimum 3.0 grade point average on a 4.0 scale.
3. Advanced candidates with a GPA between 2.75 and 3.0 may be considered for admission after submitting a written Statement of Career Objectives and completing an interview with the Area Coordinator.

## Graduation Requirements

- All advanced candidates must successfully complete the required 30 credit hours with a 3.0 grade point average, with no more than 2 "C's" and no grade lower than a "C." See Academic Policies under the Academic Standards section of this catalog for more information.
- An application for graduation is required before a completion statement is posted to the transcript. The application for graduation is available in **MyPark/student academic information (under the student tab)**. Candidates must return the completed form with the appropriate fee. See the Graduation Requirements section in this catalog for more information.

## Requirements For: Master – 30 Hours, 3.0 GPA

- ED 504 - Learning as a Competitive Advantage **Credits: 3**
- ED 512 - Human Capacity Building **Credits: 3**
- ED 516 - Introduction to Graduate Research **Credits: 3**
- ED 540 - Emerging Technologies and Facilitation Strategies **Credits: 3**
- ED 542 - Program Planning for Adults **Credits: 3**
- ED 563 - Managing Change and Innovation **Credits: 3**
- ED 565 - Team Learning and Innovation **Credits: 3**
- ED 566 - Organizational Learning **Credits: 3**
- ED 572 - Developing Critical Thinking & Transformative Learning **Credits: 3**
- ED 631 - Capstone **Credits: 3**

**Total 30 cr.**



## **Master of Education, Teacher Leadership, Curriculum and Instruction Concentration, M.E.**

### **Master of Education, Teacher Leadership, M.E.**

This 30-hour master's degree emphasizes the integration of theory and practice through four key elements: relationship building; classroom culture and climate; teaching cycle; and content knowledge. Common threads through all courses are developing a strong knowledge base in culturally responsive teaching, clinical practice, and assessment, with a focus on challenges and opportunities in urban education.

#### **Admission Requirements**

1. A bachelor's degree from a regionally accredited institution.
2. Minimum 3.0 grade point average on a 4.0 scale.
3. A felony background check and FBI fingerprint check must be completed for admission. Admission is dependent upon clearance.
4. Students with a GPA between 2.75 and 3.0 may be considered for provisional admission.

#### **Graduation Requirements**

All advanced candidates must successfully complete the required credit hours with a 3.0 grade point average, with no more than two "C's" and no grade lower than a "C." See Academic Policies under the Academic Standards section of the catalog for more information.

An Application for Diploma is required before a completion statement is posted to the transcript. The Application for Diploma is available in MyPark/Student Academic Information (under the Student tab). Advance candidates must return the completed form with the appropriate fee. See the Graduation Requirements section in this catalog.

### **Requirements For: Masters Major – 30 hours, 3.0 gpa**

- ED 513 - Law for Educators **Credits: 3**
- ED 519 - Diversity in the Classroom **Credits: 3**
- ED 532 - Teaching and Learning: Theory Into Practice **Credits: 3**
- ED 612 - School and Community Leadership **Credits: 3**
- ED 617 - Assessment for Teachers **Credits: 3**
- ED 632 - Action Research **Credits: 3**

#### **Concentration Required**

- A. Curriculum and Instruction
- B. Leadership

### **Curriculum and Instruction Concentration**

- ED 606 - Curriculum Theory and Practice **Credits: 3**
- ED 620 - Advanced Curriculum, Instruction and Assessment Methods and Strategies **Credits: 3**
- ED 621 - Serving Students with Special Needs in the Classroom **Credits: 3**
- ED 623 - Differentiated Instruction in the Regular Classroom **Credits: 3**

## **Master of Education, Teacher Leadership, Literacy Concentration, M.E.**

### **Master of Education, Teacher Leadership, M.E.**

This 30-hour master's degree emphasizes the integration of theory and practice through four key elements: relationship building; classroom culture and climate; teaching cycle; and content knowledge. Common threads through all courses are developing a strong knowledge base in culturally responsive teaching, clinical practice, and assessment, with a focus on challenges and opportunities in urban education.

#### **Admission Requirements**

1. A bachelor's degree from a regionally accredited institution.
2. Minimum 3.0 grade point average on a 4.0 scale.
3. A felony background check and FBI fingerprint check must be completed for admission. Admission is dependent upon clearance.
4. Students with a GPA between 2.75 and 3.0 may be considered for provisional admission.

#### **Graduation Requirements**

All advanced candidates must successfully complete the required credit hours with a 3.0 grade point average, with no more than two "C's" and no grade lower than a "C." See Academic Policies under the Academic Standards section of the catalog for more information.

An Application for Diploma is required before a completion statement is posted to the transcript. The Application for Diploma is available in MyPark/Student Academic Information (under the Student tab). Advance candidates must return the completed form with the appropriate fee. See the Graduation Requirements section in this catalog.

### **Requirements For: Masters Major – 30 hours, 3.0 gpa**

- ED 513 - Law for Educators **Credits: 3**
- ED 519 - Diversity in the Classroom **Credits: 3**
- ED 532 - Teaching and Learning: Theory Into Practice **Credits: 3**
- ED 612 - School and Community Leadership **Credits: 3**
- ED 617 - Assessment for Teachers **Credits: 3**
- ED 632 - Action Research **Credits: 3**

#### **Concentration Required**

- A. Curriculum and Instruction
- B. Leadership

### **Literacy Concentration - 12 cr**

- ED 509 - Language and Culture **Credits: 3**
- ED 545 - Teaching Reading to Linguistically Diverse Learners **Credits: 3**
- ED 562 - Principles of Second Language Learning **Credits: 3**
- ED 609 - Current Issues and Trends in Literacy **Credits: 3**

## **Educational Specialist, Educational Administration, Ed.S.**

### **PURPOSE**

The Educational Specialist in Educational Administration degree is designed to fulfill the state of Missouri's requirements for Superintendent (K-12) Initial Administrator certification in a 33-credit hour program. There are two components: 1) Completion of the program of study earns the Educational Specialist in Educational Administration degree, and 2) Certification as a Superintendent (K-12) Initial Administrator certificate is earned by the successful passing of current DESE state assessments. The program is offered in an 8-week format, classes meet totally online. Full-time enrollment is one course per 8-week term. Full time enrollment during the academic year and in summers allows completion in two

calendar years. The coursework for this 33-credit hour program is offered in an 8-week format totally online.

## **ADMISSION REQUIREMENTS**

1. A bachelor's degree from an accredited institution and a valid state teaching certificate (applicant must provide copy of certificate). Note: This must be completed before the completion of the first three credit hours.
2. A Master of Education degree in Educational Administration from an accredited institution.
3. Current school employment either as a teacher or administrator is required.
4. Students seeking DESE Superintendent (K-12) Administer certificate must have a minimum of one year's experience as a building or district level administrator at a public or accredited non-public school in order to apply for certification and a score equal to or greater than the Missouri qualifying score on assessments designated by the State Board of Education
5. A felony background check and FBI fingerprint check must be completed and clearance received for admission.
6. Child abuse and neglect screening.
7. Official admission to the School for Education.

## **REQUIREMENTS FOR EDUCATIONAL ADMINISTRATION - 33 CREDITS, 3.0 GPA**

- ED 705 - Foundations & Organization of Educational Leadership **Credits: 3**
- ED 706 - Administration of School Policy and Governance **Credits: 3**
- ED 710 - School District Supervision of Instruction & Assessment **Credits: 3**
- ED 711 - Administration of Curriculum **Credits: 3**
- ED 720 - Educational Research & Evaluation **Credits: 3**
- ED 721 - School Finance **Credits: 3**
- ED 730 - Advanced School Law **Credits: 3**
- ED 731 - Human Resource Administration **Credits: 3**
- ED 740 - School & Community Relations **Credits: 3**
- ED 741 - School Plant & Operations Management **Credits: 3**
- ED 770 - Internship & Field Experience **Credits: 3**

## **GRADUATION REQUIREMENTS**

- All advanced candidates must successfully complete the required 33-credit hours with a 3.0 grade point average, with no more than 2 "C"s and no grade lower than a "C". Refer to Academic Standards for more information.
- In addition to graduation requirements stated in the Academic Policies section, an approved portfolio is required, which addresses satisfactorily, the Missouri Superintendent Standards for Superintendent (K-12) Initial Administrator certification.
- An application for graduation is required before a completion statement is posted to the transcript. The application for graduation is available in MyPark. Advanced candidates must return the completed form with the appropriate fee. See Graduation Requirements for more information.

## **School of Humanities**

# **College of Liberal Arts and Sciences:** **School of Humanities**

**James F. Pasley, Ph.D., Dean, College of Liberal Arts and Sciences**

**J. Mark Noe, Ph.D., Director, Master of Arts in Communication and Leadership Program**

Park University's College of Liberal Arts and Sciences embodies the very beginnings of the University back to 1875. For more than a century, Park graduates from the liberal arts and sciences have excelled in a variety of careers, including mathematics, biology, chemistry, higher education, literature and the arts. Since its inception, Park University has been a liberal arts college with an emphasis on experiential learning. Today, we carry on that tradition through innovative programs in the fine and performing arts, the humanities, and the natural and social sciences.

## **Mission**

The College of Liberal Arts and Sciences of Park University will prepare graduates who are articulate, literate, reflective, lifelong learners and active global citizens.

## **Vision**

The College will be a leader in providing quality, innovative programs for academic preparation and intellectual growth, through multiple means, in a way that meets the needs of people living in an interdependent world.

## **Creative and Life Writing, Graduate Certificate**

The Graduate Certificate in Creative and Life Writing, housed in the Department of English and Modern Languages within the College of Liberal Arts and Sciences, is a one-year program for prose writers. The certificate program is designed to engage students in the methods and challenges of producing creative prose of publishable quality. Students take most classes in their chosen focus area — fiction or creative nonfiction — but complete common core courses at the beginning and end of the program. Minimum grade point average of 3.0 with a passing grade in all courses.

## **Requirements For: Certificate – 12 Hours, 3.0 GPA**

### **Core Courses 6 cr.**

- EN 515 - Readings for Writers **Credits: 3**
- EN 525 - Writing for Publication **Credits: 3**

### **Electives 6 cr.**

- EN 516 - Creating Fiction **Credits: 3**
- EN 517 - Advanced Fiction Writing **Credits: 3**  
or
- EN 518 - Creative Nonfiction **Credits: 3**
- EN 519 - Advanced Creative Nonfiction **Credits: 3**

### **Total 12 cr.**

# International Center for Music

**James F. Pasley, Ph.D.**

**Dean, College of Liberal Arts and Sciences**

**Roger Kugler, D.M.A., Director**

**Stanislav Ioudenitch, Artistic Director**

The International Center for Music at Park University trains and educates the next generation of accomplished musicians for careers in music at the highest level, in a focused and creative atmosphere with an international faculty of renowned excellence. Established in 2003 under the guidance of renowned pianist and gold medalist of the 2001 Van Cliburn International Piano Competition Stanislav Ioudenitch, the ICM is a premier institution for advanced study in piano and string performance.

## Vision

The International Center for Music at Park University will establish itself as one of the premier institutions for advanced study in musical performance.

## Music Performance, Graduate Artist Diploma

The Graduate Artist Diploma in Music Performance is offered through Park's International Center for Music. This is a unique two-year program — with applied emphasis in piano, violin, viola or cello — is open to only a few highly gifted artists who have demonstrated exemplary artistic achievement in their academic/professional career, and is the most advanced course of study in music offered at Park University. This course of study is to prepare students for a concert/stage career, or a major appointment in the professional or academic arena. Additional admission requirements, in addition to the general rules that are applicable for admission to Graduate Studies at Park University, are:

- Successful completion of the Graduate Certificate in Music Performance offered at Park University, or the equivalent graduate degree/certificate from an accredited U.S. or foreign institution, or equivalent professional experience as determined by the faculty of the International Center for Music.
- An audition before the music faculty. In approved situations, a recording may be submitted in lieu of a live audition.

Each applicant must furnish a complete list of repertoire and recital history at the time of application. This is an advanced program of study at the graduate level, supervised and approved by the graduate faculty of Park University.

## Requirements For: Certificate – 24 Hours, 3.0 GPA

### Course Requirements

- MU 601 - Advanced Applied Music **Credits: 6**

**Total 24 cr.**

## Master of Music in Performance (Applied Emphasis in Piano, Violin, Viola or Cello), M.M.

The International Center for Music's Master of Music in Performance degree program is an advanced course of study for musicians who hold a bachelor's degree and are seeking careers as professional musicians. In addition to the general rules that are applicable for admission to graduate studies at Park University, specific admission requirements are:

1. Bachelor of Music or related undergraduate degree from a U.S. institution, an equivalent bachelor's degree from an accredited foreign institution of higher education or equivalent professional experience as determined by the faculty of the University's International Center for Music.
2. An audition before the music faculty. In approved situations, a recording may be submitted in lieu of a live audition.

Each applicant must furnish a complete list of repertoire and recital history at the time of application. This is an advanced program of study at the graduate level, supervised and approved by the graduate faculty of Park University.

The student may select one of the following performance areas:

## **Piano Performance (2-year program)**

### **Required – 36 Hours, 3.0 GPA**

- *Applied Lessons and Recitals Credits:* 12 (two recitals, one in each, years one and two)
- MU 500 - Applied Lessons and Recitals **Credits:** 3
- *Chamber Music Credits:* 4
- MU 501 - Chamber Music **Credits:** 1
- *Performance Class Credits:* 3
- MU 502 - Performance Class **Credits:** 1
- *Collaboration Credits:* 8
- MU 503 - Collaboration **Credits:** 2
- MU 511 - Seminar in Music Theory and Analysis **Credits:** 3
- MU 521 - History of the Concerto **Credits:** 3
- MU 522 - History of the Symphony **Credits:** 3

**Total 36 cr.**

## **String Performance (2-year program)**

### **Required - 36 Hours, 3.0 GPA**

- *Applied Lessons and Recitals Credits:* 12 (two recitals — one each in years one and two)
- MU 500 - Applied Lessons and Recitals **Credits:** 3
- *Chamber Music Credits:* 4
- MU 501 - Chamber Music **Credits:** 1
- *Performance Class Credits:* 3
- MU 502 - Performance Class **Credits:** 1
- *Orchestra Credits:* 4
- MU 504 - Orchestra **Credits:** 1
- *Orchestra Repertoire Credits:* 4
- MU 505 - Orchestral Repertoire **Credits:** 1
- MU 511 - Seminar in Music Theory and Analysis **Credits:** 3
- MU 521 - History of the Concerto **Credits:** 3

- MU 522 - History of the Symphony **Credits:** 3

**Total 36 cr.**

Students entering the Master of Music program must take a Theory Competency Test. Students who do not pass are assigned to the appropriate theory class.

## **Music Performance, Graduate Certificate**

The Graduate Certificate in Music Performance program is offered through Park University's International Center for Music. This two-year certificate program — with applied emphasis in piano, violin, viola or cello — is designed for students who want to pursue a non-degree course of study concentrating almost exclusively on performance. Minimum graduate credit hours required for the certificate are 24. Additional admission requirements in addition to the general rules that are applicable for admission to Graduate Studies at Park University, specific admission requirements are:

- Bachelor of Music or related undergraduate degree from a U. S. institution, an equivalent bachelor's degree from an accredited foreign institution of higher education, or equivalent professional experience as determined by the faculty of the International Center for Music.
- An audition before the music faculty. In approved situations, a recording may be submitted in lieu of a live audition.

Each applicant must furnish a complete list of repertoire and recital history, at the time of application. This is an advanced program of study at the graduate level, supervised and approved by the graduate faculty of Park University.

### **Requirements For: Certificate – 24 Hours, 3.0 GPA**

#### **Course Requirements**

- MU 530 - Applied Music **Credits:** 6

**Total 24 cr.**

## **Communication, Journalism, Public Relations**

### **Master of Arts, Communication and Leadership, M.A.**

The search for effective leadership continues today as contemporary organizations become more complex. The Master of Arts in Communication and Leadership program starts with the premise that communication is the essence of effective leadership. The student trained in communication is uniquely qualified to provide innovative leadership within the global community.

## Mission

The Master of Arts in Communication and Leadership will develop exceptional communicators who are creative and who possess the interpersonal and organizational skills needed to meet the demands of complex organizations in a global society.

## Vision

The Master of Arts in Communication and Leadership program will be an international leader in the development of uniquely qualified individuals to provide innovative leadership within the global community.

## Purpose of the Program

In the Republic, Plato discusses the appropriate training that should be a part of educating political leaders. Since the time of the classic Greek philosophers, countless individuals have speculated about the principles of leadership. The search for effective leadership continues today, as contemporary organizations become more complex. The Master of Arts in Communication and Leadership begins with the premise that communication is the essence of effective leadership. The student trained in communication is uniquely qualified to provide innovative leadership within the global community.

This graduate program is designed for professionals who wish to build upon their current career skills or advance to a new position or organization, and for students interested in pursuing a doctorate. The complexities of relationships and the competitive nature of business demand leaders with highly polished interpersonal and organizational skills. This degree combines the practical and theoretical knowledge needed to serve in corporate and nonprofit settings, the military, government, politics or other arenas, as well as developing the research and writing skills necessary for doctoral work.

## Program Goals

- To provide students with an understanding of the centrality of communication in all aspects of personal and organizational life.
- To develop the ability of students to read and conduct research, and apply the principles to their own organizations.
- To provide a forum for the exchange of ideas between students and organizational leaders concerning the requirements to achieve excellence.
- To provide a historical overview of leadership perspectives from the 1940s to the present.
- To foster an awareness of the communication styles and values of different cultures and how these factors influence business in a global environment.
- To combine theoretical knowledge and practical skills to resolve organizational issues and improve decision-making.
- To develop a framework for ethical conduct in contemporary organizations.

## Admission Requirements

- A bachelor's degree from an accredited U.S. institution or the equivalent from an international institution.
- A minimum 3.0 cumulative grade point average in the bachelor's degree.
- A copy of A copy of resume or CV.
- Official transcripts of all previous college work, both undergraduate and graduate.
- Two letters or professional reference.
- A brief personal statement describing the prospective student's interest and goals for pursuing the degree (no more than 1,000 words)

*Note: Students must be admitted by both the Department of Communication Arts and to Graduate Studies. A student who is accepted pending receipt of all required documentation, must submit complete and*



satisfactory records within 60 days (45 days in an 8-week session and/or summer term) after the first day of registration.

## Graduation Requirements

- Completion of 36 credit hours of graduate core and electives with no more than nine (9) credit hours transferred from other institutions. The transfer of coursework must be completed prior to admission to Park University's Master of Arts in Communication and Leadership Program.
- Grade point average of at least 3.0 with no more than two grades of "C" in graduate courses taken at Park.
- Passing of comprehensive exam. The comprehensive exam may be repeated one time. A third attempt may be permitted by the School dean upon the recommendation of the program director.

## Degree Requirements

### Required – 36 Hours, 3.0 GPA

#### Core 15 cr.

- CA 501 - Human Communication Perspectives **Credits:** 3
- CA 516 - Research 1 **Credits:** 3
- CA 517 - Research 2 **Credits:** 3
- CA 529 - Cross-Cultural Communication **Credits:** 3
- CA 699 - The Epistemology of Communication **Credits:** 3

#### Organizational Emphasis 15 cr.

- CA 505 - Organizational Leadership **Credits:** 3
- CA 520 - Leading Organizational Change **Credits:** 3
- CA 670 - Measuring Leadership **Credits:** 3
- Electives **Credits:** 6

#### Graduate Project or Thesis 6 cr.

(choose one)

- CA 700 - Graduate Project **Credits:** 3
- Elective **Credits:** 3 (required with the Graduate Project option)  
or
- CA 797 - Thesis Design and Research **Credits:** 1-3
- CA 799 - Thesis - Continuous Enrollment **Credits:** 1

#### Total 36 cr.

## Learning Outcomes Assessment / Program Assessment

Embedded within each course syllabi will be methodologies for learning outcomes assessment for that particular course. The overall program outcomes will be assessed based on student performance in the program with particular emphasis on:

- Comprehensive written examinations
- Capstone course consisting of a thesis or graduate project

- Thesis/graduate project oral defense

## **Sergeants Major Academy: Master of Arts in Communication And Leadership**

### **Program Format and Expedited Admissions Process**

The Master of Arts in Communication and Leadership (MACL) program at Park University offers a 5-term MACL degree program to SMA applicants, with blended courses offered in 8-week segments. The Graduate School offers a tailored and expedited admissions policy for SMA applicants, with the GMAT and the GRE waived among other benefits.

### **Transfer Credits**

Park University's MACL graduate program will accept up to 12 hours of transfer academic credit. Graduate credit hours completed in the Sergeants Major Courses (SMC) may be transferred towards this master's degree; up to 12 hours of transfer academic credit will be granted upon successful completion of the Sergeants Major Courses. MACL degree completion will normally occur during time spent at the Sergeants Major Academy.

### **Other Considerations**

A comprehensive examination will be required for all students during completions of the capstone course, CA 700. This comprehensive exam will serve as a primary means of program assessment and a means if further vetting the transfer credit we are accepting from the Sergeants Major Academy and applying to the MACL program. Through the comprehensive exam, students will demonstrate connections between their Sergeants Major Academy coursework and the outcomes of the MACL.

### **Program Outcomes – MACL graduates will:**

- Understand the centrality of communication in all aspects of personal and organizational life;
- Attain a foundation in historical leadership perspectives from the 1940s to the present;
- Develop advanced abilities to research problems and challenges and devise outcomes to improve organizations;
- Collaborate with organizational leaders concerning the requirements to achieve excellence.

### **Requirements for USASMA students:**

- CA 501 - Human Communication Perspectives **Credits: 3**
- CA 529 - Cross-Cultural Communication **Credits: 3**
- CA 505 - Organizational Leadership **Credits: 3**
- CA 520 - Leading Organizational Change **Credits: 3**
- CA 567 - Communication Teaching, Training and Consulting **Credits: 3**
- CA 649 - Introduction to Mediation **Credits: 3**
- CA 699 - The Epistemology of Communication **Credits: 3**

### **Capstone Experiences**

- CA 700 - Graduate Project **Credits: 3**
- Comprehensive Exam (pass/fail; no credit)

**Total credit hours taken at Park 24 cr.**

- TOTAL credit hours *accepted via transfer from SSgt Majors Academy Credits: 12*

## **TOTAL PROGRAM 36 cr.**

### **Program Description and Transfer Credit Equivalencies**

The MACL program will accept up to 12 hours of academic credit for students who complete the SMA curriculum.

#### **MACL Courses**

- CA 525 - Interpersonal Communication Theories **Credits: 3**
- CA 641 - Communication in Conflict Management **Credits: 3**
- CA 670 - Measuring Leadership **Credits: 3**
- CA 675 - Case Studies in Communication and Leadership **Credits: 3**

#### **SMA Lessons**

- C161a, C161b, C211, L112, L203
- L102, L110, L111, F100, F101, F102, F103, F104, F105, F106, F107, F108
- C131, C132, C135, L101
- C121, C122, C123, C205, L100, L101, L103, L104, L105, L106, L107, L108, L109, L200, L204, L205

### **Learning Outcomes Assessment / Program Assessment**

- Understand the centrality of communication in all aspects of personal and organizational life;
- Attain a foundation in historical leadership perspectives from the 1940s to the present;
- Develop advanced abilities to research problems and challenges and devise outcomes to improve organizations;
- Collaborate with organizational leaders concerning the requirements to achieve excellence.

## **English and Modern Languages**

### **Graduate Certificate**

A graduate certificate program consists of a logically sequenced and academically coherent subset of courses, derived from a given discipline or related disciplines. Intended to prepare students for professional practice in certain applied fields, graduate certificates provide important preparation and credentialing in our increasingly dynamic employment environment. A graduate certificate comprises fewer credits than a master's degree. Courses taken toward a certificate program may eventually or simultaneously transfer to a graduate degree depending upon the requirements of the particular degree to which a student wishes to apply the credits.

Graduate Certificate programs, when completed, represent a structured, coherent body of knowledge. In most instances, the required credit hours will range between 12 and 15. The exception is the Graduate Certificate in Applied Music. No more than 25 percent of the hours required for a certificate program may be transferred from another institution.

General criteria for admission to any graduate certificate program include:

- An earned baccalaureate degree from a regionally accredited college or university, or its foreign equivalent.

- Minimum cumulative grade point average of 2.75 on a 4.0 scale, as established by the graduate program associated with the certificate.

Note that graduate students who are currently enrolled in a graduate program may simultaneously pursue a graduate certificate program, with the permission of their adviser. Certificate-seeking students who are not degree-seeking students will be classified as certificate students for the purpose of keeping University-wide enrollment data. Certificate students will have access to University-wide facilities, subject to the rules governing those facilities. Additional admission requirements as noted, for each certificate. Federal financial aid eligibility is contingent upon certificate approval through the institution's Program Participation Agreement.

In addition, certificate students are not automatically eligible for admission to the related graduate program. If they wish to pursue a graduate degree, they must submit an application, meeting all the entrance requirements for that program. Certificate courses may be applied toward completion of an appropriate master's degree; courses taken in pursuit of a completed master's degree cannot be retroactively applied to a certificate.

A student graduates from a certificate program when all program requirements are completed and has maintained a 3.0 grade point average.

Courses and certificates completed will be transcribed by the Registrar's Office, and they will become the student's permanent academic record.

\*For information and resources about student loan repayment, or to submit a complaint relating to your student loans or student loan servicer, please visit [www.wsac.wa.gov/loan-advocacy](http://www.wsac.wa.gov/loan-advocacy) or contact the Student Loan Advocate at [loanadvocate@wsac.wa.gov](mailto:loanadvocate@wsac.wa.gov)

## Reading the Course Schedule

Campus Center	Session Code	Section Code
Austin	P	BE
Camp Pendleton	P	PE
Defense Supply Center Columbus (DSCC)	P	DC
Downtown	P	DN
El Paso	P	EL
Fort Bliss	P	BL
Gilbert	P	GB
Lenexa	P	LX
Online Learning	P	DL
Parkville	P	HO
Sergeant Majors Academy	S	SG

## Academic Calendar

### Classes and Examination Periods

<b>Fall (FAP)</b> (Sixteen-Week Session)	August 17 - December 13, 2020 Exams: December 7 - 13, 2020
<b>Fall I (F1P)</b> (Eight-Week Session)	August 17 - October 11, 2020 Exams: October 5 - 11, 2020
<b>Fall II (F2P)</b> (Eight-Week Session)	October 19 - December 13, 2020 Exams: December 9 - 15, 2020
<b>Spring (SPP)</b> (Sixteen-Week Session)	January 11 - May 9, 2021 Exams: May 3 - 9, 2021

<b>Spring I (S1P)</b> (Eight-Week Session)	January 11 - March 7, 2021 Exams: March 1 - 7, 2021
<b>Spring II (S2P)</b> (Eight-Week Session)	March 15 - May 9, 2021 Exams: May 3 - 9, 2021
<b>Session I (SMP)</b>	May 10 - May 23, 2021 'Maymester'

## Summer

<b>Session II</b> (Eight-Week Session)	June 7 - August 1, 2021 'Summer Session'
<b>Session III</b> (Four-Week Session)	June 7 - July 4, 2021 'Junemester'
<b>Session IV</b> (Four-Week Session)	July 5 - August 1, 2021 'Julumester'

## Additional University Calendars

### Holidays and Recess

Labor Day ( <i>offices closed</i> )	September 2, 2019
Fall Recess	October 14 - 20, 2019
Veterans Day ( <i>offices closed</i> )	November 11, 2019
Thanksgiving Recess ( <i>offices closed</i> )	November 28 - 29, 2019
Christmas Holiday ( <i>offices closed</i> )	December 24 - 25, 2019
Martin Luther King Jr. Day ( <i>offices closed</i> )	January 20, 2020
President's Day ( <i>offices closed</i> )	February 17, 2020
Spring Recess	March 9 - 15, 2020
Memorial Day ( <i>offices closed</i> )	May 25, 2020
Independence Day observed ( <i>offices closed</i> )	July 3, 2020 (observed)

## Commencement

Mid-Year December 12, 2020  
Year-End May 8, 2021

## Programs by Location

Park University is a pioneer in non-traditional studies through its focus on the creation of degree programs to fit the unique needs of individual students. Park University assists diverse segments of the population in achieving career and personal goals throughout their total educational experience. It is called "non-traditional" because it specializes in high quality and personalized educational service for service personnel and full-time employed adults. The entire staff and faculty of Park University act as facilitators of the student's educational experience. Because of this approach, Park has set a standard in serving students seeking personal development or new pathways to degree completion through innovative processes. Park University began meeting the educational needs of service members in 1889, and our commitment continued through the establishment of the Military Resident Center System (MRCS) in 1972. Park University programs are now located on military installations, community colleges, commercial facilities convenient to students, and online. Because the program at each location is tailored to the needs of the local student population, only selected degrees and certain majors are offered at each extended campus center.

The degrees and majors offered are agreed upon by Park University and the agency or authority being served. Notices are posted publicly at each extended campus center specifying the degrees and the majors being offered.

Park University's online operations began with one pilot class in English in 1996. The first class was a success and very quickly the online program found its own path for the adult student. Park University has developed over 500 courses online and offers multiple online sections per term. The online learning environment provided by Park University provides flexibility, adaptability, and convenience. Most online courses are scheduled within five eight-week terms in an academic year with classes beginning on Monday to Midnight Sunday. Student seeking to continue educational careers after completion of their baccalaureate degree may enroll in programs for online courses in the areas of Master of Education, Master of Business Administration, Master of Public Affairs, Master of Arts in Communication and Leadership or Master of Healthcare Administration.

\* Park KC Area includes Independence, Downtown and Parkville 8-week programs.

Arizona

California

Kansas

Missouri

Ohio

Online Programs

Texas

## Arizona

### Arizona

Gilbert Campus Center

## Gilbert Campus Center

(480) 214-2100  
92 W Vaughn Avenue  
Gilbert AZ 85233  
gilb@park.edu

### Programs Offered

#### Master of Arts

- Master of Arts, Communication and Leadership, M.A.

#### Master of Business Administration

- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Public Accounting Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### Master of Education

- Master of Education, Educational Technology for Teachers, M.E.

### **Master of Healthcare Administration**

- Master of Healthcare Administration, Business Analytics Concentration, M.H.A.
- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Marketing Concentration, M.H.A.
- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

### **Master of Public Administration**

- Master of Public Administration, Criminal Justice Administration, M.P.A.
- Master of Public Administration, Disaster and Emergency Management, M.P.A.
- Master of Public Administration, Management Information Systems, M.P.A.
- Master of Public Administration, Nonprofit and Community Services Management, M.P.A.
- Master of Public Administration, Project Management, M.P.A.
- Master of Public Administration, Public Policy, M.P.A.

## **California**

### **California**

Camp Pendleton Campus Center

## **Camp Pendleton Campus Center**

(760) 725-6858

Joint Education Center - Bldg #1331, Rm 207

MCB Camp Pendleton, CA 92055-5020

camp@park.edu

- Computer Lab(s)

### **Programs Offered**

#### **Master of Business Administration**

- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Public Accounting Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

# Kansas

Lenexa Campus Center

## Lenexa Campus Center

(913) 888-0655  
17101 W. 87th Street Parkway  
Lenexa, KS 66219

### Programs Offered

#### Master of Business Administration

- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### Master of Healthcare Administration

- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

#### Master of Public Administration

- Master of Public Administration, Criminal Justice Administration, M.P.A.
- Master of Public Administration, Disaster and Emergency Management, M.P.A.
- Master of Public Administration, Management Information Systems, M.P.A.
- Master of Public Administration, Nonprofit and Community Services Management, M.P.A.
- Master of Public Administration, Project Management, M.P.A.
- Master of Public Administration, Public Policy, M.P.A.

#### Certificate

- Disaster and Emergency Management, Graduate Certificate
- Nonprofit Leadership, Graduate Certificate

# Missouri

Missouri  
Parkville  
KC Area\*



# Parkville

## Programs Offered

### Artist Diploma

- Music Performance, Graduate Artist Diploma

### Master of Arts

- Master of Arts, Communication and Leadership, M.A.

### Master of Business Administration

- Master of Business Administration, Business Analytics Concentration, M.B.A.
- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

### Master of Healthcare Administration

- Master of Healthcare Administration, Business Analytics Concentration, M.H.A.
- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Marketing Concentration, M.H.A.
- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

### Master of Music

- Master of Music in Performance (Applied Emphasis in Piano, Violin, Viola or Cello), M.M.

### Master of Science

- Master of Science, Information Systems and Business Analytics, M.S.

### Master of Social Work

- Master of Social Work, M.S.W.

### Certificate

- Business Analytics, Graduate Certificate
- Criminal Justice Administration, Graduate Certificate
- Finance, Graduate Certificate
- Global Business, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Marketing, Graduate Certificate

- Music Performance, Graduate Certificate
- Project Management, Graduate Certificate
- Public Accounting, Graduate Certificate

## KC Area\*

**Downtown:** (816)559-5601  
911 Main St., Suite 300  
Kansas City, MO 64105  
downtown@park.edu

**Independence:** (816) 584-6560  
20101 E. Jackson Drive  
Independence, MO 64057  
independence@park.edu

**Parkville:** (816) 741-2000  
8700 NW River Park Dr  
Parkville, MO 64152

## Programs Offered

### Master of Business Administration

- Master of Business Administration, Business Analytics Concentration, M.B.A.
- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

### Master of Education

- Master of Education, Teacher Leadership, Curriculum and Instruction Concentration, M.E.
- Master of Education, Teacher Leadership, Literacy Concentration, M.E.

### Master of Healthcare Administration

- Master of Healthcare Administration, Business Analytics Concentration, M.H.A.
- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Marketing Concentration, M.H.A.

- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

#### **Master of Public Administration**

- Master of Public Administration, Criminal Justice Administration, M.P.A.
- Master of Public Administration, Disaster and Emergency Management, M.P.A.
- Master of Public Administration, Management Information Systems, M.P.A.
- Master of Public Administration, Nonprofit and Community Services Management, M.P.A.
- Master of Public Administration, Project Management, M.P.A.
- Master of Public Administration, Public Policy, M.P.A.

#### **Master of Science**

- Master of Science, Information Systems and Business Analytics, M.S.

#### **Certificate**

- Creative and Life Writing, Graduate Certificate
- Disaster and Emergency Management, Graduate Certificate
- Finance, Graduate Certificate
- Global Business, Graduate Certificate
- Health Services Management and Leadership, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Leadership of International Healthcare Organizations, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Marketing, Graduate Certificate
- Nonprofit Leadership, Graduate Certificate
- Project Management, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate

## **Ohio**

### **Ohio**

Defense Supply Center Columbus Campus Center

## **Defense Supply Center Columbus Campus Center**

DSCC

538 S. Yearling

Suite 101

Whitehall, OH 43213

### **Programs Offered**

#### **Master of Business Administration**

- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.

- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### **Master of Healthcare Administration**

- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

#### **Certificate**

- Business Analytics, Graduate Certificate
- Finance, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Project Management, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate

## **Online**

### **PROGRAMS OFFERED**

#### **Bachelor to Masters**

- 4+1 Bachelor to MBA
- 4+1 Bachelor to MHA
- 4+1 Bachelor to MPA

#### **Educational Specialist**

- Educational Specialist, Educational Administration, Ed.S.

#### **Master of Arts**

- Master of Arts, Communication and Leadership, M.A.
- Master of Arts, Industrial-Organizational Psychology, M.A.
- Master of Arts, National Security Studies, M.A.

#### **Master of Business Administration**

- Master of Business Administration, Business Analytics Concentration, M.B.A.
- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Executive Master of Business Administration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Public Accounting Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### **Master of Education**

- Master of Education, Educational Leadership/Principalship, M.E.
- Master of Education, Educational Technology for Teachers, M.E.
- Master of Education, Language and Literacy, M.E.
- Master of Education, Organizational Leadership and Adult Learning, M.E.
- Master of Education, Teacher Leadership, Curriculum and Instruction Concentration, M.E.
- Master of Education, Teacher Leadership, Literacy Concentration, M.E.

**Master of Healthcare Administration**

- Master of Healthcare Administration, Business Analytics Concentration, M.H.A.
- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Marketing Concentration, M.H.A.
- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

**Master of Public Administration**

- Master of Public Administration, Criminal Justice Administration, M.P.A.
- Master of Public Administration, Disaster and Emergency Management, M.P.A.
- Master of Public Administration, Information Systems and Business Analytics, M.P.A.
- Master of Public Administration, Management Information Systems, M.P.A.
- Master of Public Administration, Nonprofit and Community Services Management, M.P.A.
- Master of Public Administration, Project Management, M.P.A.
- Master of Public Administration, Public Policy, M.P.A.

**Master of Science**

- Master of Science, Information Systems and Business Analytics, M.S.

**Certificate**

- Business Analytics, Graduate Certificate
- Creative and Life Writing, Graduate Certificate
- Criminal Justice Administration, Graduate Certificate
- Disaster and Emergency Management, Graduate Certificate
- Finance, Graduate Certificate
- Global Business, Graduate Certificate
- Health Services Management and Leadership, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate
- Leadership of International Healthcare Organizations, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Marketing, Graduate Certificate
- Nonprofit Leadership, Graduate Certificate
- Project Management, Graduate Certificate
- Public Accounting, Graduate Certificate

# Texas

## Texas

Austin Campus Center  
El Paso Campus Center  
Fort Bliss Campus Center

## Austin Campus Center

(512) 385-PARK (7275)  
Arbortorium II, Suite 200 10415 Morado Circle  
Austin, TX 78759  
aust@park.edu

- Computer Lab(s)

### Programs Offered

#### Master of Business Administration

- Master of Business Administration, Business Analytics, M.B.A.
- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Public Accounting Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### Certificate

- Finance, Graduate Certificate
- Global Business, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate

## Fort Bliss Campus Center

(915) 562-8450  
639 Merritt Street  
Fort Bliss, TX 79916  
ftbl@park.edu

- Computer Lab(s)

### Programs Offered

#### Master of Arts

- Master of Arts, Communication and Leadership, M.A.

### **Master of Healthcare Administration**

- Master of Healthcare Administration, General, M.H.A.

## **El Paso Campus Center**

(915) 591-0286  
1330 Adabel Drive  
El Paso, TX 79936  
elps@park.edu

- Computer Lab(s)

### **Programs Offered**

#### **Master of Business Administration**

- Master of Business Administration, Disaster and Emergency Management Concentration, M.B.A.
- Master of Business Administration, Finance Concentration, M.B.A.
- Master of Business Administration, General, M.B.A.
- Master of Business Administration, Global Business Concentration, M.B.A.
- Master of Business Administration, Human Resource Management Concentration, M.B.A.
- Master of Business Administration, Management Accounting Concentration, M.B.A.
- Master of Business Administration, Management Information Systems Concentration, M.B.A.
- Master of Business Administration, Marketing Concentration, M.B.A.
- Master of Business Administration, Project Management Concentration, M.B.A.
- Master of Business Administration, Public Accounting Concentration, M.B.A.
- Master of Business Administration, Innovation and Quality Management Concentration, M.B.A.

#### **Master of Healthcare Administration**

- Master of Healthcare Administration, Disaster and Emergency Management Concentration, M.H.A.
- Master of Healthcare Administration, Finance Concentration, M.H.A.
- Master of Healthcare Administration, General, M.H.A.
- Master of Healthcare Administration, Global Business Concentration, M.H.A.
- Master of Healthcare Administration, Human Resource Management Concentration, M.H.A.
- Master of Healthcare Administration, Management Accounting Concentration, M.H.A.
- Master of Healthcare Administration, Management Information Systems Concentration, M.H.A.
- Master of Healthcare Administration, Marketing Concentration, M.H.A.
- Master of Healthcare Administration, Project Management Concentration, M.H.A.
- Master of Healthcare Administration, Innovation and Quality Management Concentration, M.H.A.

#### **Master of Science**

- Master of Science, Information Systems and Business Analytics, M.S.

#### **Certificate**

- Business Analytics, Graduate Certificate
- Global Business, Graduate Certificate
- Human Resource Management, Graduate Certificate
- Innovation and Quality Management, Graduate Certificate
- Management Accounting, Graduate Certificate
- Management Information Systems, Graduate Certificate
- Project Management, Graduate Certificate

# Courses

## Courses of Instruction

The lettered prefix before each course number represents an abbreviation of the course's discipline. The first digit of the course number represents the level of the course. The following course number system is used:  
500-700 Graduate Level

**Definition of Credit Hour:** Fifty minutes of classroom or direct faculty instruction and two hours out-of-class student work each week for 15 weeks, plus 40 minutes reserved for a final exam, for one semester hour of credit.

One hundred minutes per week of classroom or direct faculty instruction and 240 minutes out-of class student work each week for 8 weeks, for one hour of credit.

Courses scheduled for a different number of weeks and other academic activities such as laboratory work, internships, practica, and studio work, have an equivalent number of hours as reflected in the combination of direct faculty instruction and out of class student work for the same amount of credit as listed above.

For online and blended courses, active student engagement with other students, the instructor and/or online course content, combine to form the equivalent amount of time (100 minutes per week), while other out of class student work, which is designed to achieve course learning outcomes, makes up the approximately 240 minutes of such work for each one hour of credit.

## Course Search

### **ACC 510 - Accounting Research and Analysis**

This course will apply accounting research tools and current accounting issues in multiple organizations ranging from "for-profit" and "not-for-profit" enterprises to "international" conglomerates. A base comparison of Generally Accepted Accounting Principles (GAAP) and International Financial Reporting Strategies (IFRS) will also be included in this course. Other topics will include research of accounting questions related to assets, leases, derivative instruments, debt, contingencies, segment reporting, pensions, business combinations, consolidations, stockholder's equity, fund balance, and tax-related research. The impact of change from GAAP to IFRS as related to important accounting issues will also be covered. Research will be customized to various sizes and types of organizations ranging from the LLC level to applicable issues for complex international conglomerates. The course will include financial analysis in organizations and computation and analysis of metrics denoting liquidity levels, debt-paying abilities, and profitability analysis from the perspective of GAAP as well as IFRS.

**Prerequisite(s):** *MBA 515 or HA 514.*

**Credits:** 3

### **ACC 613 - Internal Auditing and Control Mechanisms**

It is important that leadership teams have a practical understanding of internal and external auditing process, so that they may render necessary support before, during, and following the audit, and more effectively leverage the findings to improve the firm's operational and financial performance. To this end, this course will approach audits from the perspective of an executive team member. Students will focus on high level oversight of the auditing practices performed by public accountants, internal auditors, or internal investigators. Topics that will be covered include management's role in the public accounting audits, preparing for audits, ensuring the timely and accurate resolution of findings, communicating with audit committees and client organizations. In addition, students will focus on the role of internal auditing and computer-assisted audit techniques in organizations; concepts such as governance, risk assessment, and the internal control framework developed by the Committee of Sponsoring Organizations (COSO). Students will experience practical team approaches to internal audits in organizations seeing positive benefits of audits and evaluative techniques to bring about more effective operations.



**Prerequisite(s):** MBA 515  
**Credits:** 3  
**History:** MBA 613

### **ACC 617 - Advanced Managerial Accounting Issues**

This course places emphasis on high-level strategic decision making for planning and control in organizations. The course focuses on data analytics and performance metrics in decision-making. Managerial tools and concepts such as target setting, activity-based costing, strategic alignment with management objectives, measurement and control of quality costs and capacity, operational constraints, and emerging managerial accounting issues will be explored. In addition, this course will examine the computation and analysis of metrics from the perspective of GAAP and IFRS. Special emphasis will be placed on trends in management accounting/corporate environments through case studies that effect desired change in organizations.

**Prerequisite(s):** MBA 515.  
**Credits:** 3

### **ACC 621 - Advanced Auditing**

An intensive study to prepare for the Auditing (AUD) section of the CPA exam. The AUD section tests knowledge and skills related to external auditing including audit reports and procedures, generally accepted auditing standards, attestation and other engagements, and government auditing.

**Prerequisite(s):** *Undergraduate degree in accounting. This course should be taken during the last twelve credit hours of the program.*  
**Credits:** 3

### **ACC 622 - Advanced Business Environment and Concepts**

An intensive study to prepare for the Business Environment and Concepts (BEC) section of the CPA exam. The BEC tests knowledge and skills covering general business topics, such as corporate governance, information technology, financial management, economics, and operations management, including managerial accounting.

**Prerequisite(s):** *Undergraduate degree in accounting. This course should be taken during the last twelve credit hours of the program.*  
**Credits:** 3

### **ACC 623 - Advanced Financial Accounting and Reporting**

An intensive study to prepare for the Financial Accounting and Reporting (FAR) section of the CPA exam. The FAR tests knowledge and skills covering financial accounting and reporting used by business enterprises under U.S. Generally Accepted Accounting Principles (GAAP), not-for-profit accounting, governmental accounting, and the differences between International Financial Reporting Standards (IFRS) and U.S. GAAP.

**Prerequisite(s):** *Undergraduate degree in accounting. This course should be taken during the last twelve credit hours of the program.*  
**Credits:** 3

### **ACC 624 - Advanced Regulation**

An intensive study to prepare for the Regulation (REG) section of the CPA exam. The REG tests knowledge and skills covering topics from both business law and taxation, including the taxation of property transactions, individuals, and other entities.

**Prerequisite(s):** *Undergraduate degree in accounting. This course should be taken during the last twelve credit hours of the program.*  
**Credits:** 3

### **ACC 626 - Management Accounting Leadership-Role of the Chief Financial Officer**

This course prepares students to professionally interact with CEOs as a CFO in organizations and is the capstone course for the Management Accounting concentration. This course prepares students as they develop leadership strategies for corporate financial management and accounting operation. The course explores CFOs as strategists, leaders, and advisors and develops skills in the various roles. Students will conduct research and develop their personal career path for success. Communication skills will be polished to prepare students for leadership in organizations. Students will interpret management accounting theory and practices and provide requisite analytical data for decision-making.

**Prerequisite(s):** *MBA 515 or HA 514, ACC 613 or ACC 617.*  
**Credits:** 3

### **CA 501 - Human Communication Perspectives**

This course is a survey of communication theories from the interpersonal, small-group and organizational contexts. It also serves as an introduction to graduate study.

**Credits:** 3

### **CA 504 - Special Topics in Communication and Leadership**

The course is designed to allow for the introduction of special areas of interest in communication and leadership.

This course may be repeated with a different topic.

**Credits:** 3

### **CA 505 - Organizational Leadership**

A course that explores contemporary organizations and the pervasiveness of communication in all aspects of organizational life. It will emphasize the role of the leader in problem-solving and decision-making.

**Credits:** 3

### **CA 510 - Rhetorical Criticism**

This course discusses the general nature of both rhetoric and criticism, providing a basic conceptual framework for the identification and analysis of rhetorical artifacts and then survey contemporary critical approaches. These include cluster, feminist, ideological, metaphoric, narrative and generative criticism. This class will be writing intensive.

**Credits:** 3

### **CA 516 - Research 1**

A study of the processes used by social researchers to describe human communication. The class will emphasize ethnography, field research and interviewing for data gathering and analysis.

**Credits:** 3

### **CA 517 - Research 2**

A study of the basic principles used to construct quantitative research designs, test hypotheses and apply methods of behavioral science to communication.

**Credits:** 3

### **CA 520 - Leading Organizational Change**

An examination of the leader's role in assessing organizational readiness for change,

implementation of change, framing change for stakeholders and evaluation of change efforts.

**Credits:** 3

### **CA 525 - Interpersonal Communication Theories**

A study of research and theories of interpersonal communication, including exemplary leadership behavior for organizations.

**Credits:** 3

### **CA 529 - Cross-Cultural Communication**

A study of communication and culture that examines cultural variability in interpersonal relationships.

**Credits:** 3

### **CA 567 - Communication Teaching, Training and Consulting**

This course covers the theory and practice of developing, presenting and evaluating communication and communication training sessions for organizations and higher education contexts. Units include public speaking, interpersonal communication, organization communication, leadership and consulting. Students prepare for the role of educator, consultant or trainer by acting as a consultant or creating their own training or educational units.

**Credits:** 3

### **CA 620 - Human Communication and the Internet**

This course explores communication theories within the context of emerging media. The paradoxes of human communication on the Internet and the interpersonal nature of the interactions are examined. Students will investigate online communities, communication strategies and information leadership. Course includes major components in writing and experiential learning in an action research project.

**Credits:** 3

### **CA 641 - Communication in Conflict Management**

This class covers the nature of power and conflict, researched-based methods of decision-making and conflict resolution. The student will analyze, plan, make decisions and implement research-based strategies for conflict management in

organizational communication contexts.

**Credits:** 3

### **CA 649 - Introduction to Mediation**

Mediation is the intervention of a third party to assist those in a conflict in determining their own resolution. This course introduces the theory of mediation and basic mediator skills.

**Credits:** 3

### **CA 670 - Measuring Leadership**

This course analyzes the methods used by scholars and practitioners to understand leadership. Starting with landmark leadership studies at Ohio State University, numerous attempts have been made to identify essential elements involved in leading others. This course examines assessments starting with the 1940s and concluding with current methods. *Expensive learning materials required. Contact your professor before purchase.*

**Credits:** 3

### **CA 675 - Case Studies in Communication and Leadership**

This course will cover organizational theories of scientific and classical management, transitional theories, human relations movement, information technology, leadership and human resource development. Students will read, write and discuss case studies to analyze, evaluate and predict effective, research-based organizational communication and leadership theories and practices.

**Credits:** 3

### **CA 685 - Communication Audits in Organizations**

A hands-on analysis of communication in a selected organization. Students work as a consulting group to analyze the essential dimensions of communication, including job satisfaction, channels, feedback and commitment.

**Credits:** 3

### **CA 699 - The Epistemology of Communication**

This course examines the philosophical origins of communication theories and the nature of knowledge in the field. Literature will be drawn from various disciplines illustrating the eclectic roots of communication as an area of inquiry. The

course focuses on a framework to analyze the various approaches.

**Credits:** 3

### **CA 700 - Graduate Project**

Capstone course for students who work individually with a graduate advisor to apply scholarly knowledge to a real-world problem or to compile a detailed reflection over their coursework in the program. 3 hours in the SMA program. *Offered in 8- and 16-week format. The project will be graded on a pass/fail basis and requires an oral defense.*

**Prerequisite(s):** Permission required.

**Note:** The project will be graded on a pass/fail basis and requires an oral defense. **Grade** Pass/Fail

**Credits:** 3

### **CA 797 - Thesis Design and Research**

With the approval of the program director, interested and capable students may elect the Thesis Option to satisfy degree requirements. The six (6) credit hour Thesis Option provides students with the opportunity to explore a topic of interest through an in-depth research project. Students electing the Thesis Option shall adhere to the requirements set forth in the Graduate Studies *Thesis Standards and Procedures manual. Variable credit: 1-3 hours; may be repeated; must total 6 hours Permission required. Thesis graded on a pass/fail basis and requires an oral defense.*

**Credits:** 1-3

### **CA 799 - Thesis - Continuous Enrollment**

This class will be graded on a pass/fail basis. *Offered in 16-week format.*

**Grade** Pass/Fail

**Credits:** 1

### **CIS 604 - Project Management for Information Technology**

This course will draw attention to the similarities and differences between traditional and agile project management. The iterative nature of agile management and how this method uses cross functional input to make informed determinations on the next steps in a project will be emphasized. Explore and apply the skillset needed to successfully manage a project using the constraints of scope, time, cost, and quality for an

information system application in business. Current technical and behavioral tools of project management are covered within the context of the information systems development process.

**Credits:** 3

### **CIS 606 - Applied Data Mining and Analysis of Big Data**

This course will emphasize the extraction, transformation, and preparation of data from traditional relational databases, NoSQL, or software ecosystems such as Hadoop for analytical purposes. Students will be introduced to data wrangling, munging, and scraping of both structured and unstructured data. Furthermore, students will also be introduced to parallel computing for big data such as MapReduce and query languages like Apache Hive. An overview of data mining tools and techniques used to realize unseen patterns will be examined through the application of traditional statistical analysis and machine learning techniques.

**Prerequisite(s):** *MBA 576 is normally taken before this course; however, the Program Director may make an exception.*

**Credits:** 3

### **CIS 607 - Survey of Predictive Analytical Techniques**

This course addresses the foundation of using predictive statistics on big datasets to guide the decision-making process. The focus will be on applied examples using realistic data associated with marketing research and operations. Models implemented include multiple logistics regression, principle component analysis, factor analysis, propensity score matching, classification, decision trees, and clustering with analytical estimations using spreadsheet software or SPSS. Hypotheses formulation and testing, sampling methodologies, determining an appropriate sample size, levels of significance, confidence intervals, interpreting results (p-value and critical value approaches), and the application of A/B testing will be covered. In addition, market based analysis and product launch models will be explored. Finally, students will be introduced to exporting models into operating systems (OS).

**Credits:** 3

### **CIS 608 - Web and Marketing Analytics**

This course will emphasize the application and accurate interpretation of web analytics and other social media platforms for purposes of understanding and optimizing web and social media usage and business intelligence. Students will work with Google Analytics and other web analytical platforms to judge performance throughout the customer lifecycle and ascertain the return on investment (ROI) on a firm's web and marketing programs.

**Credits:** 3

### **CIS 609 - Data Visualization**

This course provides the students an opportunity to perform analyses and create dashboards in business intelligence applications. Emphasis is placed on knowing the needs and expectations of internal and external stakeholders, identifying proper metrics, and the best approach to display them for different end users. Dashboards will be built for implementation on both desktops as well as tablet devices using Tableau. Students will identify key performance indicators (KPIs) and how they may be effectively used across different levels of the organization to achieve business optimization. Finally, students will be introduced to the concept and application of balanced scorecards in business settings.

**Credits:** 3

### **CIS 610 - Capstone in Information Systems**

This capstone course focuses on the integration and synthesis of previous knowledge in information systems and the student's concentration of choice. More specifically, students will analyze and synthesize relevant data and user requirements, and then utilize this information to develop and implement recommendations that may assist a firm in maintaining its competitive advantage in a highly dynamic environment.

**Prerequisite(s):** *This course is typically taken at the end of the program; however, the Program Director may make an exception.*

**Credits:** 3

### **DEM 551 - Principles of Disaster and Emergency Management**

This course covers concepts of organizing society to manage emergencies and disasters. It explores governmental and non-governmental approaches to coping with natural and technological hazards.

**Credits:** 3

**DEM 552 - Public Policy and Disaster**

The history, development and implementation of disaster-related public policy are discussed. The course addresses the local, state and federal levels, and their interactions during policy development and implementation. It also explores the role of emergency managers as policy advocates at all levels of government.

**Credits:** 3

**DEM 553 - Disaster and Society**

Disasters affect people and communities. This course considers the social aspects of disasters through social science theory and research. Case studies will be used to illustrate the influence of social factors such as race, gender, culture, and socioeconomic status on perceptions of disasters.

**Credits:** 3

**DEM 557 - Continuity of Operations in Public and Private Sectors**

This course examines the implications of crises, emergencies, and disasters on public and private organizations. In particular, this course considers how an organization can prepare for, mitigate, respond to, and recover from disasters through appropriate continuity of operations planning (COOP) and business continuity planning (BCP), so that the organization can continue to provide essential services to its stakeholders. Case studies will be utilized to demonstrate underlying theory and best practices related to COOP and BCP.

**Credits:** 3

**DEM 690 - Capstone in Disaster and Emergency Management**

The capstone course provides the opportunity to synthesize emergency management topics into a final capstone project. The projects will vary by student interest and identified needs but will include a community needs or hazard vulnerability assessment and will address a particular problem or problems facing the community under study. The course will apply emergency management concepts, utilize team work, work through the phases of emergency management, and conduct after action reporting in a simulated disaster situation.

**Credits:** 3

**ED 495 - Statistics for Teachers**

This course is designed to teach teachers basic concepts of statistics: sampling and

measurement; descriptive statistics; probability distributions and statistical inference, including tests of significance. It assumes no prior coursework in statistics, but fluency in arithmetic, the use of calculators and two years of high school algebra are required.

**Credits:** 3

**ED 501 - Diversity and Equity in Education**

This course focuses on factors of diversity that impact decisions K-12 educators must make regarding design and implementation of curriculum, teaching strategies, and materials in order to provide equity and excellence for all learners.

**Credits:** 3

**ED 502 - Teaching and Learning in the Digital World**

This course is designed to provide background and understanding of the skill sets of 21st Century students and the expectations for the teaching and learning environment.

**Credits:** 3

**ED 504 - Learning as a Competitive Advantage**

The course will provide a historical perspective of adult education theory, philosophy, and practice. Additionally, the transformation of workplace and adult learning due to advance in technology will be examined. Changes in the nature of informal and formal learning, the learning needs of organizations and the role of the adult educator in the 21st century will be explored.

**Credits:** 3

**ED 505 - Introduction to Educational Research**

A course designed to provide teachers with a background and understanding of educational research such that they will become critical consumers and effective implementers of research in the classroom. This course will function as one of a two part major course where the student will investigate and learn about educational research and begin an educational research project that will terminate in the second course where the student will hone analytical skills and report findings and discuss future implications.

**Credits:** 3

### **ED 507 - The Connected Teacher Learner**

This course explores the work processes and digital tools of an innovative professional in a global and digital society.

**Credits:** 3

### **ED 509 - Language and Culture**

This course provides an overview of changing classroom demographics and the implications for the classroom teacher in recognizing the influence of classroom, school and community cultures on relationship building within the classroom. The ways in which people use languages, the nature of languages used both in American and in countries of immigrants, and differences in communicative systems will be investigated. Recognizing bias to counter stereotypes is necessary for building an inclusive learning environment.

**Credits:** 3

### **ED 511 - Utilizing Technology in Classroom Research**

This course provides an introduction to the pedagogy of academic research, utilizing computer-based research platforms to develop an action research plan.

**Credits:** 3

### **ED 512 - Human Capacity Building**

This course explores the philosophy of human capacity building as a means to help individuals develop personally and meet professional goals, and to increase overall organizational performance. Current issues and trends in organizational learning and development as it relates to adult education and training will be analyzed, including learning organizations, adult basic education, executive education, workplace learning, and career planning.

**Credits:** 3

### **ED 513 - Law for Educators**

This course is designed to give educators the legal information they need to correctly interpret and apply the laws that govern all aspects of public education.

**Credits:** 3

### **ED 514 - Foundations of Educational Administration**

This course is designed to give prospective school leaders the opportunity to delve into the Professional Standards for Educational Leaders and apply those standards to life as a building principal. With an intense focus on leadership in a school building through decision making, communication strategies, conflict management approaches, and organization systems, students will gain a better understanding of the standards, principles, practices, and theories to be an effective school leader. Students will also be required to complete a minimum of 20 hours of field experience within their building/district.

**Credits:** 3

### **ED 515 - Sociological Factors Affecting Education**

This course provides an opportunity to examine the changing sociological factors affecting American education. Problem-solving approaches to these situations will be utilized, culminating in a field-based advocacy project.

**Credits:** 3

### **ED 516 - Introduction to Graduate Research**

This course provides an introduction to both qualitative and quantitative research, including research design. The purpose of this course is to enable the educator to become an informed consumer of research.

**Prerequisite(s):** ED 504

**Credits:** 3

### **ED 517 - Instructional Design and Delivery**

This course provides an overview of the art and science of teaching with an introduction to data driven instruction and accountability.

**Credits:** 3

### **ED 519 - Diversity in the Classroom**

This course provides an overview of changing classroom demographics and the implications for the classroom teacher in recognizing the influence of classroom, school and community cultures on relationship building within the classroom. Recognizing bias to counter stereotypes is necessary for building an inclusive learning environment. A field-based study will be required.

**Credits:** 3

**ED 520 - Special Needs in the Classroom**

This course is designed to address the special needs of students being mainstreamed into the traditional classroom. A minimum of 10 hours of field experience is required.

**Credits:** 3

**ED 521 - Contextual Factors Influencing Effective Instruction**

This course provides a framework inclusive of contextual factors within a community, school, and classroom that influence effective instruction.

**Credits:** 3

**ED 522 - Legal Aspects of Special Education**

This course provides a review and analysis of current case law and litigation related to children with disabilities. Focus on the legal system that ensures children with disabilities a free appropriate public education with emphasis on due process procedures and other procedural safeguards, discipline, program accessibility and application of least restrictive environment alternative principles to special education programming.

**Credits:** 3

**ED 523 - Assessment and Evaluation of Teaching and Learning In the Digital Classroom**

This course analyzes the issues of assessment in a technologically enhanced classroom.

**Credits:** 3

**ED 526 - Classroom Management Seminar**

This course provides a foundation for teachers to develop the knowledge and strategies necessary for successful classroom management for students who exhibit a wide range of behavioral needs and characteristics. Teachers will study how to prevent behavior problems, what to do when problems occur and what to do to increase the possibility of a positive learning environment for all students. Teachers will develop a personal philosophy and plan for an optimal learning environment.

**Credits:** 3

**ED 527 - Growth and Development of Children and Adolescents**

This course provides a developmental approach to the study of the growth and development of children and adolescents. This course explores the cognitive, personality, emotional, social and physical changes that occur in children from conception through adolescence. It will review research on how children learn, solve problems and function in home and school environments.

**Credits:** 3

**ED 528 - Theory and Practice in Literacy**

This course provides a survey of historical and current literacy theories, and how these theories have been, and continue to be, linked to literacy instruction in K-12 educational institutions. The course will also deal with the development of teachers' own theoretical orientations: how they develop and change over a career, and how they are reflected in the classroom. Professional resources for literacy professionals will be explored.

**Credits:** 3

**ED 532 - Teaching and Learning: Theory Into Practice**

This course provides an overview of current theories and research on the topics of learning, motivation, teacher thinking and effective teaching strategies. Classroom applications will be stressed. Field experience will be required.

**Credits:** 3

**ED 540 - Emerging Technologies and Facilitation Strategies**

This course will investigate how emergent technologies can be harnessed to support and facilitate learning, professional development, and influence both the exchange of information and the creation of knowledge as the emergence of digital and electronic technologies has generated profound cultural transformations in communication, organizations, and higher education delivery. Learners will develop systems and processes to keep abreast of new technologies and will utilize selected technology tools to develop and facilitate an eLearning unit.

**Prerequisite(s):** ED 504 and ED 516.

**Credits:** 3

**History:** ED 525

### **ED 541 - Middle School Philosophy and Organization**

This course explores the unique nature of modern middle schools to include organization, methodology and curriculum with particular emphasis on integration of interdisciplinary teaming. Understanding the unique developmental needs of current middle school students will occur through individual research, readings and reflective inquiry. The student will gain a deeper understanding of curriculum, instruction and engagement strategies through a field-based experience ranging from observation to classroom teaching.

**Credits:** 3

### **ED 542 - Program Planning for Adults**

This course provides the learner with leading models of planning, designing, and assessing courses and programs. Learners will use these models to lead all phases of a course or program lifecycle, from needs assessment, design, managing the overall project and development, implementation, and finally assessing the program and showing its value in community-based, higher education, and organizational environments.

**Prerequisite(s):** ED 504, ED 516, ED 540, ED 566.

**Credits:** 3

### **ED 543 - Trending Tools of the Internet**

This course investigates and evaluates tools trending on the internet.

**Credits:** 3

### **ED 545 - Teaching Reading to Linguistically Diverse Learners**

This course is designed to acquaint students to a broad range of skills, activities and media that can be used to enhance the literacy development of linguistically diverse learners. Content will focus on current principles and practices associated with teaching diverse learners in grades K-12. Peer teaching activities will be structured around strategies that foster development of the ability to use the target language in the appropriate contexts.

**Credits:** 3

### **ED 546 - Advanced Diagnosis and Remediation of Reading Difficulties**

This course will explore characteristics, identification and intervention strategies appropriate for students with reading difficulties. It includes the study of formal and informal assessments, miscue analysis and recommendation for instructional materials. It examines both traditional and innovative means of teaching reading to students with disabilities. Teachers will practice administering, interpreting and reporting diagnostic results.

**Prerequisite(s):** ED 528 or ED 545.

**Credits:** 3

### **ED 547 - Counseling Techniques with Exceptional Children and their Families**

This is a survey course exploring the role and function of counseling, including philosophies, theories and research. It is designed to foster parent-teacher cooperation, including communication and conflict resolution strategies applicable to educationally-related situations (including IEP conferences and regular parent-teacher conferences) with exceptional students, families and other professionals. The effects of exceptionalities upon the student with disabilities and his/her parents and siblings will be included.

**Credits:** 3

### **ED 548 - Evaluation of Abilities and Achievement**

This course provides an overview of assessment of students, including formal and informal instruments and techniques, including portfolio. Norm-referenced tests of intelligence, language and perceptual-motor abilities will be demonstrated and discussed. Students will be instructed in the administration and interpretation of achievement assessments. Interpretation and educational implications will be stressed.

**Credits:** 3

### **ED 551 - Educational Technology/Tools for the 21st Century Learner**

This course explores digital tools and resources to support curriculum and an integrated learning classroom environment.

**Credits:** 3

### **ED 552 - Linguistics for English Language Learner Teachers**



This course introduces prospective teachers of English as a Second or Other Language to the characteristics of human language in general; with particular attention to English. Students will be able to identify the common properties of language, as well as how individual languages differ. Students will examine language structure, variation and change, and discover the ways that this knowledge can be put to practical use in teaching learners from diverse language backgrounds.

**Credits:** 3

### **ED 557 - Language Development for the Exceptional Child**

This course provides a study for teachers in the identification and referral of individuals with communication disorders. It explores language development in children and adolescents with special needs. Formal and informal evaluation procedures are examined, intervention strategies appropriate to the language impaired are reviewed and language arts strategies are developed.

**Credits:** 3

### **ED 561 - Miscue Analysis**

This course looks at miscue analysis as a strategy for learning about and valuing readers' strengths. The course will examine the theories underlying miscue analysis as well as a range of procedures for implementing miscue analysis. Students will receive hands-on experience with miscue analysis procedures, both in an in-class workshop setting and with actual children. The use of miscue analysis data to inform classroom practice will be stressed.

**Credits:** 3

### **ED 562 - Principles of Second Language Learning**

This course will acquaint students with the theories and models of first and second language acquisition. Students will address the typical and atypical situations, bilingual language acquisition, and the effects of the cultural and educational environment on the process of acquiring a language.

**Credits:** 3

### **ED 563 - Managing Change and Innovation**

Organizations today are in a state of continuous change as they adapt to new global realities. The ability for consultants and leaders in education and organizational learning to embrace change quickly and effectively, with committed and capable people is a strategic advantage. This course will connect change management theory to practice in a variety of professional settings. Learners will create strategies to support change management and foster innovation opportunities in teams, departments and organizations.

**Prerequisite(s):** ED 504, ED 516, ED 540.

**Credits:** 3

### **ED 564 - Enhancing Instruction with Technology**

This course focus is on rigor and relevance to align appropriate classroom instructional strategies with technology tools and resources to enhance instructional opportunities for learners.

**Credits:** 3

### **ED 565 - Team Learning and Innovation**

Teamwork is an essential component of most professional activities in the modern world. This course is an introduction to the innovation and effectiveness that successful teams bring to an organization. But how can you foster success for your team as a member or leader of a team? This course covers why teams are important, how networking within diverse teams and organizations can be a source of information and learning, and explores research related to organizations with high-performing teams. Learners will be introduced to Problem-Based Learning model and use the model to promote innovation and problem-solving within teams. The Problem-Based Learning model addresses the roles and responsibilities of individuals in a team, processes for effective teamwork and communication, and methods for addressing team conflict.

**Prerequisite(s):** ED 504 and ED 516.

**Credits:** 3

### **ED 566 - Organizational Learning**

The modern organization faces continual change along with the pressure to remain competitive and innovative. Effective organizations develop a culture of learning to enable the ongoing evolution and transformation in individuals, teams, and at the enterprise level in an effort to remain relevant and competitive. This course

considers factors that contribute to a learning culture, which starts with personal mastery but also includes important concepts such as assessing the readiness of an organization to change and fostering motivation, diversity, reflective discussion, and the ability to think critically at all organizational levels to equip them to anticipate and innovate in an environment of increasing ambiguity and complexity.

**Credits:** 3

### **ED 567 - Culturally Responsive Classroom Leadership, Organization, and Management**

This course focuses on strategies to effectively organize and manage a culturally responsive classroom community, including designing a safe and engaging learning environment; responding proactively to students' needs; planning functional behavior assessments with interventions; and providing leadership in demonstrating best practice in positively guiding individual student and group behavior.

**Credits:** 3

### **ED 571 - Issues and Ethics with Technology Integration**

This course investigates national standards, copyright laws, and district policies governing technology, including digital citizenship and its effect on today's digital learners.

**Credits:** 3

### **ED 572 - Developing Critical Thinking & Transformative Learning**

This course evaluates the work of leading critical educators and analyzes the challenges of empowering adult educators toward social change and transformative action within their communities and organizations. Models of critical thinking and critical reflection will be used to apply critical learning theories and principles to solve complex issues related to social, economic, psychological, and motivational challenges in a variety of professional settings.

**Prerequisite(s):** ED 516.

**Credits:** 3

### **ED 573 - Investigating Teaching, Learning, and Student Engagement**

This course focuses on instructional and assessment best practices that engage students in

the learning process.

**Credits:** 3

### **ED 574 - Analyzing and Presenting Data in the Workplace**

This course utilizes information that includes analysis of results and a presentation from a completed action research project.

**Prerequisite(s):** ED 511

**Credits:** 3

### **ED 579 - Educational Technology Electronic Portfolio Development**

This course analyzes strategies for the development, organization and presentation of an electronic portfolio.

**Credits:** 3

### **ED 580 - Special Topics in Education**

This course is designed to allow for the introduction of special areas of interest in education.

May be repeated for credit with a different topic.

**Credits:** 1-3

### **ED 582 - Methods for Teaching English Language Learners**

Through the instruction of theories and best practices for teaching English to speakers of other languages in K-12 classrooms, this course allows the teacher candidate to identify and practice teaching techniques and methodologies necessary to be successful, reflective and empathetic English Language Learner teachers.

**Credits:** 3

### **ED 584 - Curriculum for Teaching English Language Learners**

This course provides the study of approaches and techniques used in teaching language skills and developing cross-cultural understandings to English Language Learners in grades K-12. The emphasis of the course includes curriculum development through different development states and content areas in addition to lesson planning.

**Credits:** 3

### **ED 606 - Curriculum Theory and Practice**

This course offers an overview of curriculum theory that discusses current issues in curriculum

and gives the teacher the opportunity to develop useful curriculum. Field experience will be required.

**Credits:** 3

### **ED 607 - Assessment Strategies for English Language Learners**

This course provides a review of the use and interpretation of commercially available diagnostic and achievement and classroom tests. The relation between academic testing and development of language skills will be addressed, and teachers will be introduced to the means by which teachers can make on-going assessments of the development of the students' language.

**Credits:** 3

### **ED 608 - Assessment**

This course examines the relationship between instruction, student engagement, learning, and assessment, as well as technology integrated with these processes. The collection and reporting of data at the student, classroom, school district, state, and national levels will also be examined. A 20-hour field experience component is required.

**Credits:** 3

### **ED 609 - Current Issues and Trends in Literacy**

This course includes a critical examination of current issues in literacy, including extensive reading of recent research literature relevant to those issues. Issues to be focused upon will change every semester based upon current developments in the literacy field.

**Credits:** 3

### **ED 612 - School and Community Leadership**

This course addresses the role of schools in the larger community and how to involve partners, families and other stakeholders in the development of a school in which all students can learn. Approaches to initiating school reform and the balance between internal and external communication are addressed. Field experience will be required.

**Credits:** 3

### **ED 613 - Current Legal Issues for Educators**

This is an application course designed to promote educator awareness of new developments and

special concerns in the area of education law. Will focus on factual classroom situations with hidden legal issues.

**Credits:** 3

### **ED 616 - School Supervision**

This course defines the process of supervising faculty and staff in the educational environment. It addresses effective instruction and competencies related to the evaluation and assessment of teacher performance. Theoretical and practical approaches are addressed to encourage human relations and to improve school climate and culture. A 20-hour field experience component is required.

**Credits:** 3

**History:** ED 614

### **ED 617 - Assessment for Teachers**

This course addresses current issues relating to formal and informal assessment, teacher-made tests, and authentic assessment, as well as standardized tests and state mandated assessments.

**Note:** Field experience will be required.

**Credits:** 3

### **ED 619 - Multi-Cultural Literature for Teachers**

This course provides a seminar focused upon literature emerging from various American minority cultures with emphasis upon the teaching of such literature in elementary, middle and secondary schools.

**Credits:** 3

### **ED 620 - Advanced Curriculum, Instruction and Assessment Methods and Strategies**

This course provides the teacher with the opportunity to identify and apply innovative techniques, methods and best practice in the area of pre-K – 12 areas of certification. Field experience will be required.

**Credits:** 3

### **ED 621 - Serving Students with Special Needs in the Classroom**

This course is designed to examine and address the various diagnoses of children with special needs, including related issues such as the disproportionate representation of culturally diverse students. Field experience will be

required.

**Credits:** 3

### **ED 623 - Differentiated Instruction in the Regular Classroom**

This course examines educational models that provide frameworks for teachers to follow as they plan and implement curriculum, instruction, and assessment in response to student needs. Field experience will be required.

**Credits:** 3

### **ED 626 - K-12 School Administration**

This course provides a thorough grounding in elementary and secondary principalship. It addresses student assessment, curriculum design and organization, student organization and activities, student programs, supervision of students, procedures for implementing school improvement and the day-to-day operation of the elementary and secondary schools. A 20-hour field experience component is required.

Yes

**Credits:** 3

**History:** ED 624 and ED 625

### **ED 631 - Capstone**

The program culminates in the application of knowledge acquired and competencies developed throughout the program. Learners will coach others engaged in problem-based learning teams, evaluating the team's strengths and weaknesses and working with individuals and teams to create an action plan to promote effective team learning and innovation. Learners will propose, research, design, and present a research-substantiated course or program to the academic community and/or their organization of choice.

**Prerequisite(s):** ED 504, ED 516, ED 540, ED 542, ED 565.

**Credits:** 3

### **ED 632 - Action Research**

This course will introduce practitioners to principles, methods, and procedures of action research, a form of self-reflective inquiry on their own teaching practice. Students will investigate a significant question, concern, or issue relevant to their own teaching practice and determine solutions and interventions that can improve teaching practice and impact student learning.

**Credits:** 3

### **ED 633 - Application of Educational Research**

In Application of Educational Research, the students will learn how to analyze, interpret, make critical decisions, and communicate those decisions based on the results of their research, to a wide variety of stake holders including parents, teachers, and administrators. Students will utilize elements garnered from their coursework to demonstrate their ability to act as a change agent and teacher leader in their school.

**Prerequisite(s):** ED 505

**Credits:** 3

### **ED 634 - Directed Field Experience**

This course is designed to provide the prospective principal with a substantial, sustained and standards-based field experience in a real-life setting. *This 16-week course requires 180 contact hours in a setting under the supervision of Park University faculty and one or more successful, practicing principals.*

**Credits:** 3

### **ED 635 - School Organization and Management**

This course helps the prospective school leader to develop knowledge and competencies related to specific issues of organization and management of schools. Operational procedures, safety and security, human resource management, fiscal operations, budgeting, use of facilities, ADA compliance, student discipline and various legal issues affecting operations are addressed. A 20-hour field experience component is required.

**Credits:** 3

### **ED 641 - Literacy Practicum I**

This course involves structured fieldwork in an authentic educational setting, supervised by a University instructor. Students will work with individuals and/or small groups of children or young adults to assess and meet those learners' literacy needs. In consultation with the instructor, students will apply various assessment strategies with their assigned students, and, based on the resulting information, will plan literacy activities and recommendations for those students. Strategies for sharing information and recommendations with other professionals and families will be included. *Students in the Special Reading Teacher and ELL areas of emphasis must have experience in Literacy Practicum I*

that involves working with learners from a different K-12 age level (age levels are elementary, middle school and high school) than the age level they intend to work with in the ED 651 project.

**Credits:** 3

### **ED 651 - Literacy Practicum II**

This is the Master of Literacy Education's culminating course, its "capstone". The course will involve the implementation of an individualized inquiry project in an authentic field setting. The nature of the inquiry project will be shaped by the student, in consultation with and under the mentorship of a faculty advisor, to fit the student's individual goals. The project must involve active collaboration with stakeholders at the field site (educators, students, and families) and address an identified literacy need in the setting where it is conducted. Prior to enrolling in this course, the student must prepare and present a proposal to the instructor of the course and receive that instructor's approval. Opportunities for submitting projects to conferences and journals will be explored, and such submission will be encouraged. Students must select for their project a target age level that is at a different K-12 age level (age levels are elementary, middle school, and high school) from the age level of learners that were worked with in Practicum I.

**Credits:** 3

### **ED 652 - English Language Learners Practicum**

This course provides a supervised clinical experience in which candidates acquire experience in planning for and working with English Language Learner students in various instructional settings in both elementary and secondary schools. Candidates will collaborate with other educators in the school environment to support student learning.

**Credits:** 3

### **ED 700 - Thesis Proposal**

This course is designed as the first part of the thesis option sequence. Students are expected to prepare a formal proposal related to an area of interest for research under the direction of a committee chair and according to Graduate School requirements. At a minimum, the research proposal should clarify the thesis statement and methodology (including the data gathering

instruments and data analysis techniques) and provide an effective overview of the scholarly literature that sets the foundation for the thesis. (Offered in 16-week format)

**Credits:** 3

### **ED 701 - Thesis**

This course is designed as the final sequence of the thesis option. Following approval of the thesis proposal, students will begin the data collection phase of the research project. The thesis may be conducted using quantitative, qualitative or participatory action research methods. An oral defense of the written thesis must be satisfactorily completed and approved by members of the committee, and the senior academic officer of the School. The thesis in its final version must be submitted to the Graduate School. (Offered in 16-week format)

**Credits:** 3

### **ED 705 - Foundations & Organization of Educational Leadership**

This course is designed to give the prospective school leader historical and foundational theory and practice of leadership skills, and knowledge of the role of the educational administrator in guiding an educational system through the political, social, organizational cultural, ethical and economic processes.

**Note:** Field experience will be required.

**Credits:** 3

### **ED 706 - Administration of School Policy and Governance**

This course includes an analysis and understanding of policy, current issues and problems of school management, decision-making, data collection and operations. Also incorporated in the course will be an understanding of state and federal programs in place, as well as unions, work and wages.

**Note:** Field experience will be required.

**Credits:** 3

### **ED 710 - School District Supervision of Instruction & Assessment**

This course is designed to examine the roles and responsibilities of building and district school administration in the area of instructional leadership to include supervision of instruction, data collection and assessment of data as it relates to student achievement, and professional

and team development.

**Note:** A 20-hour field experience component is required. **Credits:** 3

### **ED 711 - Administration of Curriculum**

This course is designed to study curriculum construction and development from a building and district perspective. It will examine how to differentiate curriculum to meet the needs of all students, and investigate and analyze current and innovative instructional programs.

**Note:** A 20-hour field experience component is required. **Credits:** 3

### **ED 720 - Educational Research & Evaluation**

This course includes discussion of basic statistical concepts and procedures that form the foundation for interpreting and analyzing the results of standardized tests and using the results of this analysis for school improvement purposes. The course will address specific assessment and research data relevant to state of Missouri and provide the student the opportunity to implement knowledge and skills through case-based practices.

**Note:** Field Experience is required. **Credits:** 3

### **ED 721 - School Finance**

This course will provide leaders with a broad understanding and overview of school finance issues at the local, state and national levels, including the study of school budgeting procedures, payroll management, taxes and tax rates, revenues and expenditures. The Missouri Uniform Accounting System for Public School will be reviewed.

**Note:** Field experience will be required.

**Credits:** 3

### **ED 730 - Advanced School Law**

This course will delve into constitutional, statutory and case law that relates to all staff personnel, students, school district and other allied governmental units. Students will investigate, analyze and discuss these areas as well as the study of contracts, dismissals, tenure, retirement, pupil injuries, liability of school personnel, school district and board members' legal rights and responsibilities. This includes the basic study of developing and implementing educational policy.

**Credits:** 3

### **ED 731 - Human Resource Administration**

This course will focus on statutory and procedural issues involved with Human Resource administration. These topics will be included: Recruitment, selection, placement, induction, staff development, appraisal, compensation, negotiation, employment conditions, employment data, support staff, formal and informal negotiations, and empowerment of staff, policies and procedures.

**Note:** Field experience will be required **Credits:** 3

### **ED 740 - School & Community Relations**

This course will prepare administrators to work in the area of public relations by developing effective interpersonal skills with all district stakeholders, the community, media, school board relationships, and management teams. The course includes developing skills to manage and resolve conflict constructively.

**Note:** A field experience will be required.

**Credits:** 3

### **ED 741 - School Plant & Operations Management**

This course will examine effective planning, designing, construction, management, safety and maintenance of educational facilities. This includes the effective use of space for instructional programs, modernization of facilities and the daily operations of district and property grounds.

**Note:** A field experience will be required.

**Credits:** 3

### **ED 770 - Internship & Field Experience**

This course is designed to provide students with the opportunity to practice knowledge, skills and dispositions necessary to provide effective leadership at the school district level. The student will select, perform and complete activities aligned with the Missouri Superintendent Standards and the Professional Standards for Educational Administration. The 16-week course requires 120 contact hours in a district-level setting under the supervision of university faculty and one or more practicing district-level administrator.

**Note:** Hours of Field Experience – minimum 200 hours **Credits:** 3

### **ED 799 - Thesis Continuous**

#### **Enrollment**

This course is to be arranged with the Director of Graduate Programs when additional time is needed to complete thesis requirements. (*Offered in 16-week format*) may be repeated

**Credits:** 1

### **EN 515 - Readings for Writers**

The course studies the processes involved in crafting imaginative literature, with a close focus on examples of writers deliberating on the various methods and techniques of prose narrative. The course investigates fiction and nonfiction prose, and encourages students to experiment in both genres in order to identify a preferred focus genre in the program.

**Credits:** 3

### **EN 516 - Creating Fiction**

This studio course presents a craft-based approach to the structure, development and technique of fictional narratives. The primary texts in the course are student manuscripts, and a premium is placed on revision and peer/instructor evaluation.

**Prerequisite(s):** EN 515.

**Credits:** 3

### **EN 517 - Advanced Fiction Writing**

This advanced studio course will focus on the development and elaboration of a craft-based approach to creating fictional narratives and culminate in the creation of a heavily revised work of publishable quality.

**Prerequisite(s):** EN 515 and EN 516.

**Credits:** 3

### **EN 518 - Creative Nonfiction**

This studio course presents a craft-based approach to the structure, development and technique of nonfiction narratives. The primary texts in the course are student manuscripts, and a premium is placed on revision and peer/instructor evaluation.

**Prerequisite(s):** EN 515.

**Credits:** 3

### **EN 519 - Advanced Creative Nonfiction**

This advanced studio course will focus on the development and elaboration of a craft-based approach to the genre and culminate in the creation of a heavily revised work of publishable quality.

**Prerequisite(s):** EN 515 and EN 518.

**Credits:** 3

### **EN 525 - Writing for Publication**

This course is an investigation of the requirements and best practices of literary publication. The course will present students with the various methods of publication available to creative writers, and address particular trends and conventions of the publishing industry. The course culminates in the development of a publication portfolio.

**Prerequisite(s):** EN 515; EN 516 and EN 517 or EN 518 and EN 519.

**Credits:** 3

### **FIN 621 - Advanced Corporate Finance**

The objective of this course is to study the major decision-making areas of managerial finance and some selected topics in financial theory. The course reviews theory and empirical evidence related to investment and financing policies of a firm and attempts to develop decision-making in these areas. This course serves as a complement and supplement to MBA 615 (Managerial Finance). Some areas of financial management not covered in MBA 615 are covered in FIN621. These may include leasing, mergers and acquisitions, corporate reorganizations, financial planning and working capital management, and other selected topics. Other areas that are covered in MBA 615 are covered more in-depth and more rigorously in this course. These include investment decision-making under uncertainty, cost of capital, capital structure, pricing of selected financial instruments and corporate liabilities, and dividend policy.

**Prerequisite(s):** HA 516 (MBA 615).

**Credits:** 3

### **FIN 625 - International Finance**

This course focuses on the study of the international monetary environment and financial planning for corporations with global operations. The course also covers the analysis of the effects of exchange rate fluctuations, currency restrictions and tax regulations on international financial planning. Furthermore, it examines the financial aspects of multinational business,

including foreign investment, trade and transfer of funds.

**Prerequisite(s):** HA 516 (MBA 615).

**Credits:** 3

### **FIN 640 - Investment Management**

This course provides an analysis of various debt, equity and derivative investment vehicles.

Various theories of valuation of stocks, bonds, options, futures, real assets and other securities will be applied to each aspect individually and in the context of portfolio management.

**Credits:** 3

### **FIN 644 - Financial Markets and Institutions**

This course provides an overview of distinguishing characteristics of different types of financial markets (such as money markets, bond markets, derivatives markets) and institutions (such as commercial banks, investment banks, insurance companies, mutual funds and pension funds), as well as current issues affecting their structure and governance.

**Prerequisite(s):** HA 516 (MBA 615).

**Credits:** 3

### **GB 500 - European Business Environment**

Doing Business in Europe provides a broad overview of culture and management practices in main Western and Emerging European economies putting some emphasis on countries as their business activities are diligently connected with those of European Union. The course will conduct a survey examination of the European Union business environment, along with that of each country's history, culture and economy; and it will examine specific management practices in each country. In this course, students will evaluate how Europe's geopolitical, economic, financial, and legal status is impacting its ability to compete in the global market. Conversely, students will examine the effect that global events are having on European production, resource consumption, imports, and exports. Strategic management implications will be thoroughly explored. Finally, this course will critically evaluate how European Union countries view social responsibility taking into account local customs, values, beliefs, ethics, and the laws.

**Credits:** 3

### **GB 501 - Business Strategies for Latin America**

Doing Business in Latin America provides a broad overview of culture and management practices in main Latin American economies putting some emphasis on countries such as Brazil, Argentina and Chile as their business activities are diligently connected with those of greater Latin America. The course will conduct a survey examination of the Latin American countries business environment, along with that of each country's history, culture and economy; and it will examine specific management practices in each country. In this course, students will evaluate how Latin America geopolitical, economic, financial, and legal status is impacting its ability to compete in the global market. Conversely, students will examine the effect that global events are having on Latin America production, resource consumption, imports, and exports. Strategic management implications will be thoroughly explored. Finally, this course will critically evaluate how Latin America countries view social responsibility taking into account local customs, values, beliefs, ethics, and the laws.

**Credits:** 3

### **GB 502 - Business Environments in Sub-Saharan Africa**

Doing Business in Sub-Sahara Africa provides a broad overview of culture and management practices in Sub-Sahara African economies putting some emphasis on countries such as South Africa, Nigeria, Kenya, and Angola as their business activities are diligently connected with those of greater Sub-Saharan Africa. The course will conduct a survey examination of sub-Saharan Africa business environment, along with that of each country's history, culture and economy; and it will examine specific management practices in each country. In this course, students will evaluate how sub-Saharan Africa's geopolitical, economic, financial, and legal status is impacting its ability to compete in the global market. Conversely, students will examine the effect that global events are having on Sub-Sahara African production, resource consumption, imports, and exports. Strategic management implications will be thoroughly explored. Finally, this course will critically evaluate how Sub-Sahara African countries view social responsibility taking into account local customs, values, beliefs, ethics, and



the laws.

**Credits:** 3

### **GB 503 - Doing Business in Asia**

Doing Business in Asia provides a broad overview of culture and management practices in main East and Southeast Asian economies, as well as India and Arab Emirates as their business activities are diligently connected with those of greater Asia. The course will conduct a survey examination of the Asian business environment, along with that of each country's history, culture and economy; and it will examine specific management practices in each country. In this course, students will evaluate how Asia's geopolitical, economic, financial, and legal status is impacting its ability to compete in the global market. Conversely, students will examine the effect that global events are having on Asian production, resource consumption, imports, and exports. Strategic management implications will be thoroughly explored. Finally, this course will critically evaluate how Asian countries view social responsibility taking into account local customs, values, beliefs, ethics, and the laws.

**Credits:** 3

### **HA 509 - Management of Health Information Systems**

This course advances the learner through a discussion of the history, present state, and future trends in the industry. The course provides a managerial perspective of the issues related to the planning, selection, and operation of healthcare information systems. Many of the key acts and laws that regulate secure handling of patient specific data are introduced in the course. Electronic healthcare record systems are identified as critical tools in improving quality of care in the healthcare process. While adding key elements of the science of information technology, this course also highlights the importance of then basic review and safeguarding of healthcare data, change management, budgeting, and personnel management. Healthcare leaders are further expected to manage various aspects of information technology effectiveness through a complete understanding of the industry regulatory requirements and technology trends.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 511 - Leadership and Management in Healthcare Systems**

This course is an in-depth study of a range of issues and related problems faced by practicing managers and leaders in the rapidly changing health care/health services delivery system. Special emphasis is placed on the issues relevant to current challenges, and this emphasis is of utilitarian value to participants. Examples of issues include rural and urban health care, managed care, ethics of health care, integrating technology, and leadership styles and traits.

**Credits:** 3

### **HA 514 - Accounting for Management Decisions**

**Crosslisted:** (MBA 515) This course emphasizes the use of accounting data and analytical techniques employed by management for decision-making in for-profit and not-for profit businesses and governmental organizations. Students will study, evaluate and apply the analytical techniques as part of the broader management accounting process used to analyze, evaluate, and convey their recommendations concerning economic events related to management decisions. Areas covered include cash flow analysis, financial statement analysis, ratio analysis, variable costing, product costing, cost prediction, cost-volume-profit considerations, operational budgeting, variance analysis, return on investment and capital budgeting decisions. The course uses discussion, problems, accounting case studies and a term project to evaluate the student's comprehension of the material.

**Credits:** 3

### **HA 515 - Marketing and Consumer Driven Healthcare**

Within a broad marketing philosophy, the course presents marketing as the process of identifying and delivering what physicians, patients and families want. This involves market research, market analysis, product design, product development, promotion and delivery; physician, patient, family and employee satisfaction, and understanding how these factors drive the health care market.

**Credits:** 3

### **HA 516 - Healthcare Finance**

The knowledge of financial principles is advantageous to managers in virtually every discipline in healthcare. The content of this course integrates both conceptual and practical information related to financial and managerial accounting and financial management within healthcare organizations. The following topics will be covered: financial accounting: income statement and statement of change in equity, balance sheet and statement of cash flows; managerial accounting: cost behaviors and profit analysis, cost allocation models, pricing and service decisions, planning and budgeting; financial management concepts: time value analysis, financial risk and required return; long-term financing: LT debt financing, equity financing and security markets, capital structure and the cost of capital; capital investment decisions: capital budgeting, project risk analysis; current asset management and financing; financial condition analysis, lease financing and business valuation; financial risk management; and consider ethical implications associated with financial practices and decision-making.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 517 - Legal and Ethical Issues in Healthcare Administration**

In the U.S., the healthcare industry is recognized as one of the most heavily regulated sectors of the economy and is becoming more operationally complex. These characteristics make it essential that healthcare administrators have a sound working knowledge of the law and create a culture that makes corporate compliance and risk mitigation a priority. This course will provide students with the practical knowledge needed to identify legal and ethical issues inherent in health care administration and to understand the legal and moral ramifications of administrative and management decisions. Specifically, this course will cover the following topics: sources of law; tort, contract, criminal, and employment law; antitrust laws; corporate structure and legal issues; legal issues associated with the medical, nursing, and other allied health professionals; information management; patient consent; patient and employee rights and responsibilities; legal reporting requirements; professional and product liability; labor relations; patient safety; tort reform; and ethical issues associated with

decision-making, end-of-life choices, and procreation.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 518 - Organization of Healthcare Delivery Systems**

The U.S. healthcare delivery system is unique in many ways from that of other developed countries. The system is comprised of a number of subsystems that loosely work together towards a common goal to promote the health and welfare of the population. This course explores the social, political, economic, technological, legal, key stakeholders, and environmental factors that influence the health care delivery system in the U.S. Focus is placed on the factors affecting the need, access, and use of services; factors related to healthcare costs; quality assessment and quality assurance; the impact of legal, regulatory, and accreditation actions; and financing of care through private health insurance and governmental programs. Major influences in the advances and other changes to the health services system are evaluated with pertinent references to the Patient Protection and Affordable Care Act (ACA). The effects of medical education, scientific advances, rising costs, changing population demographics, and American values and assumptions regarding health care are covered. Role of population health management and public health on health care systems and practices are explored.

**Credits:** 3

### **HA 521 - Special Topics in Healthcare Administration**

This course is designed primarily for Master of Healthcare Administration students and will focus on contemporary management issues in health care. The course will be offered when need and interest are present.

**Credits:** 1 - 3

### **HA 532 - Healthcare Services and Systems for Diverse Populations**

This is a broad-based course in the sociology and anthropology of medicine and health. The course will focus on the social, cultural and behavioral aspects of health-related issues and their implications for health administration. Topics

will also include gender, race and culture issues in health care.

**Credits:** 3

### **HA 533 - Managerial Epidemiology**

Epidemiology is the study of the distribution and determinants of health in populations, and the application of this study to improve health outcomes. It is the basic science of public health. This course introduces students to the field of public health epidemiology, emphasizing methods for assessing factors associated with the distribution and etiology of health and disease. The ultimate goals of epidemiology are to determine the scale and nature of human health problems, identify solutions to prevent disease and improve the health of the entire population. This course will focus on the principles of epidemiology and the application for epidemiology in the management of health care organizations.

**Credits:** 3

### **HA 537 - Health Policy and Politics**

This course addresses the momentous changes that health care is facing in the U.S. and around the world. Fueled by population growth and socioeconomic trends, political systems will, and must, respond to the new demands of health care. With a challenging and insightful analysis and evaluation of the political, professional and consumer demands, this course will help learners prepare for the leadership expectations global systems changes will require.

**Credits:** 3

### **HA 557 - Nursing Dimensions of Healthcare Administration**

Nursing care is a major force in health care delivery and leadership. The course will focus on how nursing systems are organized and the leadership roles that nurse's play in health care delivery systems. The current and evolving leadership roles of the nursing profession will be covered, along with the overall organization of health care systems.

**Credits:** 3

### **HA 573 - Quality Improvement and Outcomes Assessment in Healthcare Settings**

The course will familiarize students with outcomes-based quality improvement

methodologies. Focus will be on the techniques of measuring customer satisfaction, implementing quality management programs, and adherence to best practices and standards. It will also focus on patient safety and the infrastructure needed to create a culture of safety in health care organizations.

**Credits:** 3

### **HA 603 - Healthcare Research Methods for Managerial Decision-Making**

The healthcare industry emphasizes the utilization of evidence to support operational and clinical decision-making when appropriate and feasible. To this end, this course seeks to empower students by giving them the knowledge and ability to follow the research process as a means of making well-informed decisions. The course topics will include problem identification and research question and hypothesis development, literature review, use of theory in research, research design and methodology, hypothesis testing, interpretation of results, and addressing ethical issues in research. This course will also provide tangible examples of how research supports managerial decision-making as in the case of program design and evaluation and quality management.

**Credits:** 3

### **HA 604 - Healthcare Economics and Payment Systems**

Healthcare spending in the U.S. is consistently larger per capita and as a portion of the gross domestic product (GDP) than other developed countries. The capability to think critically regarding health policy is a must for healthcare administrators. Economics continues to be used as a means for analyzing health policy questions and providing support for new policy formulation. This course will cover the following topics: relevance of studying health economics; provide an overview of the healthcare delivery and financing systems; the approaches for describing, evaluating, and managing risk; understanding costs; bending the cost curve; demand for health products; elasticity; forecasting; supply and demand; profit maximization; pricing; asymmetrical information and incentives; economic analysis of clinical and managerial interventions; profits, market share, and market power; government interventions in healthcare markets; policy and regulation; and

behavioral economics.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 605 - Healthcare Organizational Behavior and Leadership**

With a dynamic industry such as healthcare, leaders need to challenge themselves to discover new and innovative approaches to achieve effectiveness within complex organizational structures and settings. This course will examine organizational behavior and leadership from an individual perspective, group perspective, and institutional perspective. More specifically, this course will address topics such as diversity, attitudes, communication, motivation, power versus leadership, theories of leadership, managing stress in the workplace, decision-making, conflict management and negotiation skills, group dynamics, teams and team building, organizational development, change management, strategy and structure, and organizational culture.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 607 - Data Analytics in Healthcare Administration**

This course includes the concepts and practices associated with data analytics in various healthcare domains and applying the results of the analytics to make sound financial, operational, and strategic decisions. Students will be exposed to advanced data management and analytical techniques commonly employed in healthcare organizations of all sizes and structures, such as data acquisition and storage, machine learning, statistics, text analytics and natural language processing. In addition, the synergies associated with analyzing previously untapped data coupled with existing enterprise data will be explored in terms of making sound business decisions. Furthermore, this course will evaluate common sources of big data in healthcare, the big data life cycle, big data architecture framework, issues pertaining to the security and privacy of big data in healthcare.

**Credits:** 3

### **HA 611 - Mediation, Negotiation and Conflict Management**

Mediation, negotiation and conflict resolution with physicians, nursing and allied health staff, patients, and their families are critical components of leadership. The course focuses on learning preventative approaches to conflicts and disputes, and development of professional skills in negotiating, mediating and managing conflicts. This course will include methods for patient, employee and physician satisfaction assessment, and continuous improvement.

**Credits:** 3

### **HA 612 - Healthcare Operations Management**

Historically, the healthcare industry has struggled to contain costs, improve profitability, strengthen access, and achieve consistent quality outcomes. Many of these issues can be effectively addressed when utilizing a systematic and rigorous approach to operations management. This course provides students with the concepts, techniques, and tools necessary to design, analyze, and improve the operational capabilities of healthcare organizations. The topics covered include: healthcare operations and systems; quality, productivity, and performance management; operations research methods; operational metrics; project management; operational planning; return on investment analysis; logistics and supply chain management; purchasing and materials management; inventory management, forecasting; and operational analysis and benchmarking.

**Prerequisite(s):** *HA 518 is normally taken prior to this course; however, the MHA Director may make an exception.*

**Credits:** 3

### **HA 615 - Healthcare Strategic Management**

In order to maintain a competitive advantage in the highly dynamic environment, it is necessary that healthcare administrators possess the requisite knowledge, skills, and abilities to favorably position their organizations for success. This requires the leaders to promote strategic thinking, create well-developed strategic plans, and engage in strategic management. This course will enable students to critically examine organizational, strategic business unit, and functional level vision, mission, and values statements, analyze and draw meaningful

conclusions from internal and external assessments using a variety of established tools and techniques, formulate well-conceived strategies and present realistic implementation and monitoring plans.

**Credits:** 3

### **HA 616 - Healthcare Strategic Management and Marketing**

In order to maintain a competitive advantage in a highly dynamic environment, it is necessary that healthcare administrators possess the requisite knowledge, skills, and abilities to favorably position their organizations for success. This requires the leaders to promote strategic thinking, create well-developed strategic plans, and engage in strategic management. This course will enable students to critically examine organizational, strategic business unit, and functional-level vision, mission, and values statements; analyze and draw meaningful conclusions from internal and external assessments using a variety of established tools and techniques; formulate well-conceived organizational goals, objectives, and strategies; and present tactical implementation and monitoring plans. Finally, the students will be exposed to the processes involving data analytics, planning, implementation, and controlling marketing activities associate with consumer-oriented marketing programs designed to favorably position an organization to achieve and sustain a competitive advantage in the market.

**Prerequisite(s):** HA 509, HA 516, HA 517, HA 604, HA 605, HA 612, or the equivalent as approved by the MHA Director.

**Credits:** 3

### **HRM 634 - Planning and Staffing**

This course examines concepts, strategies and current issues in recruitment, talent acquisition, selection and training. The course involves the use of quantitative methods to analyze the impacts of legal compliance, diversity, technology, outsourcing, restructuring and downsizing, on the effective strategic management of human resources.

**Credits:** 3

### **HRM 635 - Training, Development, and Evaluation**

This course examines concepts, strategies and current issues in the training and development of quantitative methods to analyze the impact of

training and development on organizational and strategic human resource management outcomes and their effectiveness.

**Credits:** 3

**History:** MBA 635

### **HRM 636 - Change Management and Conflict Resolution**

This course examines concepts, strategies and current issues in change management and conflict resolution, and subsequent downstream effects. Quantitative methods are used to analyze the impact of change and other interventions on organizational and strategic human resource management outcomes, and their effectiveness.

**Credits:** 3

**History:** MBA 636

### **HRM 637 - Compensation Management**

This course examines theory, concepts, strategies and current issues in the design and implementation of compensation and benefit systems, and subsequent downstream effects. The course involves the use of quantitative methods to analyze the impact of compensation and benefit systems on organizational and strategic human resource management outcomes and their effectiveness.

**Credits:** 3

**History:** HA 637

### **IB 525 - Entrepreneurship in the Global Economy**

This course offers students the skills and knowledge for developing and implementing a new global business. Using the concept of a start-up entrepreneurship, we examine the key factors in creating a new business which has a global market focus. This includes businesses started in the European Union, China, India, Russia or other countries, as well as businesses started in the United States that market to these countries. The course is built around an e-commerce business concept, which focuses on more than one non-US country. Investigating opportunities through trade allows both the extension of traditional to e-commerce as well as the creation of new business entities. The course is developed to promote skills needed to: assess the viability of a new business concept; understand the conditions of e-commerce readiness for specific countries; grasping unique opportunities and

evaluate the outcome of an opportunity; analyze competitive environment; analyze market potential; and identify sources of financial support for the new venture.

**Credits:** 3

### **CIS 601 - Systems Analysis and Design**

This course focuses on in-depth assessment of the methodology, tools and techniques involved in designing an information system for an enterprise, including a detailed study of the system's development life cycle. The course requires reviewing and analyzing cases and exercises. A final project will be required, including analysis and design of an actual information system.

**Credits:** 3

### **MIS 603 - Information Security and Risk Management**

This course will stress the necessity for establishing an organization-wide information security risk management program designed to isolate significant internal and external threats through the application of technical security evaluations. In addition, this course will explore the risks associated with using wireless networks and permitting remote access to corporate information, as well as an examination of current and future administrative, physical, and technical security safeguards. Contingency, business continuity and disaster recovery planning will be covered along with applicable laws and regulations dealing with security and privacy.

**Prerequisite(s):** MIS 605

**Credits:** 3

**History:** CIS 603

### **MIS 605 - Management Information Systems**

This course focuses on analyzing the use of information by organization and the different types of information systems. It explores the technological, managerial, and organizational considerations of information systems. The theoretical foundations of information systems and their development, uses, operations, management oversight, control, structure, and impact will be explored. The analysis of information within the organization, the nature of characteristics of computerized information systems, usage of information systems and technology to change the organizational structure and/or work process, and culture will be

addressed.

**Credits:** 3

**History:** CIS 600

### **MIS 608 - Topics in Information Systems**

This capstone course focuses on the integration and synthesis of previous knowledge in information systems. Utilizing information systems and technology to address topics and problems in many functional areas such as marketing, accounting, human resources and management information are stressed. The adaptation of information systems and technology to meet the needs of the ever-changing business environment will also be addressed. Case studies will reinforce lectures.

**Credits:** 3

### **MIS 609 - Database Management Systems**

This course will explore techniques used to design databases and database management systems. Topics such as relational and non-relational databases; knowledge databases (knowledgebase); database operations; data repositories, warehouses, and marts; and data mining will be covered. This course will examine common sources of big data and big data architecture, issues pertaining to the security and privacy of big data and how to identify data that is needed to produce the information and knowledge necessary to answer business questions. Visual analytics will be presented with an emphasis on how it permits end-users to directly interact with the data analysis capabilities of modern computing systems.

**Prerequisite(s):** MIS 605

**Credits:** 3

**History:** CIS 602

### **MIS 614 - Data Analysis and Business Analytics**

This course focuses on how to make well-formed and more expedient business decisions using data. Advanced analytic techniques such as text analytics, machine learning, predictive analytics, data mining, statistics, and natural language processing will be covered. In addition, the synergies associated with analyzing previously untapped data coupled with existing enterprise data will be explored in terms of making sound business decisions. In addition, this course will

evaluate common sources of big data, the big data life cycle, big data architecture framework, issues pertaining to the security and privacy of big data and how to identify data that is needed to produce the information and knowledge necessary to answer business questions. Finally, the course will cover the processes associated with project management, such as initiating, planning, executing, monitoring & controlling, and closing projects.

**Prerequisite(s):** MIS 605

**Credits:** 3

**History:** CIS 605

### **MKT 631 - Consumer Behavior**

This course is designed to review behavioral science concepts applicable to understanding behavior of consumers in the marketplace as related to designing marketing strategy. This includes the nomenclature commonly used by marketers to describe the application of consumer behavior knowledge. Understanding situational influences such as information processing, learning and memory, attitude formation and change, post-purchase behavior, ethical/social issues are integral to marketing strategy formulation through an examination of the consumer decision process, a process foundational to the study of consumer behavior. Topics covered include effects of internal factors (perception, learning, memory, motives, personality, emotions, and attitudes), and external factors (the significance of word-of-mouth marketing and the role of opinion leaders) on consumer decision making, information processing, learning and memory, attitude formation and change, post-purchase behavior, ethical/social issues, and effects on marketing strategy.

**Prerequisite(s):** MBA 630

**Credits:** 3

### **MKT 632 - Strategic Brand Management**

This course approaches the study of brand management by illustrating the formulation of strategically sound brand management programs and the evaluation and control of the implementation of key brand initiatives (new products, advertising support, etc.). Focus is on theories and models to develop and manage brand equity. Specific learning modules include customer development, brand strategy development, brand extension development and

annual brand planning. Specific attention is focused on case studies and team projects in building, measuring and managing brand equity. Building and effectively maintaining brand equity is among the top priorities of high performing companies. Effective brand-building and brand management drives superior financial results, consumer loyalty and competitive insulation. This course provides students with insights into how profitable brand strategies can be created and the implications for brand management professionals. The class blends marketing theory and practice to provide perspective on corporate marketing and the brand management function. Therefore, the goal of competitive strategy for a brand is to find a position in the industry where the brand can: 1) articulate a compelling value proposition, 2) defend itself against competitive forces and influence them in its favor and 3) leverage communication resources to sell the brand message and build brand equity.

**Prerequisite(s):** MBA 630

**Credits:** 3

### **MKT 633 - Digital and Social Media Marketing**

This course aims to provide the theoretical knowledge and practical insights for integrating social media and digital marketing into the traditional marketing mix, understanding and engaging social media consumers, and monitoring and measuring the results of these efforts. Students will learn how to manage digital and social media, be able to understand the psychology of online consumers, the impact of digital and social media on traditional marketing strategy, review the digital and social media marketing process, critically evaluate the various social media platforms and online content, and successfully measure the impact of digital marketing efforts. Specific topics to be discussed include: Search Engine Marketing, Google AdWords, Google Analytics and Facebook Insights. Social media technologies are continuously transforming the ways consumers interact with each other and firms. These changes constitute a fundamental shift in the marketplace--consumers have greater opportunities to voice their opinions and connect with other consumers as well as an increased influence over marketers and brands. As a result, the conventional approaches to marketing communications have become more and more challenged. This puts an added emphasis on

leveraging social media to engage consumers and propagate ideas, messages, products, and behaviors. This course takes an in-depth look at the relationship between media and human behavior, and examines how organizations capitalize on social media, and these consumer-to-consumer interactions, to support their marketing efforts. Students will get hands-on experience creating comprehensive social media strategies for active brands.

**Prerequisite(s):** MBA 630

**Credits:** 3

### **MKT 634 - Strategic Marketing Simulation**

Students will participate in a group simulation activity and will have hands on 'live' experience, making strategic marketing decisions that affect the business viability in work teams. Students master the marketing concepts of production, channels of distribution, branding, promotion, segmentation, targeting, pricing and competition as they make decisions that affect the future profitability of the business entity.

**Prerequisite(s):** MBA 630, MKT 631, MKT 632 and MKT 633 or CIS 608

**Credits:** 3

### **MBA 515 - Accounting for Management Decisions**

This course emphasizes the use of accounting data and analytical techniques employed by management for decision-making in for-profit and not-for-profit businesses and governmental organizations. Students will study, evaluate and apply analytical techniques as part of the broader management accounting process used to analyze, evaluate and convey their recommendations concerning economic events related to management decisions. Areas covered include: cash flow analysis, financial statement analysis, ratio analysis, variable costing, product costing, cost prediction, cost-volume-profit considerations, operational budgeting, variance analysis, return on investment and capital budgeting decisions. The course uses discussion, problems, accounting case studies and a term project to evaluate the student's comprehension of the material.

**Credits:** 3

**History:** AC 515, AC 600

### **MBA 522 - Organization Behavior and Leadership**

Achieving optimal effectiveness in today's workplace is a challenge for even the most seasoned leaders. In order to remain competitive in a domestic and global market, leaders need to be able to leverage internal competencies to create a culture that fosters innovation while instilling an entrepreneurial spirit throughout the firm. Students will learn how leadership styles directly influence the organizational culture; affect problem-solving, workplace stress, and conflict resolution; and influence the level of motivation within an entity. In addition, students will explore the linkages between power and politics, change management, and organizational success, as well as the challenges, benefits, and tactical approaches to forming and managing high performing, diverse workgroups and teams. Finally, students will learn the key attributes of successful leaders to include professionalism, being accountable for one's own actions and those of subordinates, the ability to demonstrate flexibility and adaptability when situations are dynamic and expectations are ambiguous, an awareness of the ethical implications of decision-making, establishing a shared vision, effective communication, and working well within groups and autonomously to achieve established goals and objectives.

**Credits:** 3

### **MBA 524 - Business Law and Ethics**

This course examines the legal and ethical environment of business with particular attention to principles of law relating to business operations. The course emphasizes how organizational leaders identify, address, minimize, and prevent legal and ethical issues in areas of law important to business including: constitutional law; property law, with a focus on intellectual property; contract law, including UCC Article 2, Statute of frauds remedies, and e-commerce; tort law, including intentional, negligence, strict, and product liability; criminal law, including cybercrime, white-collar crime, and the Sarbanes-Oxley Act; regulatory law; agency and employment law; international law; forms of business organization; bankruptcy law; and litigation and alternative dispute resolution. Finally, students will be expected to apply critical thinking and legal reasoning to consider both the legal and ethical impacts of decision-making and business practice.

**Credits:** 3



**MBA 576 - Operations Management**

This course focuses on the vital concepts, issues, and techniques for efficient and effective operations to produce goods and services for consumers and/or businesses. Special emphasis is placed on process improvement logistics and supply chain management; planning; organizing and managing or resources to accomplish organizational objectives within a variety of business structures. Topics include operations strategy; product and service design; project management; operational planning; return on investment analysis process design and analysis; capacity planning; lean production systems; purchasing; materials and inventory management, forecasting; quality management and six sigma; and operational analysis and benchmarking.

**Credits: 3**

**MBA 611 - Green Marketing**

This is an environmental marketing course dealing with issues related to the environment. Topics covered are centered around the theoretical basis, managerial perspective, public policy viewpoint, or for empirical evidence of environmentalism. This course also covers a wide array of topics from segmentation of product, advertising and distribution strategies, and from a micro to a macro perspective. It represents an excellent tool for understanding and researching environmental marketing.

**Credits: 3**

**History: MK 615**

**MBA 615 - Managerial Finance**

This course covers a comprehensive analysis of financial management issues faced by financial managers in today's business environment. This course will cover time value analysis, financial risk and required return long-term financing; LT debt financing, equity financing and security markets, capital structure and the cost of capital; capital investment decision: capital budgeting, project risk analysis; current asset management and financing; financial condition analysis, lease financing and business valuation financial risk management; and consider ethical implications associated with financial practices and decision-making. Emphasis will be on operational definitions of financial concepts and analytical techniques to real world situations confronted by management.

**Prerequisite(s):** *MBA 515 or equivalent.*

**Credits: 3**

**History: FI 615, BA 615**

**MBA 620 - Leadership in Organizations**

The course discussions will focus on leadership in organizations, problem-solving techniques and communication, coordination, and human relation skills required for managerial success. Topics covered include principles and practices of management functions such as planning, organizing, motivating and controlling.

**Credits: 3**

**History: MG 620, BA 620**

**MBA 630 - Strategic Marketing**

Strategic Marketing encompasses the vision of marketing as a value creating process that is essential to the formulation of a customer-driven strategy by selecting target markets, setting objectives and developing, implementing, and managing marketing programs designed to meet the value requirements of the customers in each market. Students will study strategic positioning, market opportunities, pricing strategies, market analysis, as well as product differentiation with an overarching goal to ensure the firm maintains a competitive advantage within its current and future markets. Strategic and tactical analysis of the marketing mix will be covered in a decision making focus, together with considerations of globalization, leadership, data driven decision making, and integrated marketing for brand building and equity. This course uses an application-oriented approach to study marketing strategy and incorporates real-world examples of marketing strategies adopted by both large and small companies in a variety of business areas.

**Credits: 3**

**History: MK 630**

**MBA 670 - Special Topics in Business**

In this course, current topics in business are extensively discussed, including business ethics, labor relations, financial planning or any of a wide variety of subjects in business curriculum, such as entrepreneurial research, entrepreneurial education or entrepreneurial investments.

**Credits: 1-3**

**History: MG 670, BA 670**

**MBA 695 - Strategic Management**

One of the key factors of success for an organization is the ability to not only find and implement sustainable competitive advantages but also implement actions to respond and adjust strategies as needed. This requires leaders to apply research and analysis when leading decision making and policy changes at the organizational and functional levels for long-term performance of an organization. Strategic skills include strategic thinking, choosing competitive strategies, strategic planning, crafting and defending competitive advantages, defining goals, and allocating critical resources. This course enables students to build skills in strategy formulation implementation, evaluation and control by applying a variety of tools and techniques related to strategic analysis. Students then use that analysis to formulate organizational goals, tactical implementation to reach goals, and monitor plans. Students will use internal and external data as part of the planning, implementation and monitoring processes in order to sustain a competitive advantage in current and future domestic and global markets.

**Prerequisite(s):** *MBA 515, MBA 522, MBA 524, MBA 576, MBA 615, MBA 630 or equivalent by the MBA Director.*

**Credits:** 3

**History:** MG 695, BA 610

### **MU 500 - Applied Lessons and Recitals**

This course places emphasis on expanding repertoire and is designed to develop artistry, technical skills, performing technique, analytical understanding, and professionalism. Students have two intensive one-hour private lessons per week. Assigned new repertoire will be performed in recital at the end of each semester. Students will be encouraged to participate in regional, national and international competitions. Repeatable registration for credit allowed, not to exceed 36 credits, culminating in the passing of a major recital as adjudicated by music faculty during the student's final semester of study.

**Credits:** 3

### **MU 501 - Chamber Music**

The study, rehearsal, and performance of music for chamber ensembles. Repeatable registration for credit allowed, not to exceed six credits. Meets two hours per week.

**Credits:** 1

### **MU 502 - Performance Class**

Course provides a weekly opportunity for students to perform in a simulated concert environment with critical feedback by music faculty, students and guest artists. Repeatable registration for credit allowed, not to exceed six credits. Meets one day per week for two hours.

**Credits:** 1

### **MU 503 - Collaboration**

Course provides a weekly opportunity for students to perform instrumental repertoire requiring accompaniment. Repeatable registration for credit allowed, not to exceed six credits.

**Credits:** 2

### **MU 504 - Orchestra**

Course provides a weekly opportunity for students to perform instrumental repertoire requiring accompaniment. Repeatable registration for credit allowed, not to exceed six credits.

**Credits:** 1

### **MU 505 - Orchestral Repertoire**

Course provides a weekly opportunity for students to study a wide variety of standard orchestral repertoire. Repeatable registration for credit allowed, not to exceed six credits.

**Credits:** 1

### **MU 511 - Seminar in Music Theory and Analysis**

Students will be actively engaged in leading discussions of assigned topics and repertoire. Class presentations of their research and analysis of assigned repertoire will include suggestions of performance implications. Using the analytical theories based on the work of Heinrich Schenker, students will engage in intensive and comprehensive analysis of a major, multi-movement work demonstrating competencies in describing the compositional tools, techniques and structures of said work.

**Prerequisite(s):** Admission into the Master of Music in Performance program in the International Center of Music at Park University. No

**Credits:** 3

### **MU 521 - History of the Concerto**

Study of the concerto as a contributing form of western art music. Study of composers and analysis of representative works from the 17th-century to the present day will be done in context of musical and cultural developments of the various periods. Particular attention will be given to concerto repertoire for violin, viola, cello, and piano.

**Prerequisite(s):** Successful completion of an undergraduate bachelor's degree in music or permission of instructor.

No

**Credits: 3**

### **MU 522 - History of the Symphony**

Detailed study of the symphony as contributing form of western art music. Representative composers and works from the 17th-century to the present will be studied and analyzed, with emphasis on stylistic, constructional and performance components. Major works from the late 18th-century through the 20th-century will serve as the core of the study.

**Prerequisite(s):** Successful completion of a bachelor's degree in music or permission instructor.

No

**Credits: 3**

### **MU 530 - Applied Music**

This course places emphasis on the development and expansion of appropriate repertoire and is designed to develop musical artistry, technical skills, performing technique, analytical understanding, and professional level musical performance. Students have two intensive one-hour lessons per week. Repeatable registration for credit allowed, not to exceed 24 credits, culminating in the passing of a major recital as adjudicated by music faculty during the student's final semester of study.

**Credits: 6**

### **MU 534 - Music History: Medieval, Renaissance and Baroque**

An introduction to the music literature from ancient times to 1700. Historical and stylistic perspectives are addressed as are the organization, language and grammar of musical structure for the relevant time period.

**Credits: 3**

### **MU 535 - Music History: Classic, Romantic and Modern**

An introduction to the music literature from 1700 to the present. Historical and stylistic perspectives are addressed as are the organization, language and grammar of musical structure for the relevant time period.

**Credits: 3**

### **MU 570 - Applied Music**

A continuation of MU 560.

**Credits: 6**

### **MU 580 - Applied Music**

A continuation of MU 570.

**Credits: 6**

### **MU 585 - Special Topics in Music**

Intensive study and/or performance of an area of music selected by the instructor on the basis of student need or current issues.

**Credits: 1-3**

### **MU 590 - Applied Music**

A continuation of MU 580.

**Credits: 6**

### **MU 600 - Applied Music**

This course places emphasis on the development and expansion of appropriate repertoire and is designed to develop musical artistry, technical skills, performing technique, analytical understanding, and professional level musical performance. Students have two intensive one-hour lessons per week. Repeatable registration for credit allowed, not to exceed 24 credits, culminating in the passing of a major recital as adjudicated by music faculty during the student's final semester of study.

**Credits: 6**

### **MU 601 - Advanced Applied Music**

This advanced course places emphasis on the development and expansion of appropriate repertoire and is designed to develop the highest level of musical artistry, technical skills, performing technique, analytical understanding, and professional musical performance. Students have two intensive on-hour lessons per week. Students will be expected to participate in national and international competitions.

Repeatable registration for credit allowed, not to exceed 24 credits, culminating in the passing of a

major recital as adjudicated by music faculty during the student's final semester of study.  
**Credits: 6**

### **PO 500 - International Relations Theory**

This seminar examines the major theoretical perspectives found within International Relations while introducing students to key debates within the discipline.

**Credits: 3**

### **PO 501 - US National Security Policy**

This course examines the evolution of US national security policy from the Washington administration to the present day. Special attention is paid to the interplay between the executive and legislative branches in the development of policy.

**Credits: 3**

### **PO 505 - Arms Control and Disarmament**

A review of arms control efforts and achievements throughout the international system. This course introduces students to the limits and possibilities of international security regimes through a detailed analysis of arms control and non-proliferation.

**Credits: 3**

### **PO 510 - Research Methods**

A survey and application of qualitative and quantitative research methodologies in the social sciences.

**Credits: 3**

### **PO 515 - Security Studies**

A survey of recent work on the logic and politics of security as a frame for thinking about complex issues. Special attention is paid to the process of "securitization", the politics of various forms of risk analysis, and the increasingly individual-centered logic of many security initiatives.

**Credits: 3**

### **PO 520 - Terrorism and Unconventional Warfare**

A review of the changing nature of terrorist activity from a historical and analytical perspective. The course focuses on the impact of globalization, modern communications, and the proliferation of arms in relation to terrorist

groups and their activities.

**Credits: 3**

### **PO 525 - Geoeconomics and Environmental Security**

This course examines the flows of production, distribution, and consumption of resources across borders. Environmental threats such as urbanization, resource extraction/usage, and climate change. The impact of international economic trends and state economic capabilities on security also is included.

**Credits: 3**

### **PO 530 - International Law and Security**

This course examines international legal issues related to state security. Special attention is given to role of law in international politics, the use of law as a tool for increasing national security, and recent debates about Just War Theory.

**Credits: 3**

### **PO 535 - Cybersecurity**

The growing impact of cyber efforts to promote and degrade state security is examined in this course. Special attention is given to the vulnerability of critical infrastructures, policies aimed at coping with cyber-attacks, and the economic impact of the theft of intellectual property.

**Credits: 3**

### **PO 540 - Future War**

An examination of future military conflict, the history of future war doctrine, and the impact of current conflict on notions of what trends exist in the conduct of war. An analysis of existing and predicted strategies to address future threats also is considered.

**Credits: 3**

### **PO 545 - Intelligence Collection and Analysis**

An introduction and overview of the role intelligence plays in the development and conduct of US national security policy. Topics include an overview of intelligence collection and analysis, the layout and jurisdiction of bodies making up the US Intelligence Community, the relationship of the US intelligence agencies to

those of other countries, and current operational tasks of these agencies (to the extent known publicly).

**Credits:** 3

### **PO 550 - Regional Security Issues**

The course analyzes the current and evolving security situation in five key regions in the international system: East Asia, Europe, the Middle East, South Asia, and Sub-Saharan Africa. The impact of state development and the role of international organizations in dealing with security issues in these areas will be included.

**Credits:** 3

### **PO 551 - Insurgency and Counter-Insurgency in a Social Context**

An introduction to the rational and sociological turns in the analysis of political violence with a special focus on insurgency and non-traditional war. Course topics to include an overview of state-of-the-art literature on political violence, the viability of insurgency groups, and the lessons learned during the Afghanistan and Iraq conflicts.

**Credits:** 3

### **PO 555 - Doctrine and Grand Strategy**

Overview of the history and current status of US military doctrine and national security policy. The course will include a history of US operational planning through the Cold War, the 1990s, the War on Terror, and current planning for potential conflict with great power rivals. Further, the course will relate doctrine to changes in US national security strategy under Presidents Clinton, Bush (43), Obama, and Trump. In addition, the course will introduce the concept of 'Grand Strategy' and summarize arguments for how the US should consider its security in terms of world order.

**Credits:** 3

### **PO 600 - Thesis**

First of two courses culminating in a Master's thesis. Students will be enrolled upon the approval of a prospectus and work with an assigned faculty member to complete a literature review and initial drafts of thesis chapters. This course will be graded "pass or fail".

**Grade** Pass or Fail

**Credits:** 3

### **PO 601 - Thesis II**

The second of two courses culminating in a Master's thesis. Students will work with a supervisor to complete a thesis and have it reviewed by said supervisor and the Program Director. The course will culminate with a viva voce to include the supervisor, the Program Coordinator, and an outside reader. This course is to be graded as fail, pass, or pass with distinction.

**Grade** Pass or Fail

**Credits:** 3

### **PM 690 - Integration, Scope, and Quality Management**

This course focuses on the processes and activities used by the project manager and team to identify, define, combine, unify, and coordinate project work, such as developing the project management plans. Further, special attention is given to the planning, executing, and controlling of project scope. Finally, students will learn the processes, policies, and procedures that must be implemented to meet the quality requirements.

**Credits:** 3

### **PM 691 - Time and Cost Management**

This course introduces students to the policies, procedures, and documentation required to plan, develop, manage, execute, and control the project schedule. In addition, learners will leverage the schedule baseline when creating the project budget. An important takeaway is the relationship between time management and cost management.

**Prerequisite(s):** PM 690

**Credits:** 3

### **PM 692 - Communications, Risk, and Stakeholder Management**

This course emphasizes the criticality of effective and efficient communications from the project manager to both internal and external stakeholders. In addition, stakeholder identification and engagement are examined relative to the communications strategy. Finally, the risk management process is evaluated to include risk planning, identification, analysis, and response planning.

**Prerequisite(s):** PM 690 and PM 691

**Credits:** 3

### **PM 693 - Human Resource and Procurement Management**

This course underscores the value of effectively managing human resources that are assigned to projects, with an emphasis on acquiring, developing, and managing project team members. In addition, learners are exposed to the procurement management knowledge area, which focuses on the processes required to acquire products, services, and results from external vendors.

**Prerequisite(s):** PM 690, PM 691, and PM 692  
**Credits:** 3

### **PS 523 - Introduction to Social Justice**

This course will introduce students to Industrial Organizational (I-O) Psychology and social justice literature and the interrelationship between the two. Students will begin to explore how I-O psychology can be used to create justice-centered organizations. Students will gain hand-on experience in identifying organizational needs and begin to formulate solutions to address those needs..

**Credits:** 3

### **PS 527 - Applied Research Methods**

This course will prepare students to use various research methods employed by Industrial Organizational (I-O) psychologists such as interviews, surveys, experiments, and quasi-experiments. Students will utilize statistical analyses and software, critical thinking, and inclusive thinking to evaluate and communicate findings.

**Credits:** 3

### **PS 567 - Critical Analysis I**

This course will be an introduction to statistical techniques including correlation, t-tests, ANOVA, MANOVA, and MANCOVA. Probability and Bayesian techniques will be examined. Students will use statistical software to analyze data using these techniques and utilize critical and inclusive thinking to communicate findings.

**Prerequisite(s):** PS 527 or consent of department chair/program coordinator

**Credits:** 3

### **PS 570 - Critical Analysis II**

This course will introduce students to statistical techniques including bivariate, multiple, and logistic regressions. A brief overview of factor

analyses, structural equation modeling, and meta-analyses will be provided. Students will use statistical software to analyze data using these techniques and utilize critical and inclusive thinking to communicate findings.

**Prerequisite(s):** PS 567 or consent of department chair/program coordinator

**Credits:** 3

### **PS 602 - Organizational Leadership**

This course will concentrate on organizational leadership, specifically focusing on leadership theories, ineffective/counterproductive leadership, developing leaders, and incorporating social-justice based leadership. Students will create a leadership development plan to cultivate their own leadership skills.

**Credits:** 3

### **PS 609 - Personnel Psychology**

This course will explore elements of a job including: selection tools, cognitive and non-cognitive factors to perform tasks, and the legal context of employment decisions. Students will gain hand-on experience in job analysis, a central task of I-O psychologists.

**Credits:** 3

### **PS 616 - Organizational Dynamics and Ethics**

In this course students will review organizational theory, including culture, climate, change management, and organizational development in addition to an extensive review on organizational teams. Each level of analysis will explore organizational ethics and pro-social I-O work.

**Credits:** 3

### **PS 622 - Training and Performance**

In this course students will learn how to design training programs, how to conduct training, and how to evaluate training programs based on learning and organizational theories. Students will critique real-world training and talent management programs and discuss legal aspects of training.

**Credits:** 3

### **PS 626 - Individual Assessment**

In this course students will review individual assessment models, conduct myriad assessments, provide detailed feedback and make career

recommendations based on assessment results.

**Credits:** 3

### **PS 670 - Organizational Attitudes and Behavior**

This course considers employee attitudes, emotions, and behavior at work and the complex relationship among those factors. An emphasis will be placed on why individuals work, what motivates employees, what helps employees cope with work stress, and burnout.

**Credits:** 3

### **PS 699 - Internship**

This course is for students who will work individually with an I-O Psychologist in the business, consulting, or government sector to apply scholarly knowledge to real world problems. Three (3) internship hours are required though up to six (6) can count toward graduation. No more than three credits will be allowed from one organization. Internship sites and supervisors must be approved by the department chair/program coordinator prior to enrollment.

**Credits:** 3-6

### **PA 501 - Public Affairs Concepts and Theory**

This course provides an introduction to the field of public affairs and to the current problems in the area. Public affairs will be related to concepts of organizational theory and organizational behavior with an emphasis on the special nature of public organizations. The emphasis areas of the MPA program and their interrelationships will be explained.

**Credits:** 3

### **PA 503 - Emerging Issues in Public Affairs**

The course analyzes a selected current issue in the field of public affairs. This course will be offered when need and interest are present. The topic of the course will vary.

**Credits:** 1 to 3

### **PA 504 - Independent Study in Public Affairs**

This course consists of a prescribed program of study with provision for interaction between a student and a Park University faculty member, and may be used to replace integration courses. A

three-credit hour PA 504 may also be taken in conjunction with an approved internship to fulfill the pre-service student internship requirement and will be used to replace the cross-sector course in these cases. The course may be taken twice.

**Prerequisite(s):** *Permission of the civic leader and MPA program director; prerequisite for PA 504 with an internship: 24 credit hours, including completion of PA 501*

**Credits:** 1 to 4

### **PA 509 - Leadership Development and Organizations**

This highly interactive course, grounded in organization theory, examines organizations from a cross-sector perspective. The inherently contradictory nature of organizations and the leadership competencies associated with these contradictions are explored, using organizational effectiveness frameworks. Students embark on developing managerial leadership competencies associated with organizational effectiveness criteria.

**Credits:** 3

### **PA 512 - The Environment of Public Organizations**

This course provides a study of the inter-relationships between public organizations and their internal and external environment, including its global dimensions. The environments will also be analyzed as the framework for the demands and supports facing public organizations, with special emphasis on ideas of citizen participation, inter-governmental relations and political influence. The mutual relationships between politics and administration will be stressed, including issues of contracting out and privatization.

**Credits:** 3

### **PA 513 - Policy Development, Evaluation and Impact for Organizations**

This course examines the evaluation of the output of public organizations, the criteria and methodology of the evaluation. It also explores how public policies impact on the environment and the role of these outcomes for future actions of public organizations. The relationship of evaluation to monitoring performance will be analyzed.

**Credits:** 3

**PA 542 - Social Policy**

This course examines policies intended to address community needs and how the policies get set. Students review community needs, organizations, services and inter-organizational arrangements designed to implement policies in such areas as social welfare, health and mental health, employment and training, crime prevention and cultural endeavors. The role of individual values and responsibility, as well as the mobilization of community efforts to address problems, paying attention to their global implications, are explored.

**Credits:** 3

**PA 543 - The Nonprofit and Nongovernmental Sectors**

This course reviews the role and functions of the philanthropic and nonprofit sector, including history and trends in the field, and the legal and regulatory environment. The relationship of the nonprofit sector to the public and business sectors is examined, with attention to the related role of public and for-profit entities in delivering community services. *PA 543 may only be taken by students operating under a previous degree plan or taking it as an elective for the Certificate in Nonprofit Leadership. Certificate students should contact their advisor before enrolling in this course.*

**Credits:** 3

**PA 545 - Management of Nonprofit and Nongovernmental Organizations**

An overview of management principles and practices, with the common and distinctive elements of nonprofit management compared to that of public and business organizations in the U.S. and to civil society and non-governmental organizations in the global context. Different approaches within nonprofit management are viewed historically and in current practices. Critical nonprofit functions are emphasized, such as nonprofit incorporation and regulation, the nature of governance processes, marketing to multiple stakeholders, variations in the mix of services and funding sources, and the use of volunteers. Ethical relationships and the impact of technology within the nonprofit organization are also examined.

**Credits:** 3

**PA 563 - Personnel Systems of Public Organizations**

This course examines the operations of a personnel system with special emphasis on problems of collective bargaining, performance appraisal, training and supervision. Personal development will be emphasized together with diversity as essential concerns of the organization.

**Credits:** 2

**PA 564 - Budgeting and Finances of Public Organizations**

This course presents current problems in budgeting, accounting and auditing. Special emphasis will be given to the various theories of budgeting and to the role of budgets in planning and performance measurements.

**Credits:** 3

**PA 593 - Financing Nonprofit/Community Services**

This course provides an examination of alternative funding sources for community and nonprofit services, and the optimal mix of funding sources for a given service and clientele. A variety of fundraising methods are reviewed, as well as organizational characteristics and capabilities which contribute to successful fundraising. Attention is given to non-monetary resources such as in-kind contributions of goods and services, and cooperative ventures. *Two-credit offering only for those students operating under a previous degree plan requiring two (2) credits for this course.*

**Credits:** 3

**PA 594 - Financial Management for Nonprofit/Community Organizations**

This course surveys of methods for budgeting income and expenses; financial recordkeeping; laws and regulations; and tax provisions governing financial management controls, cost analysis, financial reports and preparation for audits. *Two-credit offering only for those students operating under a previous degree plan requiring two (2) credits for this course.*

**Credits:** 3

**PA 599 - Virtual Local Government**

Through a virtual platform in this course, a local government is created by students using the core concepts of public administration and urban



policy. Students recommend public management and urban policy approaches to design an innovative and vibrant community. These combine methods of strategy, structure, project management, public private partnerships, infrastructure and citizen engagement used in local government.

No

**Credits:** 3

### **PA 600 - Ethical Foundations of Authority and Responsibility**

This course examines fundamental ethical theories, issues, strategies and dilemmas in public service as they relate to issues of power, authority and responsible decision-making in organizations.

**Credits:** 3

### **PA 601 - Research Methods and Data Analysis**

This course provides an examination of various research methodologies and appropriate statistical applications, relevant for public-sector and nonprofit administrators. A focus will be on the presentation and interpretation of empirical research findings.

**Credits:** 3

**History:** PA 502 and PA 508

### **PA 602 - Seminar in Public Affairs**

PA 602 is the capstone seminar of the MPA program. Conducted as a graduate seminar, this course addresses correlation of the academic and practical experiences of the degree candidates to their responsibilities as professionals in a democratic society. Each student prepares a series of papers and/or presentations that emphasize various expectations to be faced in professional work, such as case analysis, critique, evaluation, implementation, research and proficiency in U.S. Constitutional issues.

**Prerequisite(s):** 27 hours academic credit, including completion of PA 501. Students will not be able to enroll in PA 602 while they are enrolled in PA 501 or while they are finishing the requisite 27 credit hours. Students are advised to take these two courses early in their programs; failure to do so may result in delay of degree completion and graduation.

**Credits:** 3

### **PA 630 - Comparative Criminal Justice Systems**

This course will discuss the management and administration of criminal justice systems in various jurisdictions in the United States and globally. In this course, students will explore concepts of criminality through a sociological perspective and will discuss similarities and differences in criminal justice systems around the nation and world.

**Credits:** 3

### **QM 684 - Principles of Quality Management**

This course provides an overview of Quality Theorists and their contribution to the field. Quality Management resulted mainly from the work of American quality gurus such as Joseph Juran, W. Edwards Deming, Phillip Crosby and Armand Feignbaum; and Japanese quality such as Kaoru Ishikawa, Genichi Taguchi, and Shigeo Shingo. In addition, quality systems and processes are assessed and evaluated. Topics include managing a quality improvement effort, tools, applications (TQM and Lean Six Sigma), metrics, benchmarking, best practices, and ethical practices.

**Credits:** 3

### **QM 685 - Innovative Techniques in Quality Management**

This course provides a proven method to apply innovation to achieve successful quality outcomes. This course will integrate innovative principles and techniques of Design for Six Sigma, creative techniques for innovation, and quality management applications. In addition, change management principles and data-centric decision-making will provide a successful method for beginning to change the culture of the organization.

**Prerequisite(s):** QM 684

**Credits:** 3

### **QM 686 - Innovative Project Management**

This course provides a cadre of agile, disciplined, and transformational tools and processes for improving innovation opportunity outcomes and achieving sustained innovation project success. Provides future organizational leaders and decision-makers with a responsive and proven methodology for making time-sensitive and fact-

based decisions on innovation opportunities.

**Prerequisite(s):** QM 684 and QM 685

**Credits:** 3

### **QM 687 - Collaborative Innovation Strategies**

Innovation on a corporate scale does not just happen; it is planned and executed by management. Management must see the value in innovating the way they operate, communicate, and carryout decisions. This course prepares the student to facilitate innovation within the organization or business. Innovation strategy consists of cultural and environment assessment, diagnostics, opportunities identification, implementation strategies and processes.

**Prerequisite(s):** QM 684, QM 685, and QM 686

**Credits:** 3

### **SW 500 - Social Work and Social Welfare**

This course provides students with an awareness of the rich traditions and history of the social work profession. It examines social work roles in many fields of practice. Students learn the Social Work Code of Ethics and the six core values that guide and direct social work interventions. The course provides the foundation for all other graduate social work courses through its emphasis on learning and applying the nine core competencies of social work practice. SW 500 integrates with Field Education where students observe and participate in the application of social work interventions. This course assesses Social Work EPAS Competencies 1, 2, 5, 6.

**Credits:** 3

### **SW 510 - Policy Analysis and Policy Practice**

This course introduces students to the major social welfare policies and programs of the United States today, and it examines the historical circumstances which gave rise to those social welfare programs and the social work profession. Existing policies are critically examined, and attention is given to strengths-based methods by which social policies might be influenced to better meet human needs and promote social justice. The Nine Core Competencies as set forth in the 2015 CSWE accreditation standards are infused throughout this course. Emphasis is placed upon engagement

in policy practice and advocacy with the end goal of participating in positive social change.

Students will demonstrate the ability to engage in policy analysis and practice and identify the actions needed for change, and identify emerging social trends in order to provide relevant social welfare services. This course assesses Social Work EPAS Competency 5.

**Credits:** 3

### **SW 520 - Human Behavior in the Social Environment I**

This course examines multiple theoretical foundations to provide a deeper understanding of the nature of human behavior in the social environment. SW 520 examines the dynamic interaction of the individual and her/his social environments across the life span. SW 520 examines the biological, social, psychological, spiritual, cultural forces that impact human behavior from infancy through young adulthood. This course assesses Social Work EPAS Competencies 1,4,6,7,9.

**Credits:** 3

### **SW 530 - Generalist Practice I**

This course is the first generalist practice course in the two course practice sequence. The focus is on the values, knowledge and skills required for effective generalist social work practice across a wide range of settings with individuals, families and groups. Emphasis will be placed on understanding and being able to implement all 9 EPAS Competencies as set forth by the Council on Social Work Education (2015). Additionally, this course will address core functions of Strengths-Based, Person Centered practice that are not included as CSWE competencies including Collaborative Planning, Implementation through advocacy and linkage, Monitoring, Supportive Counseling, and Graduated Disengagement. This course is taken concurrently with SW 540 Generalist Field Education I, and is designed to integrate classroom learning with concrete expression of generalist practice in actual helping situations. This course assesses Social Work EPAS Competencies 1-9.

**Credits:** 3

### **SW 540 - Generalist Field Education I**

Field Practicum experience where concepts learned in the classroom are applied in social work settings in the community. Students, in

consultation with the Director of Field Education, are placed in an agency where they receive mentoring and instruction from an experienced MSW practitioner. Students work closely with their classroom instructor, the faculty liaison, and the field instructor to develop their Field Learning Education Plan (FLEP). In this course, students become aware of the importance of the agency mission and purpose, organizational culture, policies and procedures, sources of funding, etc. they also begin working with individuals, families and groups under the supervision of the practicum instructor and/or other professionals at the agency. The foundation year practicum focuses on the development of knowledge, values, skills, and cognitive and affective processes in generalist practice. This class assesses the Social Work EPAS competencies 1-9.

**Credits:** 3

### **SW 550 - Social Work Research**

This course prepares students to engage in the rigorous and systematic examination and evaluation of the social work planned change process. Students learn the nature and purpose of research. They study research design and methodology. Students learn the importance of formulating research questions that are guided by the mission, purpose, values and goals of the profession. Students will examine the relevance of Applied Research and collaborative, Participatory Action Research (PAR). Students learn how to become critical consumers of published research and they become aware of the importance of evaluating the effectiveness of their own interventions and contributing to the growing body of social work knowledge. This class assesses the Social Work EPAS competency 4.

**Credits:** 3

### **SW 560 - Human Diversity and Social Justice**

This course provides a foundation of knowledge for more effective social work practice with a diversity of individuals and groups. It explores the background, worldview and special needs of groups which vary in such respects as race and ethnicity, religion, gender, disability, sexual orientation, and age. The nine competencies as set forth in the 2015 CSWE accreditation standards are infused throughout this course. Emphasis is placed upon engaging

diversity and difference in practice and advocacy in advancing human rights and social and economic justice. Students will demonstrate the ability to: identify how diversity shapes the human experience and is critical to the formation of identity; recognize, define and decrease systemic oppression; utilize self-reflection to effectively engage in culturally competent practice to influence domestic and global social justice change. This course assesses Social Work EPAS Competencies 1,2,5,6.

**Credits:** 3

### **SW 570 - Human Behavior in the Social Environment II**

This course expands and builds upon the theoretical framework explored in SW 520. Theories of human behavior as they relate to mid-life and aging are addressed. Students are introduced to the impact of life experiences such as trauma, military service, loss, experiencing divorce, and issues relating to retirement and chronic illness. Students are challenged to think more critically about how attention to multiple theories and experiences influences their ability to engage, assess, intervene and evaluate their work with individuals, families, organizations and communities. This course assesses Social Work EPAS Competencies 1,4,7,9.

**Credits:** 3

### **SW 580 - Generalist Social Work Practice II**

This course introduces students to knowledge and skills for social work practice with organizations and communities. The course includes an introduction to organizational management, acquiring grants for program funding, strategies for organizational change, and the experience of working in an agency setting under supervision. Community practice also includes an introduction of community change strategies and methods of advocacy. Students are expected to integrate knowledge of research, policy, practice and theory in the development, implementation, evaluation, and dissemination of their Organizational Transformation Project (OTP). All nine CSWE competencies are to be reflected and addressed in this project. Additionally, this course will address core functions of strengths-based, person centered practice that are not included as CSWE competencies including collaborative planning, implementation through advocacy and

linkage, monitoring, supportive counseling, and graduated disengagement. This course is taken concurrently with SW 590 Generalist Field Education II, and is designed to integrate classroom learning with concrete expression of generalist practice in actual helping situations. This course assesses Social Work EPAS Competencies 1-9.  
**Credits: 3**

### **SW 590 - Generalist Field Education II**

This course continues with the experiential learning in the first field education course, SW 540. In SW 540, students are expected to demonstrate more self-directed learning and autonomy as they have become assimilated into the agency. Students in SW590 continue to document their experience in reflecting the behaviors that demonstrate knowledge, values, skills, cognitive and affective processes related to each of the nine social work competencies. In addition, students are expected to complete their OTP intervention at the agency and to present the results of their project at an agency in-service. This course assesses Social Work EPAS Competencies 1-9.  
**Credits: 3**

### **SW 600 - Bridging Practice, Theory, Policy and Research**

SW600 is designed to reinforce, augment and supplement learning achieved on the baccalaureate level of social work education. The course will integrate knowledge, values and skills across four essential content areas; 1) Policy Practice, 2) Theories of Human Behavior, 3) Research Informed Practice & Practice Informed Research, and 4) Multi-Level Generalist Social Work Practice. Infused throughout the readings, discussions and assignments in this course are the nine competencies of social work practice as set forth by the Council on Social Work Education (CSWE, 2015). Students are expected to demonstrate growth in identifying as a professional social worker. They are expected to identify conflicts and ethical dilemmas and to apply a systematic framework to respond effectively in such situations. Students will be expected to articulate the philosophical and professional values related to the Strengths Perspective and Recovery Oriented practice. Finally, this course will challenge students to continue to identify issues related to structural oppression, exclusion, discrimination,

and income inequality. This course assesses Social Work EPAS competencies 1-9.  
**Credits: 3**

### **SW 610 - Advanced Practice I**

In SW610, students learn a wide range of therapeutic interventions designed to promote goal attainment and the well-being of individuals, families, groups, and communities. Students learn that effective advanced social work practice is guided & informed by theoretical frameworks, treatment models, practice behaviors, agency mission, policies, and requirements of funding sources. Although the course sequence begins with theories, frameworks, and models that can be used on a personal or family level of social work practice, as the course progresses, approaches will be applied to all three levels, personal (micro), agency (mezzo), and community (macro). This course equips students with a wide range of knowledge and skills related to engagement, assessment, intervention, and evaluation, to expand on practice skills learned at the generalist level. Students are expected to develop autonomous practice, to utilize critical thinking & reflection, and to function as an effective team member, as they expand awareness of conscious use of self in the social work helping partnerships. This course will include active discussions of values, ethics & practice behaviors, and students are expected to move beyond identifying ethical dilemmas, to planning and implementing strategies which effectively resolve these dilemmas. This course assesses Social Work EPAS competencies 1-9.  
**Credits: 3**

### **SW 615 - Social Work in Behavioral Health**

As defined by SAMHSA (2011), behavioral health is a "state of mental/emotional being and/or choices and actions that affect wellness." However, more specifically related to this course, behavioral health is a term which addresses issues in mental health, substance use, and addictions. The concept of behavioral health encompasses a continuum of prevention, intervention, treatment, and recovery support services. As the largest group of providers of mental health services, social workers comprise 60% or more of the mental health workforce (National Association of Social Workers, 2000). Social Work in Behavioral Health will provide the historical and political context of behavioral

health and mental health care. The impact of substance use, gambling and eating disorders on individuals, families and communities will be explored. Lifespan issues that inform work with older adults and families and hospice policies and practices will be introduced. Students will identify the local, state, national and global policies that impact service participants and practice advocating for policy changes to promote improvements of the well-being of individuals, families, organizations and communities. The multidisciplinary nature of behavioral health practices will emphasize the need for social workers to develop collegial skills and practice effective ethical teamwork with psychiatrists, substance use professionals, nurses and physicians to name a few. The medical model, especially as it relates to diagnosing mental disorders and substance use, will be juxtaposed with the strengths perspective as students develop their conceptual framework for professional social work practice. This course assesses Social Work EPAS competencies 3, 5, 7, 8.

**Credits:** 3

### **SW 620 - Gerontological Social Work**

Aging service participants provide a unique practice focus for social workers. Gerontological social work examines the growing role for autonomous social work practice in working with elderly individuals and their families. This course provides examination of the literature with focus on theory and research, personal and family transitions, experiences in mid-to-late life and their impact on adults and their family relationships. Students review current policies relating to assisting elders to "age-in-place" and maintain quality of life and social well-being in the least restrictive environment possible. The learning in this course will be closely aligned with the practice experiences in the field setting. Students gain a fuller understanding for programs and policies such as the Older American's Act, Medicare, Medicaid and various other issues relating to Elder Law. This course assesses Social Work EPAS competencies 1,3,5,8.

**Credits:** 3

### **SW 621 - Military Social Work**

This course provides a historical framework of the social work collaborative practice with military members and their support networks. Delineation regarding the unique

challenges for members of the military, their families, veterans of both war and peace time, and persons who have suffered wounds or other extremes during military service, such as imprisonment during a war or conflict, military sanctions, or abuse, will be delivered. Policies that impact working with military members will be another focus of study, including the implementation and repeal of "Don't ask, don't tell, don't pursue," multiple deployments, the GI Bill® benefits, and limitations of adequate VA services compared to the immense needs of wounded veterans. Students will demonstrate understanding of the impact of related policies on individual service participants and families. In this class students will learn the importance of understanding military culture/s, treating military service participants with respect, attention to the importance of confidentiality, and strict adherence to the practice protocols that ensure confidentiality. This course assesses all Social Work EPAS Competencies (1-9).

**Credits:** 3

### **SW 622 - Social Work with Children and Families**

The major focus of this class is on social work in the settings of child welfare, education, and children's behavioral health and social wellbeing. Because children primarily reside in family settings, an emphasis will also be placed on families, family dynamics, and family interventions. Students can expect content focusing on school social work; special education; adoption and foster care; the history of societal responses to child abuse and neglect; recent federal legislation surrounding children's issues; recent research about child-focused programs and practices; the history of deinstitutionalization of children's services; common children's mental health diagnoses; commonly prescribed medications and the controversy of overmedication in children, recent federal legislation regarding the system of care; innovative and research based community based programs; current interventions and treatment modalities used with children and families (e.g. play therapy, CBT, narrative therapies, art therapy, experiential therapy, family-directed structural therapy, and solution-focused therapies); parenting strategies; issues surrounding divorce; and the implications of all of these issues for culturally competent direct practice. This course emphasizes an

ecological and strengths perspective. Several issues that apply across all systems are also addressed. These include the tensions between a child focus and a family focus, pros and cons of various ways of organizing and financing services, the philosophy of least restrictive alternative, resiliency, culturally competent practice, and the importance of fairly and accurately measuring outcomes. This course assesses Social Work EPAS competencies 5, 6, 7, 8.

**Credits: 3**

### **SW 630 - Program Evaluation and Grant Writing**

This course provides students with the knowledge and skills to analyze how programs designed to promote social well-being of people organize, deliver, and assess the effectiveness of the services and interventions. This course emphasizes the grant writing process, with the overall purpose of teaching the student to unpack each component through critical analysis of program development and implementation. The course provides the students with a deeper awareness of the important relationships between funding sources and the manner in which programs conduct daily activities. Students learn models of organizational change and also examine the factors related to successful dissemination of innovations in human service programs. This course assesses Social Work EPAS competencies 4 and 9.

**Credits: 3**

### **SW 640 - Current Diagnostic Trends: Integrating the DSM-5 with the Strengths' Perspective**

This course provides students with a deeper understanding of the process of diagnosing mental disorders utilizing the latest framework as described in the Diagnostic and Statistical Manual, fifth edition, 2013 (DSM-5). Students learn the characteristics related to specific Behavioral Health diagnoses. In addition, students are challenged to integrate the psychopathological perspective with the Strengths Perspective. Students learn the importance of generating accurate diagnosis while at the same time attending to the person's uniqueness, social context, issues of poverty, discrimination and exclusion that contribute to their sense of social well-being, health and connectedness. This course is organized around the DSM-5 as it is the major diagnostic

framework used in mental health systems. The focus will be on major affective, cognitive, anxiety, trauma, alcohol and drug, and personality disorders that graduates are likely to encounter in behavioral health social work practice. The limitations and controversies related to the use of the DSM-5 will be supplemented by the strengths assessment and will assist students in furthering their critical thinking skills. The course assesses Social Work EPAS Competencies 1,2,7,8,9.

**Credits: 3**

### **SW 650 - Advanced Field Education I**

This course focuses on students' ability to integrate classroom learning with practice application in the field setting at the specialized level. Students collaborate with the Director of Field Education, classroom instructors, the MSW faculty liaison, and the agency based MSW Field Instructor, to identify & document practice behaviors that reflect the knowledge, values, skills, and cognitive and affective processes that are the essence of the nine competencies. These activities are recorded on the Field Education Learning Plan (FLEP). In order to promote the real time integration of knowledge and skills, students are required to take SW650 concurrently with SW 610, Advanced Social Work Practice I. In this course students are expected to become familiar with the policies and procedures of the host agency. They are expected to gain a deeper understanding of the organizational culture as well as to be able to articulate the mission and purpose of the agency as these relate directly to agency goals. Students are expected to take an active role in their learning experience and advocate for a wide range of learning opportunities as the aim towards autonomous social work practice. The course assesses Social Work EPAS Social Work Competencies 1-9.

**Credits: 3**

### **SW 660 - Advanced Practice II**

This course builds upon the knowledge and skills covered in Advanced Practice I Course (SW 610). Advanced Practice II is designed to increase students' skills in engagement, assessment, intervention, & evaluation of individuals, families, and groups. Skills in written & oral presentation of assessments, treatment plans, interventions and evaluations of service participants are emphasized. Class sessions will

focus on specific problems and intervention models, including loss & grief, cognitive behavioral therapy, strengths-based, and solution-focused interventions, family treatments, group interventions, integrated behavioral health, emotional regulation, adversity and spiritual transformation, and developing a professional practice. Specialist advanced practice and ethical strategies are taught in the classroom, applied in Field Education II, and Field Practicum. Attention to cultural humility and diversity are accentuated. Students will be expected to expand their understanding about working with vulnerable populations, characteristics of vulnerable populations, risk factors, engagement, assessment, interventions with particular populations, & evaluation of treatment outcomes. The course assesses Social Work EPAS Competencies 6-9.

**Credits:** 3

### **SW 670 - Leadership, Supervision and Entrepreneurial Opportunities in Social Work**

This course prepares students for the changing context of specialized social work practice by preparing students to become supervisors, managers, leaders, and entrepreneurs in the field. Students will explore their strengths in order to identify an area of specialty, or niche in social work practice. Students will gain an understanding of their leadership style as it pertains to working in supervisory roles in organizations and communities. Students will become familiar with all aspects of establishing their own business or private contracting practice. This course assesses Social Work EPAS competencies 1, 6.

**Credits:** 3

### **SW 680 - Advanced Field Education II**

This course continues learning experiences for specialist advanced social work practice in field education. This course will focus on integration of the social work behaviors that reflect the knowledge, values, skills, cognitive and affective processes reflected by the nine competencies of social work practice. Students take this course concurrently with SW 660: Advanced Practice II. This course focuses on students' ability to integrate classroom learning with practice application in the field setting at the specialized level. Students collaborate with the

Director of Field Education, classroom instructors, the MSW faculty liaison, and the agency based MSW Field Instructor, to identify & document practice behaviors. These activities are recorded on the Field Education Learning Plan (FLEP). In this course students are expected to become familiar with the policies and procedures of the host agency. They are expected to gain a deeper understanding of the organizational culture as well as to be able to articulate the mission and purpose of the agency as these relate directly to agency goals. Students are expected to take an active role in their learning experience and advocate for a wide range of learning opportunities as the aim towards autonomous social work practice. This course assesses the Social Work EPAS competencies 1-9.

**Credits:** 3

### **SW 690 - Integrative Seminar**

This course is the capstone experience in the Master of Social Work program, and critically links field education into the course work. Beginning in the fall semester, students develop their plan to complete their Integrative Seminar project (ISP). In the first semester students utilize the knowledge and skills gained in each class to conduct a search of scholarly literature to inform the development of the ISP question. They then explore the literature to locate an evidence based intervention designed to promote a positive outcome. Students conduct the intervention, gather data, analyze the data, and discuss implications for social work practice, research, policy and education. Students are expected to disseminate the results of their ISP by writing a 15-18 page scholarly paper. Students are also expected to disseminate the results of their ISP at their Field Agency or at the Social Work Spring Colloquium in April. Through this Integrative Seminar Project, students are expected to demonstrate how their knowledge of the 9 competencies informs and directs the process. This course assesses Social Work EPAS competencies 1-9.

**Credits:** 3

# CORE VALUES

## THAT GUIDE OUR ACTIONS:

- We expect **ACCOUNTABILITY** for our actions at all levels, to each other and to Park University.
- We treat all with **CIVILITY** and **RESPECT** while being open and honest in our communication.
- We seek **EXCELLENCE** in all we do, with passionate learning as our highest priority.
- We celebrate **GLOBAL CITIZENSHIP** through our connected learning and working environment, liberal arts education and community stewardship.
- We embrace **INCLUSIVITY** that fosters diversity, teamwork and collaboration.
- We act with **INTEGRITY** through honesty, efficiency and reliability.



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