



Ashford
UNIVERSITY®

Catalog Supplement
2016-2017

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Master of Information Systems Management

Effective 11/30/16

Degree Focus

The Master of Information Systems Management (MISM) program focuses on efficient management of information technology and effective business integration. The MISM degree will assist graduates in managing information flow within organizations and leveraging technology to facilitate operational excellence. Students examine foundational elements, such as strategic technology planning, technology operations, and data management, and incorporate core technical knowledge for managing wider technology functions and processes in organizations. In certain courses, students apply what they have learned using a virtual lab. The MISM degree prepares students for employment in fields that leverage data analysis and information technology. Students may select from one of three specializations in the program: Business Intelligence, Project Management, or IT Organizational Management and Leadership. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/omism.

Special Terms and Conditions: *Successful completion of this program by itself does not provide licensure or certification in any state, regardless of concentration or specialization. Students seeking industry certification are strongly encouraged to carefully research the requirements prior to enrollment. Ashford University does not guarantee that any professional organization will accept a graduate's application to sit for any exam for the purpose of professional certification.*

Program Outcomes

Master of Information Systems Management graduates will be able to:

1. Assess business needs and appropriate technological solutions using analytical and critical thinking.
2. Evaluate the interrelationships between user needs, business goals, and technology solutions.
3. Apply strategic planning methods for long term technological solutions.
4. Integrate dynamic business data demands using ease-of-use technology solutions.
5. Apply effective project management business technology management, and budgeting models to enterprise issues.

Program-Specific Requirements

The Master of Information Systems Management (MISM) program is available only to applicants who are utilizing the Leader Development Grant (LDG) or Ashford University Employee Tuition Benefit (ETB). Federal student financial aid, such as U.S. Department of Education (DoE) Title IV aid and U.S. Department of Defense (DoD) Tuition Assistance (TA), is not currently available for any student enrolled in the MISM program. Ashford University does not know when the MISM program will be approved for federal student financial aid.

Students who have successfully completed undergraduate or graduate-level coursework in management information systems, information systems or computer science with a grade of “B-” or higher within the last ten (10) years will be exempt from ISM 500 Introduction to Management of Information Systems.

Students who have successfully completed undergraduate or graduate-level coursework in computer programming with a grade of “B-” or higher within the last ten (10) years or who have earned a certificate in computer programming/coding from a recognized non-traditional training provider (e.g. coding bootcamp, etc.) within the last ten (10) years will be exempt from ISM 510 Introduction to Computer Programming for Business Applications.

Prerequisite Requirements (6 credits)

- *ISM 500 Introduction to Management of Information Systems (3 credits)
- *ISM 510 Introduction to Computer Programming for Business Applications (3 credits)

Core Requirements (27 credits)

- BUS 600 Management Communications with Technology Tools (3 credits)
- OMM 622 Financial Decision Making (3 credits)
- INF 630 Systems Analysis and Design (3 credits)

- ISM 640 Computer Networking and Telecommunication Design (3 credits) *Prerequisites: BUS 600 and INF 630*
- ISM 641 Database Design and Management (3 credits) *Prerequisites: BUS 600 and INF 630*
- ISM 642 Information Security and IT Governance (3 credits) *Prerequisites: BUS 600 and INF 630*
- ISM 643 Leadership in Business Systems Development (3 credits) *Prerequisites: OMM 622 and ISM 641*
- ISM 644 Legal and Ethical Issues in Technology (3 credits) *Prerequisites: OMM 622 and ISM 642*
- ISM 645 Information Technology Strategic Planning (3 credits) *Prerequisites: OMM 622, ISM 642 and ISM 643*

*Students who waive ISM 500 or ISM 510 are required to take 39 total program credits in order to meet graduation requirements. Students who waive ISM 500 and ISM 510 are required to take 36 total program credits in order to meet graduation requirements.

Specialization Requirements (9 credits)

Business Intelligence Specialization

- ISM 680 Big Data Applications (3 credits)
- ISM 681 Business Intelligence Systems (3 credits)
- ISM 682 Advanced Data Management and Acquisition Capstone (3 credits)

IT Organizational Management and Leadership Specialization

- OMM 640 Business Ethics and Social Responsibility (3 credits)
- BUS 661 Leading Organizational Change (3 credits)
- ISM 670 IT Organizational Management and Leadership Capstone (3 credits)

Project Management Specialization

- ISM 650 Information Systems Project Methodologies I (3 credits)
- ISM 651 Information Technology Methodologies II (3 credits)
- ISM 652 Project Management Capstone – Strategic Project Management (3 credits)

Graduation Requirements

To be eligible for the Master of Information Systems Management degree, a student must successfully complete the following:

- The approved program consisting of 42 credits; and
- A minimum cumulative grade point average of 3.00 in all coursework attempted at the University.

The degree will be noted on the transcript as a Master of Information Systems Management.

Note: The date of degree conferral recorded on the student's transcript and diploma will reflect the date the student completes all academic degree requirements. However, release of transcripts, diplomas, and verifications for degrees awarded are contingent upon submission of the Petition to Graduate form, payment of the graduation fee, and payment of any outstanding balances with the University

Course Descriptions

(new or revised only)

Please see the [Course Descriptions](#) section in the Online Catalog for course descriptions not listed below.

ACC 610 Advanced Federal Taxation (3 credits)

This course is an introduction to federal taxation for entities other than individuals. Topics include structure, regulations, administration and compliance of federal taxation in the U.S. from the perspective of corporations, partnerships, S corporations, trusts and estates.

~~This course explores advanced managerial and cost accounting topics as they relate to problem solving skills for managers. Topics include activity based costing, activity based management, cost of quality, theory of constraints related to capacity planning and new emerging practices that support management decision making.~~

COM 370 Intercultural Communication (3 credits)

This course integrates the use of advanced communication techniques into a variety of contexts shaped by socially and culturally constructed distinctions between and among individuals and groups. Topics include intercultural, multicultural, international, and inter-gender communications.

COM 223 Persuasion in Communication (3 credits)

Students learn to analyze and evaluate persuasive messages and determine which contribute to effective and non-effective persuasion. Students formulate persuasive arguments and learn to deliver those arguments effectively, in a variety of forms. This course examines the purpose and function of research in supporting elements of persuasion and the need to understand receiver variables.

ECE 353 Cognitive Development of Infants & Young Children (3 Credits)

~~Gain knowledge of cognitive and brain development in children from birth to eight years of age. The variations in rates of cognitive development and the impact on development in other areas will be explored throughout the course. Students will apply this knowledge to designing programs to meet the needs of children with varying needs and abilities.~~

Students examine the theoretical frameworks related to cognitive development in children providing them with a foundational understanding of the theories of brain development. Using that foundation, students evaluate the relationship between cognitive development and the developmental domains in children and the influences on brain development. Additionally, students analyze how environment and genetics impact brain development and cognitive functioning and evaluate the educational and societal implications for children in the context of cognitive development and functioning. Throughout the course, students also synthesize their learning from the course to develop strategies and techniques in their work with children in a variety of educational settings to promote optimal cognitive development.

ECO 408 Managerial Economics (3 credits)

~~This course is designed to provide a solid foundation of economic understanding for use in managerial decision making. The course offers an intuitive non-calculus based treatment of economic theory and analysis. A variety of examples is used to illustrate the application of managerial economics to diverse practical situations.~~

~~The role that economic analysis plays in that process is emphasized throughout this course. Prerequisite: ECO 204.~~

This course will focus on the application of economic principles and analyses to contemporary business problems and managerial decision making. Emphasis will be given to price and production decision making for profit maximization, investment decision making for a new project, strategic decision making in various business situations, and decision making with risks and uncertainty. Prerequisite: ECO 204.

EDU 601 Promoting Student Success in the Online Learning Environment (3 Credits)

This course covers the basic tools needed for student success in an online learning environment. Topics include communication, collaboration, and software skills required to succeed in online learning. Also covered are instructor and student responsibilities and expectations, as well as potential roadblocks to success. Tools and techniques for organizing, prioritizing, and completing course tasks are discussed. Finally, instructional methods for guiding students and evaluating student progress in online courses are also addressed. Prerequisite: ~~EDU 600~~ EDU 602.

EDU 602 Assessing Knowledge & Skills in the Online Learning Environment (3 Credits)

This course examines approaches that assess student knowledge and skills in the online learning environment. Directed instruction, or objectivism, is compared and contrasted with constructivist or inquiry-based learning and assessment theories. Traditional assessment strategies are discussed as applied in directed instructional models of online learning. Nontraditional assessment approaches are explored in constructivist models, such as group products, web pages, multimedia projects, student portfolios, and student projects graded by self-report assessment instruments and rubrics. This course will focus on the use of discussions, pre- and post-testing, writing activities, graded assessments, self-grading assessments, and hands-on projects on student learning and assessment. Prerequisite: ~~EDU 601~~ EDU 600.

ELL 240 Linguistically & Culturally Diverse Learners (3 credits)

This course explores strategies and techniques to support the success of language and culturally diverse students. The values, customs, and communication styles of cultural groups and their implication for teaching are considered. Research-based instructional approaches to developing English learner literacy will be examined. ~~This course may have a travel abroad component.~~

ENG 303 Survey of Shakespeare (3 Credits)

An in-depth study of eight of Shakespeare's greatest works including significant films of productions. Prerequisites: ENG 122 and junior standing or permission of the instructor.

ENV 401-100 Introduction to Environmental Studies (3 Credits)

This course introduces students to the scientific information and key concepts that underlie the functioning of earth's systems with emphasis on how these systems are shaped by human activities. Students examine the social, economic, political, ethical, and technical dimensions related to environmental issues and solutions. Topics include population growth, natural environmental cycles, industrialized food systems, air and water pollution, and urbanization

ENV 385 Chemistry & Toxicology (3 credits)

This course examines the underlying scientific principles of toxicants, the sources, fate, and effects of chemicals on organisms

and the environment. Students will analyze the accumulation and transport of toxicants in food webs and evaluate their effects on organism physiology, reproduction, and behavior. The course will also include an examination of experimental methods used to assess toxicity, forensic toxicology, ecotoxicology, risk assessment development, role of government regulation, and global and historical contexts.

HIM 217 Electronic Health Records (3 Credits)

In this course, students will learn about the structure, capture, use, storage and retrieval of health information in paper, hybrid and electronic formats. Students will learn about Electronic Health Record (E H R) project management including scope, goals, strategic planning, workflow analysis, functional needs assessment and implementation. Students will learn about the financial aspects of the E H R as well as the E H R from a consumer and a nationwide health information network perspective. ~~Prerequisite: Bachelor of Science in Health Information Management majors only. Students not enrolled in this major are encouraged to take HCA 417. A minimum grade of "C" is required to meet course requirements.~~

HIM 250 Clinical Classifications Systems I 3 Credits

This course is part I of a two-part course that introduces students to applications for clinical classification and coding. Students will learn about the development of classification systems, use of the health record for coding and the relationship between coding and reimbursement. In particular, the students will learn the guidelines for diagnosis coding and organizational structure for provider billing. Prerequisites: HIM 105, HIM 205, HIM 206, and HIM 210. ~~HIM 217.~~

HIM 301 Introduction to Health Informatics (3 credits)

This foundational course details the history and factors driving the emergence of health informatics. In addition to emphasizing the concepts, terminologies and scope of health informatics, the course delves into health information exchanges, data standards, health informatics ethics, online resources and E-research. The course includes an overview of basic database architecture, design and file structure, and data warehousing and data mining in healthcare. ~~(Cross-listed as NUR 301).~~

HIM 445 Healthcare Project Management (3 Credits)

This course explores principles of project management to improve quality and decrease cost in healthcare. While addressing the intersection of healthcare and information technology, students will learn about the project process and related tools and techniques to successfully plan, execute, control and assess a project. Prerequisite: ~~HIM 301.~~

HIS 311 Gender in History (3 credits)

This course examines the changing roles and relationships of individuals and groups within specific historical contexts in an exploration of gender's centrality to the study of the past. Students will assess gender as a category of socially constructed difference that reveals the complexity of peoples' experiences as historical actors. Starting from a broad discussion of gender history and theory, the course moves chronologically and geographically through major themes including the family, economic life, ideals and laws, religion, political life, education and culture, and sexuality. Within each topical area, emphasis is placed on the ways that gender is integral to other relations of power, which have affected human lives in multiple

ways over time and place. Prerequisite: Successful completion of General Education History Subject Area and English Proficiency.

HPR 232 Community Health Promotion Methods (3 Credits)

This course provides an overview of the professional scope of entry-level health educator responsibilities. Students gain knowledge of organizational concepts, processes, skills, attitudes, and personal characteristics comprising the field of health education. The course content explores the theoretical and practical issues of the field of community health that enable students to identify and apply health education principles to health challenges facing individuals, groups, and communities.

HPR 450 Grant Writing & Evaluations (3 Credits)

This course explores the strategies and execution of the grant process and proposal writing in both non-profit and government sectors. The course covers research for local, state, federal and private funding sources, and emphasizes the creation and preparation of competitive proposals. Students will use all aspects of grant and proposal writing, including how to effectively describe objectives, research and program design, methodology, expected measurable outcomes, evaluation, and budget development. Students will prepare and submit an actual grant proposal as the final project.

INF 231 Programming Concepts (3 credits)

~~An introduction to the methodology of programming and the construction of graphical user interfaces. Students are introduced to programming through the use of current programming language(s). Emphasis is on structured design, coding, graphical user interfaces, event-driven programming, and documentation. A variety of programming problems develop skills in algorithm design, file processing data structures, and event handling. Prerequisite: INF 103 or permission of instructor.~~

This course is an introduction to computer programming with focus on the program development process and concepts involved in use of a higher-level, object-oriented programming language. In this hands-on, virtual lab-based course, students will analyze, design, code, and test computer programs using the JAVA programming language. Different programming language designs will be explored including building web elements, mobile applications, computer programs, and commands to different machines. Computer hardware and associated technologies are discussed. Students will acquire hands-on experience in the programming process.

INF 322 Database Management Systems (3 Credits)

~~This course provides an introduction to the concepts of database processing. An understanding of the physical and logical organization of data and the meaningful representation of data relationships are evaluated. Operational requirements of database management systems are also discussed. Prerequisites: INF 231 and fulfillment of the General Education Mathematical competency.~~

This hands-on, virtual lab-based course introduces students to fundamentals of database management systems, techniques for the design of databases, and principles of database administration. Database management concepts, practices, and emerging trends are evaluated. In lab sessions, students will demonstrate the ability to build databases using enterprise DBMS products such as Oracle or SQL Server. Prerequisites: INF 231 and math competency.

ISM 500 Introduction to Management of Information Systems (3 Credits)

This course introduces students to the fundamentals of computer systems and the role of information processing in the business environment. Students are provided with a basic overview of essential business software as well as insight into systems development, operating systems and programming, database management, networking, and telecommunications from a management perspective.

ISM 510 Introduction to Computer Programming for Business Applications (3 Credits)

This course introduces students to computer programming concepts that include client/server applications, dashboard technologies, and responsive Web design for current platforms. Students explore basic programming tenets such as user-centered interface design, object-oriented programming, mobile app development, and other topics related to current practices. Using a virtual lab, students apply course concepts to an iterative project that is developed during the six-week course.

ISM 640 Computer Networking & Telecommunication Design (3 Credits)

This course covers methods and techniques for the design of computer and telecommunication networks as well as management and business perspectives on network design, traffic and application requirements, network cost analysis, topological design, capacity assignment, virtual network design, network design tools, wireless network design issues, availability analysis, and survivable network design. Students participate in a group project, through which they develop a networking solution for a business problem. Prerequisites: BUS 600 and INF 630.

ISM 641 Database Design & Management (3 Credits)

This hands-on, virtual lab-based course introduces students to data modeling and relational databases. Students design and implement normalized databases and manipulate them through online interfaces. The course provides opportunities and includes assignments that allow students to develop the skills needed for translating users' data needs into functional business applications. Prerequisites: BUS 600 and INF 630.

ISM 642 Information Security and IT Governance (3 Credits)

This course provides students with a review of networking concepts and technologies that are critical to IT security operations. It offers guidance on usage and includes a comparison of the available methodologies and their content. Students examine the importance and benefits of sound IT governance to any IT organization. They investigate computer security principles, mechanisms, and implementations to ensure data protection and security of computers systems and examine key network perimeter security tools, including firewalls and intrusion detection systems (IDS). Prerequisites: BUS 600 and INF 630.

ISM 643 Leadership in Business Systems Development (3 Credits)

This course provides students with a foundation for applying appropriate techniques when managing software development projects. Focus is placed on managing Agile development projects and using Agile development methodologies. The importance of team management, changing goals and priorities, knowledge management

ideals, and alignment with organizational goals is presented. Students complete a group project, through which they apply leadership principles to a mock software development project. Prerequisites: OMM 622 and ISM 641.

ISM 644 Legal and Ethical Issues in Technology (3 Credits)

This course examines legal and ethical issues in today's technology and data-driven organizational environments. Students analyze issues from an organizational perspective on topics that include information ownership, privacy, and the concept of due care and responsibility for data collected by organizations. Compliance requirements, regulations, and laws governing data and information, protection, collection, usage, and storage are discussed. Prerequisites: OMM 622 and ISM 642.

ISM 645 Information Technology Strategic Planning (3 Credits)

This course examines the means for effectively developing short-, medium-, and long-term technology plans. Students focus on topics such as assessment of a firm's current state and future goals, the process of information technology enterprise planning for meeting the goals of the organization, the need for and the responsibilities of an information systems steering committee, and the methods of identifying and prioritizing information technology projects for the organization. A group project that applies the elements of strategic planning is a key component of this course. Prerequisites: OMM 622, ISM 642 and ISM 643.

ISM 650 Information Systems Project Methodologies I (3 Credits)

This course introduces students to project management as defined by the Project Management Institute's (PMI) body of knowledge (PMBOK) with an emphasis on information technology projects. Project management processes and knowledge areas are explored, with a specific focus placed on the project initiation, scope, schedule, cost, and quality management. Students have opportunities throughout the course to work in groups as they develop components of the project plan. Prerequisites: BUS 600, INF 630, ISM 640, ISM 641, ISM 642, OMM 622, ISM 643, ISM 644 and ISM 645.

ISM 651 Information Technology Methodologies II (3 Credits)

This course is a continuation of ISM650. In this course, students continue exploring the project management knowledge areas of human resources, communications, risk management, and procurement. Emphasis is placed on information technology projects. Students have opportunities throughout the course to work in groups as they develop components of the project plan. Prerequisite: ISM 650.

ISM 652 Project Management Capstone – Strategic Project Management (3 Credits)

In this course, students apply project management concepts to information technology projects using strategic managerial approaches. Concepts include determining business benefits and project feasibility, reporting project status, stakeholder management, and measuring project quality. Earn value management concepts are introduced. Emphasis is placed on the Project Management Maturity Model. Prerequisites: ISM 650 and ISM 651.

ISM 670 IT Organizational Management & Leadership Capstone (3 Credits)

In this capstone, students will integrate professional practices explored in the Master of Information Systems program core courses with concepts presented in the Organizational Management and Leadership specialization courses. Topics in IT leadership, database systems, networking, software design, human computer interaction, management of technology, and ethics are applied within a framework of global e-business technology strategy. Through projects, students draw from real organizational scenarios to practice major information technology concepts. Students select, develop, and present a significant technology implementation project. The project will incorporate organizational management and leadership strategies, systems development, and business planning. Prerequisites: INF 630, ISM 640, ISM 641, ISM 642, OMM 622, ISM 643, ISM 644, ISM 645, OMM 640 and BUS 661.

ISM 680 Big Data Applications (3 Credits)

This course provides students with an overview of big data and its applications. Students explore course topics that include data collection, analytics, and presentation. Prerequisites: BUS 600, INF 630, ISM 640, ISM 641, ISM 642, OMM 622, ISM 643, ISM 644 and ISM 645.

ISM 681 Business Intelligence Systems (3 Credits)

This virtual lab-based course outlines the procedures necessary for translating raw data into meaningful information that can be used for making business decisions. Students complete a group project through which they utilize a range of technologies that enable these processes. Prerequisite: ISM 680.

ISM 682 Advanced Data Management & Acquisition Capstone (3 Credits)

This course provides an overview of current and future trends in data management. Students continue to develop their knowledge of online data applications as they apply to broad and specific contexts through the completion of a capstone project. Prerequisites: ISM 680 and ISM 681.

LEA 101 Introduction to Concepts in Law Enforcement Administration (3 credits)

This course introduces students to the concepts involved in law enforcement administration and the factors influencing successful organizations through effective hiring, training, and support of employees. The course explores organizational theory, design and communication, along with the processes of planning and decision making. The effects of stress and adverse behavior are also reviewed with relation to the organization and requirements of the administration. Politics, labor relations, and fiscal management are addressed in correlation with the effects on law enforcement administration process.

LEA 300 Policing Models for the 21st Century (3 credits)

This course examines the key roles and responsibilities in the management of effective policing efforts necessary to successfully meet the needs of the 21st century. This examination will also include an analysis of the various policing models currently used, technological tools required, and the impact of technology. In addition, the levels of interaction, communication and relationships between law enforcement agencies and the diverse communities they serve are examined with respect to various policing models which

may be utilized to provide effective law enforcement services based on the circumstances and tools at hand.

MAT 232 Statistical Literacy (3 credits)

This course is designed to meet general education quantitative reasoning (mathematics) requirements. It will cover such topics as sampling, bias, probability, distributions, graphical methods of portraying data, measures of center, dispersion and position and the Central Limit Theorem. It will also cover computational techniques such as correlation, regression and confidence intervals. Prerequisite: MAT 221.

MGT 323 Principles of Supply Chain Management (3 credits)

This course introduces logistics/physical distribution and supply, and the related costs. It provides a systematic overview and analysis of the elements of logistics functions in widely varying types of industries and agencies, including handling, warehousing, inventory control, and financial controls. Prerequisite: MGT 330.

MGT 400 Logistics Management (3 credits)

This course is an overview of logistics management in the modern business environment. It examines financial and economic aspects of logistics and highlights the value created by logistics activities. Students will evaluate transportation and warehousing management strategies. The course takes a practical approach to logistics and applies innovative logistics principles to business situations. The course examines contemporary topics, including the role of inventory, that support the organization's strategic goals. Prerequisite MGT 300

MGT 497 Strategic Technology Planning for Organizations (3 credits)

~~This course examines the role of information technology as a strategic component of modern business. While focusing on the implementation of computer-based information systems, it will also consider broader issues of communication and culture in organizations, as well as institutional change related to new technologies. It will use literature reviews, case studies, and an assessment exercise to address several issues related to new means and strategies in information and communication technologies. Prerequisites: MGT 330 and INF 340 and successful completion of the General Education Capstone course.~~

In this capstone, students will integrate knowledge and practices explored in the Bachelor of Business Information Systems program core courses. The course examines how an organization can achieve competitive advantage through the strategic alignment of information systems with organizational goals, and provides an opportunity for students to develop an Information Technology Strategic Plan. The course includes use of case analysis and interactive assignments to address industry best practices and challenges in real-world applications of IT strategic planning concepts. Prerequisites: All core BABIS degree program courses.

MHA 605 Business Intelligence (3 credits)

Business Intelligence uses technology to transform and analyze data into presentable information for decision-making. Strategic planning is essential for sustainability and business intelligence tools help leaders make the decisions that will positively impact the bottom line.

MIL 101 Introduction to Military Studies (3 credits)

This course provides an orientation to the systematic study of the military. It explores topics that include grand strategy, the role of the military in the promotion of national security, how the application of military force can promote peace, the character traits necessary for moral and effective leadership, and the ethical dilemmas raised by the use of military force.

MKT 640 Brand Publishing (3 credits)

This course builds on leadership, business, management, and marketing concepts contained in the MBA program, while introducing the principles of brand publishing, trending technologies, and customer behavior. Through examples and case studies, students learn to improve the organization, tracking, assembly, personalization, and sourcing of content to establish a center of excellence within an organization. In addition, this capstone project will generate a portfolio project to demonstrate students' significant execution of brand publishing as a core marketing function and career path.

NUR 301 Introduction to Health Informatics (3 credits)

~~This foundational course details the history and factors driving the emergence of health informatics. In addition to emphasizing the concepts, terminologies and scope of health informatics, the course delves into health information exchanges, data standards, health informatics ethics, online resources and E-research. The course includes an overview of basic database architecture, design and file structure, and data warehousing and data mining in health care. (Cross-listed as HIM 301). Offered online~~

POL 470 Introduction to Political Analysis (3 credits)

This course introduces the preliminary processes needed to research and write presentable and professional Political Science papers. Practical, hands-on experience and in-class exercises will walk students through the research process and enable them to create expert research products. Specifically, this course focuses on how to choose a research topic, conduct a thorough literature review, make critical research design decisions, collect and analyze relevant data, and skillfully document and present the results of the research. Prerequisite: 18 credit hours in Political Science

POL 480 Methodology in Political Science (3 credits)

This course completes the process of learning how to conduct political analysis and critically assess statistical research. In this course, students will learn how to measure political science events and actions, identify and assess pertinent variables, design valid hypothesis testing techniques, control for alternative hypotheses, and interpret data in various formats, including graphs, statistical tables, and charts. Students will utilize pragmatic, relevant Political Science-related exercises to enhance and refine their political science analysis skills. Prerequisite: POL 470.

PRM 300 Introduction to Project Management (3 credits)

This course provides the foundational principles and techniques to initiate, plan, execute, control, and close projects. Topics such as the project life-cycle management, project organizations and leadership, project team building will be covered. Project management methods and techniques for project charter, scope, schedule, budget, risk management, control and closeout, and project management software are also covered.

PSY 352 Cognitive Psychology (3 Credits)

Cognitive psychology takes a scientific approach to understanding the fundamental mental processes involved in everyday cognition. This course covers the topics of perception, attention, memory, and language by examining both classic and contemporary cognitive psychology methods and experimental results. Prerequisites: PSY 101 and PSY 326. ~~(may be taken concurrently with PSY 326).~~

SCI 207 Our Dependence of Man on upon the Environment (4 Credits)

In this course, learners deepen their understanding of the importance of natural resources to mankind. Students explore physical, biological, and ecological principles, examine how human alterations affect the environment, and reflect on the controversies surrounding various approaches to addressing environmental problems and the steps some communities have taken to address these challenges.

Errata

The errata listed below apply to the 2016–2017 Ashford University Academic Catalog (effective date is July 1, 2016 unless otherwise noted). Entries below are provided to correct information presented in the original publication of the *Catalog*. Page numbers are provided to reference where the original entry may be found. To view all updates in context of the original publication, access the [Online Catalog](#). If you have questions related to changes listed, please contact your Student Advisor for assistance.

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Correction, Published 07/13/16

International Assembly for Collegiate Business Education

- *Bachelor of Arts in Project Management*

Page 1

Revision, Effective 9/19/16

Revision, Effective 11/29/16 [appointed as SVP & CAO]

International Assembly for Collegiate Business Education

Please contact the ~~Acting~~ Senior Vice President of Academic Affairs and CAO, ~~Dr. Mihaela Tanasescu~~ *Dr. Laura Palmer-Noone*, at (800) 798-0584.

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Revision, Effective 9/19/16

Revision, Effective 11/29/16 [appointed as SVP & CAO]

Reporting/Filing a Complaint for Title IX (Gender/Sex Discrimination)

The accused and/or complainant have five (5) business days, barring documented unforeseen circumstances from the date of communication of findings, to present the formal appeal, in writing, to the ~~Acting~~ Senior Vice President for Academic Affairs and CAO of Ashford University, ~~Dr. Mihaela Tanasescu~~ *Dr. Laura Palmer-Noone*.

The ~~Acting~~ Senior Vice President for Academic Affairs and CAO may be contacted as follows:

Email: Laura.PalmerNoone@ashford.edu
Mihaela.Tanasescu@ashford.edu

Mailing Address:

~~Dr. Mihaela Tanasescu~~ *Dr. Laura Palmer-Noone* ~~Acting~~ Senior Vice President for Academic Affairs and CAO
Ashford University 8620 Spectrum Center Blvd, San Diego, CA 92123

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Revision, Effective 10/05/16

Student Community Standards Committee Formal Hearing Procedures

Admissible Information

The committee will consider all information that is relevant and credible. The Committee may in its discretion limit or bar character witnesses. Any questions of the admissibility of information will be determined by the Chair. ~~All such information sought to be admitted will be presumed irrelevant, and any request to overcome this presumption by the parties must be included in the complaint/response or a subsequent written request, and must be reviewed in advance of the hearing by the Conduct Administrator or designee. While previous violations in Student Community Standards by the accused student are not generally admissible as information about the present alleged violation, the Conduct Administrator or designee may supply previous complaint information to the Committee when it may intend to establish a pattern in a complaint involving any form of sex/gender discrimination (e.g., stalking, relationship violence, sexual harassment, sexual misconduct, etc.).~~

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Revision, Effective 1/19/17

Student Community Standards Committee Formal Hearing

Every opportunity should be taken to return the complaint to the Student Community Standards Committee for reconsideration, where possible. Where only one party to a complaint elects to appeal, all parties will be joined in the appeal process. Where the parties request appeals on different bases, those bases will be consolidated into one final appeal process. On appeal by any party to the complaint, Conduct Administrator or designee or the Student Community Standards Committee (by majority vote) may support or change a decision, increase, decrease, or modify a sanction. ~~An appeal is not a rehearing, though witnesses may be called or parties questioned as necessary.~~ The reviewing

body will be deferential to the original decision maker, making changes to the finding only where there is clear error and to the sanction only if a compelling justification to do so exists.

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Revision, Published 11/09/16

General Main Campus Information

Located at 8620 Spectrum Center Blvd., San Diego, CA 92123, Ashford University’s Main Campus is the primary teaching and administrative facility for its educational programs, all of which are offered exclusively in the online modality. *As such, Ashford University does not provide dormitory facilities and is not responsible for assisting students in finding housing in their respective locations. For reference, the median rental housing cost in California is \$16,020 per year.*

The Main Campus is housed in an 11-story, 273,764-square-foot building that is leased through February 2020. Master planning for the site, which also includes 1,472 parking spaces, is incorporated into the university’s annual capital planning cycle.

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Published 10/05/16

Health Alerts, Communicable Disease Control, and Needle Safety Procedures

The University recognizes its responsibility to exercise reasonable care in protecting students, faculty, staff, administrators, and visitors from health dangers while on the campus. The Centers for Disease Control and Prevention and the United States Public Health Service report procedures and recommendations for dealing with communicable diseases. The University uses such guidelines in determining reasonable care on a case-by-case basis. Students who know or suspect they may have a communicable disease should contact the Campus President so that reasonable care and protection can be assured to them and to others.

Students taking medication routinely administered by injection, such as insulin, must contact the Campus President for access to and proper disposal and replacement of a sharp disposal container for used needles and syringes. This container is a requirement of the Occupational Safety and Health Administration (OSHA). Needles and syringes must never be disposed of in regular waste receptacles. Needles and syringes must only be disposed of in proper disposal containers.

Page 51

Addition, Effective 11/30/16

Graduate Programs Tuition & Fees

Tuition per credit:

<i>Master of Information Systems Management</i>	\$644.00
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Page 53

Addition, Effective 11/30/16

Schedule of Charges

Program Name	Period of Attendance	Entire Educational Program
<i>Master of Information Systems Management (42 credits)</i>	\$6,366	\$29,858

Page 53

Revision, Effective 1/03/17

Tennessee Tuition and Fee Guarantee TN Residents Only

Applicants to an online program who reside in the state of Tennessee (as evidenced by the address on file at Ashford University) will qualify for the Tennessee Tuition and Fee Guarantee under the conditions set forth in this section. The Tennessee Tuition and Fee Guarantee is a commitment that the net cost of tuition and fees will not increase for a 12 month period, beginning on the date the student begins credit-bearing coursework. This benefit is applicable only to students who maintain a physical residence in the state of Tennessee. Upon expiration of the 12 month period, tuition and fee amounts for any such students are subject to adjustment to reflect the rates in effect at that time, and will also be subject to any future adjustments.

Students who relocate to another state are no longer eligible for the Tennessee Tuition and Fee Guarantee, and tuition and fees will be adjusted to reflect the rates in effect at that time, and will also be subject to any future adjustments, starting on the date their address is changed in University records. No retroactive tuition and fee adjustments for past classes are applied at the time of any address update. No retroactive tuition and fee adjustments for current classes are applied at the time of any address update, unless the address change is updated in University records within the first week of a student’s current course.

Students who apply to a new degree program are eligible for the Tennessee Tuition and Fee Guarantee for a new 12 month period. Students who re-enter the University after being officially or unofficially withdrawn are also eligible for the Tennessee Tuition and Fee Guarantee for a new 12 month period and will initiate with the prevailing rate of tuition and fees at the time of re-entry to the University.

~~Students who apply to a new degree program are eligible for the Tennessee Tuition and Fee Guarantee for a new 12 month period beginning on the date the student begins credit bearing coursework. Students who re-enter the University after being out of attendance for 180 or more days are also eligible for the Tennessee Tuition and Fee Guarantee for a new 12 month period beginning on the date the student begins credit bearing coursework.~~

Students who change their program of study are eligible for the Tennessee Tuition and Fee Guarantee for a new 12 month period beginning on the date the student begins credit-bearing coursework only if completed courses from the current payment period do not apply to the new program of study. Students who change programs and do not meet the above condition do not qualify for a new or renewed Tennessee Tuition and Fee Guarantee period.

Page 54

Revision, Effective 9/7/16

Payment Plans

Ashford University offers Payment Plan options in select circumstances to students with outstanding balances. Students are allowed *monthly payments as an option to pay on outstanding balances, although customizable term lengths up to 36 months, as long as the monthly payment is a minimum of \$50.* students are always encouraged to pay any outstanding balances due in full, and only utilize a Payment Plan if needed.

All students must select their payment option type, manual-pay or auto-pay, at the time of payment plan approval. Students must make an initial payment after Payment Plan approval regardless of Payment Plan length or payment type. If the student elects to go on auto-pay, he/she is required to pay one (1) monthly payment amount initially (first payment). However, if the student decides to leverage a manual pay option, he/she must pay 10% of total balance owed or the equivalent of three (3) monthly payments as the initial (first) payment, whichever is greater. Payment Plans

require monthly payments and are not ~~set up~~ recommended to extend more than six months beyond a student's estimated graduation date.

If students have difficulty making payments or have questions, they should contact an Account Resolution Coordinator by dialing (800) 798-0584 and following the appropriate prompts for Finance and payment arrangements.

Page 61

Revision, Effective 1/20/17

Financial Aid Plan

The University will provide assistance to all students and families who are eligible for federal student financial aid (Title IV). The University provides a convenient online application process to complete the necessary financial aid documents listed below. All students seeking federal financial aid must be admitted to an eligible degree program to determine financial aid eligibility. To complete the process for the Financial Aid Plan, students must provide the following:

- The Institutional Financial Aid Application;
- Proof of registration for a FSA ID at any of the following websites:
fsaid.ed.gov;
www.fafsa.gov;
www.nsls.ed.gov;
www.studentloans.gov; or
www.studentaid.gov
- The Free Application for Federal Student Aid (FAFSA)*;
- Entrance Loan Counseling, if applicable;
- *Understanding Your Financial Aid Offer Tool (CFPB), if applicable;*
- A Direct Loan Master Promissory Note (MPN), if applicable; and
- All related paperwork and documentation requested by the University.

*Note: New students enrolled March 1 through June 30 are highly encouraged to complete the current and future FAFSA. Completing both FAFSAs in this timeframe will allow the Financial Aid Office to determine all eligible aid.

Page 63

Revision, Effective for students starting 1/20/17

How to Apply for Financial Aid

Complete an application for admission to the University. A student must be accepted by the University before a financial aid award can be determined. Complete the Free Application for Federal Student Aid (FAFSA), and list the University (School Code: 001881) as a college to receive information. ~~Students must apply 90 days prior to the start of each academic year.~~ Complete an Institutional Application for financial aid, *the Understanding Your Financial Aid Offer tool (if applicable)*, a Master Promissory Note (if applicable), and Entrance Loan Counseling (if applicable). The University may also require additional documents to verify aid eligibility (for additional information, please see the Verification for Federal Student Aid Eligibility in this section of the Catalog). It is highly recommended that the student or parent apply for the Federal Student Aid Identification Number (FSA ID) through the US Department of Education at any of the following websites:

- fsaid.ed.gov;
- www.fafsa.gov;
- <http://www.nsls.ed.gov>;
- <http://www.studentloans.gov>; or
- <http://www.studentaid.gov>

The FSA ID serves as the student's electronic signature and can be used to electronically apply for federal student aid and access Federal Student Aid records online. The FSA ID should be kept in a safe location and should not be shared with anyone.

Page 71

Revision, Effective 12/08/16

Direct Loan Repayment

There are several choices of repayment plans. The loan servicer will notify the student (and/or parent) of the date the loan goes into repayment. If the student does not choose a repayment plan, they will be placed on the standard repayment plan. The longer the loans are in repayment, the more interest that will be accrued. If a student obtains a loan to pay for their educational program, the student will have to repay the full amount of the loan plus interest, less the amount of any funds returned to the lender determined after withdrawal during the Return of Title IV Funds calculation.

Standard Repayment Plan:

~~The student pays a fixed amount each month until the loan is paid in full. The monthly payments will be at least \$50, and up to 10 years repayment. Less interest is paid over time on this plan.~~

Under this plan, your monthly payments are a fixed amount of at least \$50 each month and made for up to 10 years for all loan types except Direct Consolidation Loans and FFEL Consolidation Loans.

Graduate Repayment Plan:

The payments start out low and will increase every two years. The length of the repayment period will be up to 10 years. More interest is paid over time on this plan.

Page 81, 91 & various

Revision, Published 11/30/16

Forbes School of Business, has changed its name to *Forbes School of Business & Technology*.

Page 83

Addition, Effective 11/30/16

General Education Competency: Communication III - Interpersonal Communication

- COM 345 Media Writing for Communications (3 credits)
- COM 360 Advanced Communications in Society (3 credits)
- *COM 370 Intercultural Communication (3 credits)*
- COM 425 Communication in Organizations (3 credits)

Page 84

Revision, Effective 8/24/16

General Education Subject Area: History

- HIS 310 American Women's History (3 credits)
- ~~HIS 340 Recent American History (3 credits)~~
- ~~HIS 342 The Middle East (3 credits)~~
- HIS 351 Asia in the Age of Decolonization & Globalization (3 credits)
- ~~HIS 378 Historiography & Historical Methodologies (3 credits)~~
- ~~HIS 379 The Atlantic World (3 credits)~~
- LIB 316 Historical Contexts & Literature (3 credits)

Page 85

Addition, Effective 11/30/16

General Education Subject Area: Diversity

- BUS 357 International Business (3 credits)
- COM 360 Advanced Communications in Society (3 credits)
- *COM 370 Intercultural Communication (3 credits)*
- ELL 240 Linguistically & Culturally Diverse Learners (3 credits)

Page 88

Addition, Effective 11/16/16

General Education Subject Area: Social and Personal Awareness (3 credits)

- ANT 351 Anthropology of Religion, Magic, & Ritual (3 credits)
- *BUS 318 Organizational Behavior (3 credits)*
- CRJ 301 Juvenile Justice (3 credits)

Page 89

Revision, Published 12/14/16

General Education Capstone (3 credits)

This course provides students with a cumulative and integrative learning experience grounded in their general education experience. Through the study of selected interdisciplinary topics and course-embedded assessments students will demonstrate mastery of essential competencies and application of different ways of knowing. Students will apply the general education principles informed by ethical and critical sensibility and provide evidence of growth in acquiring the habits of active citizenship. Prior to beginning their capstone course for their major, students must successfully complete the General Education capstone, unless they previously completed a Bachelor's degree. Refer to Completion of Additional Bachelor's Undergraduate Degrees in this section of the Catalog. A minimum grade of "C-" is required to meet course requirements. Prerequisite: 75 credits or permission of the student's college or school dean.

Page 91

Revision, Published 11/16/16

Completion of Additional Bachelor's Undergraduate Degrees

A student who has previously earned an Associate's degree from Ashford University cannot earn an

additional Associate's degree from Ashford University, as Associate's degrees do not contain a sufficient number of unique credits as outlined in the Undergraduate Area of Study Course Overlap Policy.

A student who has previously earned a Bachelor's degree at Ashford University or from a regionally or approved nationally accredited institution, and wishes to earn an additional Bachelor's degree must complete an additional 30 upper-division credits at the University and fulfill all graduation requirements applicable to the additional degree. Students should have a minimum of 24 unique credits in their major coursework in order to receive an additional Bachelor's degree. Students who completed a Bachelor's degree from countries other than the United States must have their degree evaluated by an approved evaluation service, and accepted by Ashford University, as equivalent to a Bachelor's degree in the United States. Unless the additional degree requires coursework that also fulfills General Education requirements, an appropriately accredited Bachelor's degree will meet all General Education requirements.

Page 95

Correction, Published 11/30/16

Revision, Effective for courses starting on or after 12/06/16.

Military Deployment Provisions

Any member of the United States armed forces, spouse of an Active Duty, National Guard or Reservist, a Department of Defense employee or a civilian employee of the US Coast Guard who is ordered to state or federal service or duty is entitled to the following provisions for each course the student is attending:

- Students may withdraw from any current course(s) and receive a tuition credit, *or refund where applicable*,* to be applied in the amount of tuition accrued in the current course(s). Students will be assigned a withdrawal grade that does not count negatively against Satisfactory Academic Progress.
- Students may make arrangements with instructors for course grades or administratively request a grade of incomplete by submitting any of the subsequent request forms. If such arrangements are made, tuition shall be assessed for the course(s) in full.
- Students who withdraw from the institution due to military service are allotted a one-year grace

period for collection of any institutional balances owed. This grace period does not apply to repayment of federal student loans which are subject to Title IV repayment regulations.

Students who request to drop any current course(s) due to military necessity and do not need to request an Academic Leave should submit a Military Course Drop/Incomplete Request.

Students who request a break in attendance of 45 days or greater due to military necessity may do so by submitting a Military Withdrawal Request. This request form also facilitates withdrawal from any current course(s), if necessary.

Both of these request forms are available in the Student Portal.

** Residents of Iowa shall receive a full refund of tuition and mandatory fees. Military Tuition Assistance is refunded to the branch of service from which it originated.[12/06/16]*

Page 104, 127 and various

Revision, Effective 7/12/16

- SCI 207 *Our Dependence upon our Man on the Environment* (4 credits)

Pages 104, 109 and 208

Revision, Effective 7/13/16

Appeal Procedure for a 3rd Consecutive Conditional Admission Period or Ashford Promise

Provisional admission status must be attained by the end of the 2nd attempt of the Ashford Promise, while a student is in conditional standing. Students who fail to attain provisional admission by the end of their second attempt of the Ashford Promise must wait *six months* ~~one year~~ from the date they were denied admission to re-apply, or they may appeal the University's decision using the process outlined subsequently to request a 3rd consecutive attempt of conditional admission in the Ashford Promise.

Disagreements over academic quality will not be considered as an appropriate basis for such appeals. In cases of appropriate cause, the Ashford University Admission Appeals Committee reviews the appeals and renders a decision to the student. The decision will be communicated to the student via email from the Registrar's Office. Appeals must include an explanation

of the event that occurred, which caused the student to not attain provisional admission to the University after two attempts.

Students must appeal in writing to the University Registrar. The appeal must be submitted to academic.progress@ashford.edu or *electronically via the online Conditional Admission Appeal form* and approved prior to enrollment in any future courses. Additionally, the student's appeal letter must include:

- A reasonable explanation for the student's academic performance to date, which includes mitigating circumstances such as student injury/illness, death of a student's family member, or other reasons resulting in the undue hardship to the student;
- Compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/or successful completion of college level credits during their period of absence; and,
- A plan for completion of the coursework required to meet basic academic requirements during their coursework at Ashford University.

Appeal decisions will be communicated from the Registrar's office to the student via email.

Page 106, 111 and 209

Revision, Effective 7/13/16

Appeal of Dismissal Following Academic Watch

A student who has been dismissed for not meeting satisfactory academic progress requirements following Academic Watch may appeal to the University Registrar for re-admission. Appeals are evaluated by a committee comprised of the University Registrar or designee, and a representative from Academic Affairs. The decision of the Committee will be communicated in writing to the student by the Registrar's Office.

Additionally, the student's appeal letter must include:

- A reasonable explanation for the student's academic performance to date, which includes mitigating circumstances such as student injury/illness, death of
- a student's family member, or other reasons resulting in undue hardship to the student;
- Compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/or

successful completion of graduate-level credits during the period of absence; and

- A plan for completion of the coursework required to meet satisfactory academic progress during the following payment period.

The passage of time does not substantiate eligibility for readmission or appeal for readmission, however, students who have experienced mitigating circumstances and have been dismissed from the University for failure to meet satisfactory academic progress requirements and have been denied re-admission after an appeal, may submit another appeal to be readmitted after *six months* ~~one or more years~~ have elapsed since their last appeal *was received by the University*. The appeal must meet the criteria outlined above and the student must present compelling evidence that they have the ability to succeed in an academic program due to changed circumstances, experience, and/or successful completion of graduate level credits since the last appeal was submitted.

Note: See the Satisfactory Academic Progress Requirements in this section to review all related Satisfactory Academic Progress guidelines.

Page 109

Correction, Published 8/24/16

Additional Conditional Admission Requirements for Applicants to the Bachelor of Science in Nursing (RN to BSN) Program

Applicants seeking admission to the Bachelor of Science in Nursing (RN to BSN) program must meet the following admission requirements prior to the start of the first course at Ashford University:

- *Possess a current, active, unrestricted license to practice as a Registered Nurse or its equivalent in at least one U.S. state. Students must maintain an active unrestricted license throughout the program.*
- Have earned a nursing (hospital) diploma or Associate's degree in Nursing from a regionally accredited or approved nationally accredited college or university**.
- Have earned a grade of C- or higher in Microbiology (with lab), or equivalent, from a regionally accredited or approved nationally accredited institution**.

Page 115

Revision, Effective 7/13/16

Revision, Published 11/09/16

Program Enrollment and Cancellation

Initial enrollment in courses offered is arranged through a University Enrollment Services Advisor. New students should contact an Enrollment Services Advisor or University Advisor to register. It is the student's responsibility to officially register for the program course of study. To ensure that students are successful at navigating inside of the classroom and to become familiar with all of the resources available to them at Ashford University, newly enrolled students may participate in a live webinar of a guided tour of the online classroom. After initial enrollment, students will work with their Student Advisor to register, add courses, or change their course schedule. Any change in the original registration must be communicated to the student's Student Advisor. Major changes in a student's schedule may necessitate completion of a new Admissions Application and Enrollment Agreement.

Students have the right to cancel the Enrollment Agreement and obtain a full refund of charges through attendance in week 3 (day 21 of the first course).

[11/09/16] Applicants who want to cancel an enrollment agreement must contact their Enrollment Services Advisor or University Advisor prior to attending in Week 4 of their first course. Applicants who cancel enrollment will be allowed one more period of conditional admission at Ashford University. Individuals who cancel their enrollment two times while in conditional standing may re-apply to Ashford University no earlier than ~~one year~~ *six months* from their last date of attendance. [7/13/16]

Ashford University reserves the right to cancel or terminate the agreement if the applicant fails to meet basic academic requirements during conditional admission, violate the Student Community Standards, fail to make satisfactory academic progress, fail to make payment in accordance with the terms of his or her student finance agreement, and/or fail to meet attendance requirements as outlined in this *Catalog*. Applicants who are denied admission may be allowed one more period of conditional admission at Ashford University. Individuals who are denied admission two times while in conditional standing may re-apply to Ashford University

no earlier than ~~one year~~ *six months* from their last date of attendance. [7/13/16]

Pages 118 and 215

Revision, Effective 7/13/16

Consecutive Course Drops

Degree-seeking students only meeting attendance requirements in the first week of a course for four consecutively enrolled courses at Ashford University without earning credit will be administratively withdrawn for a period of no less than six ~~nine~~ months from the student's last date of attendance. Students who have been withdrawn may appeal this policy by contacting their Student Advisor. Students who have an approved appeal and do not successfully complete their next scheduled course will be withdrawn for a period of no less than six ~~nine~~ months.

Pages 118 and 215

Revision, Effective 7/13/16

Consecutive Unsuccessful Grades

Students who earn three consecutive unsuccessful grades at Ashford University will be academically dismissed. Unsuccessful final grades include the following: F, W, or WF.

Dismissed students should refer to the *Appeal of Academic Dismissal* policy outlined in this *Catalog*. Appeals are evaluated by an Appeals Committee made up of the University Registrar or designee, and representative from Academic Affairs. Students who are denied re-admission after an appeal will not be eligible to submit another appeal for a period of less than *six months since their last appeal was received by the University* ~~one year~~. Students who have an approved appeal and do not successfully complete their next scheduled course will be dismissed and may not submit another appeal for a period of less than *six months* ~~one year~~.

Page 121 and 218

Revision, Effective 7/13/16

Appeal of Academic Dismissal

Students who have been dismissed from the University for failure to meet satisfactory academic progress requirements or the consecutive unsuccessful grades policy may appeal to be re-admitted to the University. Students must appeal in writing to the University Registrar. The appeal must be submitted to academic.progress@ashford.edu or electronically via the

online *SAP Appeal* form or the *Unsuccessful Grades Dismissal Appeal* form and approved prior to enrollment in any future courses. Additionally, the student's appeal letter must include:

- a reasonable explanation for the student's academic performance to date, which includes mitigating circumstances such as student injury/illness, death of a student's family member, or other reasons resulting in undue hardship to the student;
- compelling evidence that they have the ability to demonstrate satisfactory academic progress and to succeed in an academic program due to changed circumstances, experience, and/or successful completion of college level credits during the period of absence; and
- a plan for completion of the coursework required to meet satisfactory academic progress during the following payment period.

Appeals are evaluated by an Appeals Committee made up of the University Registrar or designee, and representative from Academic Affairs. The decision of the Committee will be communicated in writing to the student by the Registrar's Office.

The passage of time does not substantiate eligibility for readmission or appeal for readmission, however, students who have experienced mitigating circumstances and have been dismissed from the University for failure to meet satisfactory academic progress requirements or the consecutive unsuccessful grades policy, and have been denied re-admission after an appeal, may submit another appeal to be readmitted after *six months* ~~one or more years~~ have elapsed since their last appeal was received by the University. The appeal must meet the criteria outlined previously and the student must present compelling evidence that they have the ability to demonstrate satisfactory academic progress and to succeed in an academic program due to changed circumstances, experience, and/or successful completion of college level credits since the last appeal was submitted.

Page 121

Revision, Effective 11/09/16

General Transfer Credit Provisions and Limitations

Duplication: It is the student's responsibility to ensure that transfer credits, nontraditional learning, and/or

Ashford University coursework do not duplicate previous credit earned. A student may not earn credit by examination, nontraditional learning or transfer credits in an area in which he or she has completed an equivalent course/exam ~~or a course of a similar level~~. Degree-seeking students should work with their Student Advisor to determine if coursework will fit into their academic plan and not duplicate previous credit awarded.

Page 126

Revision, Effective 9/09/16

Bachelor's Program Course Sequencing

All Bachelor's program students are required to successfully complete EXP 105 Personal Dimensions of Education as their first course. Students with zero (0) traditional college-level transferable credits are also required to successfully complete an online orientation prior to enrolling in credit-bearing coursework as outlined in the Admission Policies and Procedures for Online Bachelor's Degree Programs. Following successful completion of orientation, students are required to successfully complete EXP 105. Unsuccessful completion of EXP 105 will result in the rescheduling of the course and revision of future course sequence. A minimum grade of C- is required to successfully complete the course. EXP 105 is considered an introductory course requirement and cannot be replaced or waived by credit in transfer, unless a student provides proof of one of the following:

- 90 credits of lower-division transfer credits that are applicable to the student's chosen degree program prior to initial program enrollment;
- A previously earned Bachelor's degree at Ashford University, or from a regionally or approved nationally accredited institution; or
- A Bachelor's degree from a country other than the United States that has been evaluated by an approved evaluation service, and accepted by Ashford University as equivalent to a Bachelor's degree in the United States.
- Earned nine (9) credits or more at Ashford University with a cumulative grade point average of 3.0 or higher.

Page 127

Revision, Effective 8/02/16

General Education Course Sequence

The following General Education course sequence is the standard for the University. On occasion, courses may be substituted to satisfy specific General Education requirements

- EXP 105 Personal Dimensions of Education (3 credits) (introductory course)
- PSY 202 Adult Development & Life Assessment *OR GEN 102 Digital Literacy for Life & the Workplace (3 credits)*

Page 127

Revision, Effective 11/30/16

SMART Track Program Requirements for Bachelor's Programs

Students enrolled in an Ashford University Bachelor's degree program may be eligible to enroll in up to six (6) credits (nine (9) applicable credits for the MACC, MBA, *MISM*, MPA or MSCJ programs) of graduate-level coursework toward their Bachelor's degree and accelerate completion of a Master's degree with Ashford University.

Page 128

Addition, Effective 11/30/16

SMART Track Courses

Master of Business Administration*

- BUS 600 Management Communications with Technology Tools (3 credits)
- BUS 610 Organizational Behavior (3 credits)
- BUS 591 Financial Accounting & Analysis (3 credits)

Master of Information Systems Management**

- *ISM 500 Introduction into Management Information Systems (3 credits)*
- *ISM 510 Introduction into Computer Programming for Business Applications (3 credits)*
- BUS 600 Management Communications with Technology Tools (3 credits)
- *INF 630 Systems Analysis and Design (3 credits)*

Master of Public Administration***

- BUS 600 Management Communications with Technology Tools (3 credits)
- BUS 610 Organizational Behavior (3 credits)

- BUS 599 Introduction to Quantitative Principles (3 credits)

*Otherwise eligible students enrolled in a Bachelor's degree program who plan to apply to the Ashford University MACC or MBA program may take BUS 591 for an additional three (3) elective credits for a total of nine (9) Master's level credits to satisfy appropriate Bachelor's degree requirements and this prerequisite course to the MACC or MBA program.

** *Students who plan to apply to the Ashford University MISM program may take ISM 500 and/or ISM 510 for up to an additional six (6) elective credits to satisfy appropriate Bachelor's degree requirements and these prerequisite courses for the MISM program. Students who are required to take one or both of the prerequisite courses may enroll in a maximum of nine (9) credits from the MISM program as an undergraduate student.*

***Students who plan to apply to the Ashford University MPA program may take BUS 599 for an additional three (3) elective credits for a total of nine (9) Master's level credits to satisfy appropriate Bachelor's degree requirements and this prerequisite course to the MPA program.

Page 129

Revision, Effective 8/24/16

Requirements have not changed; edit is to clarify the credit requirements for graduation.

Graduation Requirements for Bachelor's Degrees

To be eligible for a Bachelor's degree, a student must successfully accomplish the following:

- ~~Completion of the General Education requirements, including competencies;~~
- ~~Completion of a minimum of 120 total credits, including a minimum of 30 credits of upper-division courses and 18 credits of upper-division coursework in the major;~~
- ~~Completion of all required major, minor, and specialization course requirements;~~
- ~~Minimum cumulative grade point average of 2.00 in all coursework attempted at the University (a cumulative grade point of 2.50 is required for major coursework taken at Ashford University in the Bachelor of Science in Health Information Management and the Bachelor of Science in Nursing); and~~

- ~~Minimum of 30 credits earned toward a Bachelor's degree must be completed at the University as a matriculated student (residency requirement).~~
- Completion of a minimum of 120 total credits; including
 - Minimum of 30 credits completed at the University as a matriculated student (residency requirement); and
 - Minimum of 30 credits of upper-division coursework, including 18 credits of upper-division coursework in the chosen major (upper-division requirement).
- Completion of the General Education requirements, including competencies;
- Completion of all required major, minor, and specialization course requirements; and
- Minimum cumulative grade point average of 2.00 in all coursework attempted at the University.
- A major grade point average of 2.50 is required for all coursework attempted at Ashford University in the Bachelor of Science in Health Information Management and the Bachelor of Science in Nursing majors.

Page 133

Revision, Published 11/09/16

Bachelor of Arts in Accounting

Special Terms and Conditions:

California Students: This program alone does not lead to licensure. In order to sit for the Certified Public Account (CPA) examination, a total of 150 semester credits must be completed, which includes obtaining a baccalaureate degree. Ashford students who transfer in general education credits may need to determine that they are meeting the requirements during their program of study. There is an additional Ethics requirement that is also not met in the undergraduate program at Ashford University. Applicants must provide the California Board of Accountancy (CBA) with satisfactory evidence of having completed a minimum of 12 months of general accounting experience, a CBA-accepted ethics examination that must be passed within two years of submitting the CPA application, a criminal history background check by fingerprint via a Live Scan service and the completion of a Criminal Conviction Disclosure

Form to disclose any misdemeanor or felony convictions. For additional details regarding the CA requirements for obtaining a CPA license, please visit: <http://www.dca.ca.gov/cba/applicants/applbook.pdf>.

Page 135

Revision, Effective for students starting on or after 9/06/16

Bachelor of Arts in Business Economics

Program Outcomes

Business Economics major graduates will be able to:

1. Assess business facts and interpret them consistent with economic thinking;
2. ~~Understanding of~~ *Examine* how decision makers allocate scarce resources to achieve economic efficiency;
3. Apply economic tools to analyze decisions made by consumers, firms, and policy makers; and
4. *Predict the impact of fiscal, monetary, and trade policy on a firm using microeconomic and macroeconomic models.* ~~Integrate economic models to analyze the impact of various fiscal monetary, and trade policies on a nation's economy.~~

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3 credits

General Education Requirements: *52 credits

Major Course Requirements: *45 credits

Electives: ~~26~~ 23 credits

Students must earn a minimum of 30 upper-division credits.

*In this program, ~~6~~ 3 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (45 credits)

- MGT 330 Management for Organizations (3 credits)
- BUS 311 Business Law I (3 credits)
- *ECO 203 Principles of Macroeconomics (3 credits)
- ECO 204 Principles of Microeconomics (3 credits)
- ACC 205 Principles of Accounting I (3 credits)
- ACC 206 Principles of Accounting II (3 credits)
Prerequisite: ACC 205
- ^BUS 308 Statistics for Managers (3 credits)

- ECO 316 Financial Institutions & Markets (3credits) Prerequisite: ECO 100 or ECO 203
- ECO 320 International Economics (3 credits)
- ^ECO 342 Principles of Econometrics (3 credits)
Prerequisite: BUS 308
- ^BUS 401 Principles of Finance (3 credits)
Prerequisite: ACC 205 or ACC 208 or ACC 281
- ~~*PHI 445 Personal & Organizational Ethics (3 credits)~~
- MGT 380 Leadership for Organizations (3 credits)
- ~~BUS 450 International Finance (3 credits)~~
- ECO 408 Managerial Economics (3 credits)
Prerequisite: ECO 204
- ECO 406 Business Cycles & Growth (3 credits)
Prerequisite: ECO 203
- BUS 402 Strategic Management & Business Policy (3 credits) Prerequisites: BUS 201 or MGT 330; ACC 205, ECO 203 or ECO 204; GEN 499

* Satisfies General Education requirements.

^ Math competency requirement must be met before taking this course.

Page 136

Revision, Effective for students starting on or after 2/21/17

Bachelor of Arts in Business Information Systems Major Course Requirements (45 credits)

- ~~INF 410 Project Management (3 credits)~~
- PRM 300 Introduction to Project Management (3 credits)

Page 143

Revision, Effective for students starting on or after 2/21/17

Bachelor of Arts in Operations Management and Analysis

Major Course Requirements (45 credits)

- ~~INF 410 Project Management (3 credits)~~
- PRM 300 Introduction to Project Management (3 credits)

Page 143-144

Revision, Effective for students starting on or after 9/06/16

Correction, Published 9/07/16

Revision, Effective 11/16/16 [BUS 318 satisfies GE]

Bachelor of Arts in Organizational Management Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3 credits

General Education Requirements: *52 credits

Major Course Requirements: *~~30~~ 36 credits

Electives: ~~44~~ ~~35~~ 38 credits

Students must earn a minimum of 30 upper-division credits.

*In this program, ~~9-6~~ 9 credits from the major may also satisfy General Education requirements.

Introductory Course Requirement (3 credits)

- EXP 105 Personal Dimensions of Education (3 credits)

Major Course Requirements (~~30~~ 36 credits)

- BUS 119 Principles of Personal and Organizational Leadership (3 credits)
- *BUS 250 Corporate and Social Responsibility (3 credits)
- MGT 330 Management for Organizations (3 credits)
- MGT 380 Leadership for Organizations (3 credits)
- BUS 330 Principles of Marketing (3 credits)
- *BUS 318 Organizational Behavior (3 credits) Prerequisite: BUS 201 or MGT 330.
- *BUS 340 Business Communication (3 credits)
- ~~MGT 415 Group Behavior in Organizations (3 credits)~~
- ~~*SOC 402 Contemporary Social Problems & the Workplace (3 credits)~~
- ~~*COM 425 Communication in Organizations (3 credits)~~
- MGT 435 Organizational Change (3 credits)
- BUS 303 Human Resource Management (3 credits)
- BUS 370 Organizational Development (3 credits)
- MGT 450 Strategic Planning for Organizations (3 credits) Prerequisite: MGT 330
- ~~*PHI 445 Personal & Organizational Ethics (3 credits)~~

- MGT 460 Leadership Priorities and Practice (3 credits) Prerequisite: GEN 499

* Satisfies General Education requirements.

Transfer Concentration Option

Students may add a transfer concentration to the Bachelor of Arts in Organizational Management program by transferring in 12 applicable credits in a defined subject area. Transfer concentrations are not required and are intended for students who have experience and/or extensive transfer credit coursework in a field of study at the time of admission to the program. The following major courses are designated for substitution with concentration coursework, where appropriate: ~~COM 425, MGT 415, PHI 445, and SOC 402~~ BUS 119, BUS 250, BUS 340 and MGT 435. For additional details, see Transfer Concentration Guidelines in this section of the Catalog.

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Revision, Effective for students starting on or after 2/21/17

Bachelor of Arts in Project Management

Major Course Requirements (45 credits)

- ~~INF 410 Project Management (3 credits)~~
- PRM 300 Introduction to Project Management (3 credits)

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Revision, Published 11/09/16

Bachelor of Arts in Real Estate Studies

Special Terms and Conditions:

California Students: This program alone does not lead to licensure. For students wishing to sit for the California Real Estate Salesperson Licensing Exam, this program only meets the educational requirements. For this purpose, a total of two specific (RES301 and RES325) and one optional course is required, for a total of 9 college credits. Optional courses can be satisfied by any course within the program. Finishing this program, or only completing the 9 college credits mentioned above, does not prepare a student to sit for the exam. In addition to these three courses, applicants must be 18 years or older, be a CA resident or qualify as an out-of-state applicant, and pass a criminal history background check by fingerprint via a Live Scan service that may include an investigation into felony and misdemeanor convictions. For students wishing to sit for the CA Broker License Exam, additional courses will need to be

completed and a minimum of two years full-time licensed salesperson experience within the last five years or the equivalent is required. The additional courses required, however, must be examined on a case by case basis. For additional details regarding the CA requirements for obtaining a real estate salesperson, please visit:

<http://www.bre.ca.gov/Examinees>.

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Revision, Effective for students starting on or after 1/03/2017

Bachelor of Arts in Supply Chain Management Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3 credits General

Education Requirements: *52 credits

Major Course Requirements: *45 48 credits

Electives: ~~23~~ 20 credits Students must earn a minimum of 30 upper-division credits.

*In this program, 3 credits from the major may also satisfy General Education requirements.

Major Course Requirements (45-48 credits)

- MGT 330 Management for Organizations (3 credits)
- BUS 311 Business Law I (3 credits)
- *ECO 204 Principles of Microeconomics (3 credits)
- ACC 205 Principles of Accounting I (3 credits)
- *MGT 380 Leadership for Organizations (3 credits)*
- ^BUS 401 Principles of Finance (3 credits)
Prerequisites: ACC 205 or ACC 208 or ACC 281
- ^BUS 308 Statistics for Managers (3 credits)
- INF 220 IS Principles (3 credits) Prerequisite: INF 103 or Information Technology competency
- ^BUS 307 Operations Management & Quantitative Techniques (3 credits)
- ~~MGT 322 Principles of Logistics Management~~
- *MGT 323 Principles of Supply Chain Management (3 credits) Prerequisite: MGT 330*
- ~~MGT 325 Introduction to Transportation Management Prerequisite: MGT 330~~
- MGT 370 International Supply Chain Management (3 credits)
- MGT 300 Supply Management (3 credits)
- *MGT 400 Logistics Management (3 credits) Prerequisite: MGT 330*
- BUS 445 Total Quality Management (3 credits)

- BUS 461 Decision Modeling & Analysis (3 credits) Prerequisites: MGT 330 and BUS 308
 - MGT 496 Strategic Warehouse Management (3 credits) Prerequisites: MGT 330 and GEN 499
- + EXP 105 fulfills 3 credits toward total elective credit requirements and is required for all online undergraduate students.

* Satisfies General Education requirements.

^ Math competency requirement must be met before taking this course.

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Revision, Effective for students starting on or after 9/27/16

Bachelor of Arts in Cognitive Studies

Major Course Requirements (36 credits)

- EDU 100 Issues in Education (3 credits)
Prerequisites: GEN 103 and ENG 122
- *PSY 101 Introduction to Psychology (3 credits)
- ECE 205 Introduction to Child Development (3 credits)
- ESE 370 Learning & the Brain (3 credits)
- EDU 338 Human Development & Learning (3 credits)
- ESE 315 Survey of Exceptional Students (3 credits)
- ECE 315 Language Development in Young Children (3 credits)
- EDU 411 Reading & Cognition *OR EDU 362 Adult Learning & Instruction* (3 credits)
- EDU 382 Meeting the Needs of Diverse Learners (3 credits)
- PSY 317 Cognitive Functioning in the Elderly (3 credits) Prerequisite: PSY 101 or equivalent
- PSY 323 Perception, Learning, & Cognition (3 credits) Prerequisite: PSY 101 or equivalent
- EDU 416 Intelligence Assessment (3 credits)
- EDU 417 Cognitive Studies Capstone (3 credits)
Prerequisite: GEN 499

* Satisfies General Education requirements

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Revision, Published 11/09/16

Bachelor of Arts in Education Studies

Special Terms and Conditions:

California Students: According to education code in California, a degree in professional education does not qualify as the Bachelor's degree requirement listed in the qualifications to obtain a teaching credential. Thus,

the Bachelor of Arts in Education Studies degree offered at Ashford University will not satisfy the BA requirement in the list of qualifications needed to obtain a teaching credential in the state of California.

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Correction, Published 8/24/16

Bachelor of Arts in Applied Behavioral Science

Major Course Requirements (39 credits)

- PSY 352 Cognitive Psychology (3 credits)
Prerequisite: PSY 101 and ~~ABS 311~~ PSY 326

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Revision, Effective for students starting on or after 10/11/16

Bachelor of Arts in Health Education Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *36 credits

Electives: ~~38~~ 35 credits

Students must earn a minimum of 30 upper-division credits.

*In this program, 6-9 credits from the major may also satisfy General Education requirements.

Major Course Requirements (36 credits)

- HPR 231 Introduction to Health Education (3 credits)
- ~~HCS 408 Methods of Community Health Promotion (3 credits)~~
- *HPR 232 Community Health Promotion Methods (3 credits)*
- ~~*HCS 316 Cultural Diversity in Health & Illness (3 credits)~~
- *HCA 322 Health Care Ethics & Medical Law (3 credits) Prerequisite: HCA 305 or HCA 205
- HPR 303 Health Communications (3 credits)
- ~~BUS 303 Human Resource Management (3 credits)~~
- *HCA 340 Managing in Health & Human Services (3 credits) Prerequisite: HCA 305 or HCA 205.*
- HPR 350 Introduction to Epidemiology (3 credits)
- HCS 412 Health Promotion Planning & Evaluation (3 credits)

- *HCA 415 Community & Public Health (3 credits)
- HCA 430 Special Populations (3 credits)
- *HPR 450 Grant Writing & Evaluations (3 credits)*
- HPR 460 Analysis of Health Research (3 credits)
- HCS 497 Health Education Capstone (3 credits)
Prerequisite: GEN 499

* Satisfies General Education requirements.

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Revision, Effective 10/05/16

Revision, Effective 1/09/17

Bachelor of Arts in Health Informatics (This program is not accepting new enrollments)

- **HIM 217 Electronic Health Records (3 credits)
~~HCA 417 Electronic Medical Records~~
- ^PSY 325 Statistics for the Behavioral & Social Sciences (3 credits)
~~HCS 445 Statistics for Health Sciences~~

^ Math competency requirement must be met before taking this course.

** A grade of C or higher is required. [1/09/17]

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Published, 10/27/16

Revision, Effective 1/09/17

Correction, Published, 1/18/17

Bachelor of Science in Health Information Management

Memberships

Students should also be aware that they will be required to pay for other memberships and fees to the American Health Information Management Association (AHIMA) in order to successfully complete this program. For more information about on-time completion rates, the median loan debt of students who completed this program, and other important information, please visit www.ashford.edu/pd/obshim.
Special Terms and Conditions: *The baccalaureate degree Health Information Management program is in Candidacy Status, pending accreditation review by the Commission on Accreditation for Health Informatics and Information Management Education (CAHIIM).*

~~This program is not accredited by the Commission on Accreditation for Health Informatics and Information~~

~~Management Education (CAHIM). CAHIM is an independent accrediting organization whose mission is to serve the public interest by establishing and enforcing quality Accreditation Standards for Health Informatics and Health Information Management (HIM) educational programs.~~

~~Academic leadership will pursue programmatic accreditation for this program with CAHIM after the program launches. Eligibility for students to sit for the RHIA certification examination is not available until the program receives formal Commission on Accreditation for Health Informatics and Information Management Education (CAHIM) accreditation.~~

~~Students should be aware that, if Ashford does not receive CAHIM accreditation before they graduate, they will not be eligible to sit for the RHIA national certification exam. Students also should know be aware that without the RHIA certification, their options in relation to employability and salary potential will be significantly reduced.~~

Successful completion of this program does not guarantee certification from the American Health Information Management Association (AHIMA), which may be a requirement for certain positions in this field. Prospective students are advised to regularly review the requirements for job postings in their intended field of employment, which are subject to change. Other factors, such as a student's criminal history, may prevent an applicant from obtaining employment in this field.

Major Course Requirements (70 credits)

- ~~**HIM 217 Electronic Health Records (3 credits)~~
~~Prerequisite: Bachelor of Science in Health Information Management majors only. [1/09/17]~~
 - HIM 250 Clinical Classification Systems I (3 credits) Prerequisites: HIM 105, HIM 205, and HIM 206 and HIM 210 [1/18/17]
 - HIM 445 Healthcare Project Management (3 credits) Prerequisites: HIM 301 [1/18/17]

+ EXP 105 fulfills 3 credits toward total elective credit requirements and is required for all online undergraduate students.

* Satisfies General Education requirements.

** A grade of C or higher is required. [1/09/17]

Page 179-180

Revision, Effective 10/05/16

Revision, Effective for students starting on or after 2/21/17.

Bachelor of Science in Nursing (RN to BSN)

Program Requirements [2/21/17]

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *42 credits

Electives: 26 ~~29~~ credits

Students must earn a minimum of 30 upper-division credits.

*In this program, 3 ~~6~~ credits from the major may also satisfy General Education requirements.

Major Course Requirements (42 credits)

- *ENG 325 Intermediate Composition (3 credits)
Prerequisites: ENG 121 and ENG 122 or equivalents
- ENG 328 Scientific and Technical Writing (3 credits) [2/21/17]
- *NUR 322 Health Care Ethics and Medical Law (3 credits)
- NUR 300 Professional Role Development and Practice in Nursing (3 credits)
- NUR 302 Transcultural Nursing Care (3 credits)
- NUR 304 Health Assessment (3 credits)
- NUR 306 Nursing Research (3 credits)
- ~~NUR 301~~ HIM 301 Introduction to Health Informatics (3 credits) [10/05/16]
- GRO 325 Aging and Health (3 credits)
- NUR 400 Family Health Nursing (3 credits)
- NUR 402 Community Health Nursing (3 credits)
- NUR 404 Nursing Care and Management of Chronic Illness and Disability (3 credits)
- NUR 406 Leading and Managing in Nursing (3 credits)
- NUR 492 Capstone I: Nursing Practice Improvement Inquiry (3 credits)
- NUR 494 Capstone II: Nursing Practice Improvement and Evaluation (3 credits)

*Satisfies General Education requirements

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Correction, Published 9/7/16

Revision, Effective for students starting on or after 11/01/16.

Associate of Arts in Military Studies

Program Outcomes

Students who successfully complete the Associate of Arts in Military Studies degree program will be able to:

- ~~1. Communicate information and ideas at an acceptable competency level through written, verbal, and technological means;~~
 - ~~2. Demonstrate skills in logical reasoning at a level useful in decision making and problem solving activities;~~
 - ~~3. Apply the perspectives of history to understand military studies;~~
 - ~~4. Develop an understanding of international relations and the relationship to the military studies; and~~
 - ~~5. Formulate questions concerning the role of the military within chronological and geographical context to serve as a foundation for more in-depth inquiries.~~
1. Develop logical reasoning skills at a level useful in decision making and problem-solving activities;
 2. Develop the ability to communicate written ideas clearly;
 3. Explain the concept of power and how it can be exercised;
 4. Apply historical events or perspectives to the study of the military;
 5. Assess how international relations relates to the study of the military;
 6. Examine the role of the military as an instrument for the preservation of peace, as well as the waging of war; and
 7. Identify moral and ethical issues related to the military.

Core Requirements (21 credits)

- POL 111 Introduction to Political Science (3 credits) Satisfies General Education Political Science requirement
- POL 255 Introduction to International Relations (3 credits)
- HIS 103 World Civilizations I (3 credits) Satisfies General Education History requirement

- HIS 104 World Civilizations II (3 credits) Satisfies General Education Diversity Awareness requirement
- MIL 275 Military Ethics (3 credits) Satisfies General Education Competency Applied Ethics
- MIL 101 Introduction to Military Studies ~~MIL 208 Survey of the American Military since WWI~~ (3 credits)
- HSM 201 Department of Homeland Security Missions and Current Issues ~~MIL 212 The Military as a Peace Keeping Force~~ (3 credits)

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Revision, Effective for students starting on or after 1/03/17

Bachelor of Arts in Communication Studies

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *~~33~~ 39 credits

Electives: ~~41~~ 32 credits Students must earn a minimum of 30 upper-division credits.

*In this program, 9 6 credits from the major may also satisfy General Education requirements.

Major Course Requirements (~~33~~ 39 credits)

- COM 101 Introduction to Communication (3 credits)
- COM 223 Persuasion & Argumentation (3 credits)
- *SPE 103 Oral Communication (3 credits)
- COM 425 Communication in Organizations (3 credits)
- ~~ENG 325 Intermediate Composition (3 credits)~~ Prerequisites: ~~ENG 121 and ENG 122 or equivalents~~
- COM 345 Media Writing for Communication (3 credits)
- ~~*COM 323 Persuasion & Argumentation (3 credits)~~
- JRN 321 Visual Journalism (3 credits)
- COM 325 Communication & Conflict (3 credits)
- ~~*COM 360 Advanced Communications in Society (3 credits)~~
- *COM 370 Intercultural Communication (3 credits)

- *ENG 328 Scientific & Technical Writing (3 credits) Prerequisites: ENG 122 and fulfillment of the General Education Science requirement.*
 - ~~COM 340 Technical Writing (3 credits)~~
 - CGD 318 Public Relations Practice & Promotional Writing (3 credits)
 - SOC 333 Research Methods (3 credits)
 - ENG 315 Business & Professional Writing (3 credits)
 - COM 480 Communication Studies Capstone (3 credits) Prerequisite: GEN 499
- *Satisfies General Education requirements.

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Correction, Published 10/5/16

Bachelor of Arts in Cultural Anthropology

Major Course Requirements (40 credits)

Prerequisites for courses in this program stated as:

English Competency and ANT 101 or other Diversity Awareness Competency have been corrected to read as: *Communication I & II Competency and ANT 101 or Diversity Awareness General Education Requirement*

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Revision, Effective for students starting on or after 1/03/17

Bachelor of Arts in Environmental Studies

Program Outcomes

Environmental Studies major graduates will be able to:

1. Analyze environmental issues and solutions;
 2. Evaluate the impacts of culture, diversity, ethics, history, law, policy, society, and technology on global environmental issues;
 3. Explain environmental issues and solutions in a scientific manner;
 4. Apply interdisciplinary knowledge to topics in environmental studies and sciences;
 5. Synthesize the complex relationship between humans and the environment; and
 6. Analyze the relationship between environmental studies and stewardship.
1. ~~Demonstrate specific knowledge of material, information, and techniques in the natural sciences relating to a career in the environmental fields;~~
 2. ~~Evaluate the specific knowledge of material and information in the humanities and social sciences relating to a career in the environmental fields;~~

3. ~~Apply critical reading, thinking, and communication skill using language specific to the environmental fields;~~
4. ~~Implement appropriate current technologies that allow work and knowledge in the field to meet or exceed course expectations; and~~
5. ~~Demonstrate critical thinking, reading, and integration skills in the analysis of complex situations in order to develop descriptions, interpretations, and solutions regarding issues in the environmental fields.~~

Major Course Requirements (43 credits)

- ENV 100 Introduction to Environmental Studies (3 credits)
- *SCI 207 ~~Dependence of Man on the Environment~~ Our Dependence upon the Environment (4 credits) [7/12/16]
- ENV 322 Energy & Environmental Systems (3 credits)
- ENV 325 Environmental Management (3 credits)
- ENV 326 Ecology & Evolution (3 credits) Prerequisites: ENV 100 and SCI 207
- ENV 330 Environmental Ethics (3 credits)
- ENV 350 Conservation Biology (3 credits) Prerequisite: ENV 326
- ENV 333 Environmental Impact (3 credits)
- ENV 345 Business & the Environment (3 credits)
- *POL 310 Environmental Policies (3 credits)
- ~~ENG 328 Scientific & Technical Writing (3 credits) Prerequisite: ENG 122 or equivalent~~
- ENV 385 Chemistry and Toxicology (3 credits) Prerequisites: SCI 207, HIM 205, HPR 205 or SSC 340
- */**GEO 308 Geographic Information Systems (3 credits)
- **ENV 495 Environmental Research (3 credits)
- **ENV 497 Environmental Studies Capstone (3 credits) Prerequisite: GEN 499

* Satisfies General Education requirements.

**Please note that some applications in this course may require additional hardware, software, and/or internet connectivity requirements. This includes use of Windows XP with Service Pack 2.0 or higher and broadband Internet access. GIS software used in this program is not compatible with Mac OS.

~~Science General Education requirement must be met before taking this course.~~

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Revision, Effective for students starting on or after 9/27/16

Bachelor of Arts in History

Program Outcomes

History major graduates will be able to:

1. Utilize appropriate historical sources in the completion of written and/or oral narratives and analysis;
2. Interpret events, institutions, and human communities in their historical contexts;
3. Assess historical phenomena in terms of continuity, change, causation, and significance;
4. *Analyze major issues, trends and debates with respect to the historiography of specific topics and themes; Distinguish between history and other ways of thinking about the past;*
5. Evaluate historical events and trends from global perspectives that examine interaction between societies and cultures; and
6. Assess the significance of social and cultural developments within broader historical contexts.

Major Course Requirements (42 credits)

- *HIS 103 World Civilizations I (3 credits)
- *HIS 104 World Civilizations II (3 credits)
- HIS 205 United States History I (3 credits)
- HIS 206 United States History II (3 credits)
- *POL 303 The American Constitution (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- *LIB 320 Global Socioeconomic Perspectives (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency*
- *HIS 306 Twentieth-Century Europe (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency*
- HIS 378 Historiography & Historical Methodologies (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
- ~~HIS 306 Twentieth-Century Europe (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency~~

- ~~*HIS 310 American Women's History (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency~~
 - ~~HIS 331 World War II (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency~~
 - HIS 340 Recent American History (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
 - *HIS 311 Gender in History (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency*
 - HIS 342 The Middle East (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
 - *HIS 355 Decolonization in Asia, Africa and the Americas Prerequisites: HIS 204 and English Proficiency*
 - ~~HIS 351 Asia in the Age of Decolonization & Globalization (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency~~
 - HIS 379 The Atlantic World (3 credits) Prerequisites: Successful completion of General Education History Subject Area and English Proficiency
 - HIS 497 History Capstone: Advanced Research Project (3 credits) Prerequisite: GEN 499
- * Satisfies General Education requirements.

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Correction, published, 11/08/16

Bachelor of Arts in Journalism and Mass Communication

Major Course Requirements (39 credits)

- *JRN 101 Digital & Media Literacy (3 credits)
- JRN 200 Elements of Journalism (3 credits) Prerequisite: ENG 121 and ENG 122 or equivalents
- JRN 201 Multimedia News Writing and Editing (3 credits) Prerequisite: JRN 200
- JRN 333 Ethics in Journalism (3 credits) Prerequisite: JRN 200
- JRN 410 Journalism Law (3 credits) Prerequisite: JRN 200

- JRN 301 Newsgathering & Reporting (3 credits)
Prerequisite: JRN 201
- JRN 321 Visual Journalism (3 credits)
Prerequisite: JRN 301
- JRN 412 Advanced Editorial & Feature Writing (3 credits) ~~Prerequisite: JRN 301~~ **ENG 325**
- JRN 341 Specialized Journalism (3 credits)
Prerequisite: JRN 301
- JRN 339 Global Journalism (3 credits)
Prerequisite: JRN 301
- JRN 425 Journalism & Politics (3 credits)
Prerequisite: JRN 301
- JRN 415 Methods of Research & Analysis in Journalism (3 credits)
- JRN 497 Journalism & Mass Communication Capstone (3 credits) Prerequisite: *All Major Core courses and GEN 499*

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Revision, Effective for students starting on or after 9/06/16

Revision, Effective for students starting on or after 1/03/16

Bachelor of Arts in Law Enforcement Administration

Major Course Requirements (36 credits)

- ~~LEA 201 Introduction to Law Enforcement Administration (3 credits) [9/6/16]~~
- LEA 101 Introduction to Concepts in Law Enforcement Administration (3 credits) [9/6/16]
- ~~LEA 312 Community Policing (3 credits) [1/3/17]~~
- LEA 300 Policing Models for the 21st Century (3 credits) [1/3/17]
- *LEA 316 Ethics in Law Enforcement (3 credits)
- LEA 328 Leadership & Supervision in Law Enforcement (3 credits)
- LEA 408 Technological Management in Law Enforcement (3 credits)
- LEA 339 Law Enforcement Personnel Management (3 credits)
- LEA 413 Investigations Management (3 credits)
- LEA 432 Fiscal Administration in Law Enforcement (3 credits)
- LEA 439 Politics & Law Enforcement (3 credits)

- ~~ENG 325 Intermediate Composition (3 credits) Prerequisites: ENG 121 and ENG 122 or equivalents [1/3/17]~~
 - *ENG 315 Business & Professional Writing (3 credits) Prerequisites: ENG 122 and junior standing or permission of the instructor [1/3/17]*
 - LEA 444 Training Management (3 credits)
 - LEA 497 Law Enforcement Administration Capstone (3 credits) Prerequisite: GEN 499
- * Satisfies General Education requirements.

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Published, 10/27/16

Bachelor of Arts in Liberal Arts

Major Course Requirements (33 credits)

- LIB 301 Liberal Arts Seminar (3 credits)
Prerequisite: Junior standing or permission of the instructor.

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Revision, Effective for students starting on or after 11/01/16

Revision, Effective for students starting on or after 2/21/17

Bachelor of Arts in Military Studies

Program Outcomes

Military Studies major graduates will be able to:

1. ~~Examine the interrelationship between grand strategy and war; Apply the methodologies and approaches characteristic of a range of liberal arts disciplines (e.g. anthropology, history, literature, political science, philosophy, and international relations) in a military context; [11/01/16]~~
2. Analyze issues concerning the role of the military within its chronological and geographical context;
3. ~~Examine how military and civilian authority should co-exist, both in the United States and in deployments abroad; Demonstrate the ability to conduct effective research by creating a final summative research project; [11/01/16]~~
4. Assess the moral and ethical concerns raised through the study of the relationship of the military to society;
5. Analyze the importance of the military as an instrument for the preservation of peace, as well as the waging of war; and

6. *Evaluate the character traits necessary for becoming amoral and effective leader. Demonstrate an understanding of the character traits necessary for becoming a responsible, moral leader.* [11/01/16]

Program Requirements

Total number of credits required: 120 credits

Introductory Course Requirement: 3

General Education Requirements: *52 credits

Major Course Requirements: *39 credits

Electives: 41 credits Students must earn a minimum of 30 upper-division credits.

*In this program, 15 credits from the major may also satisfy General Education requirements.

Major Course Requirements (39 credits)

- *MIL 101 Introduction to Military Studies* [11/01/16]
- ~~*HIS 306 Twentieth-Century Europe~~ (3 credits)
- *MIL 275 Military Ethics (3 credits)
- *MIL 322 Literature of War (3 credits)
- MIL 310 American Military History I (3 credits)
- MIL 311 American Military History II (3 credits)
- MIL 312 Peacekeeping (3 credits)
- *ENG 325 Intermediate Composition (3 credits) Prerequisites: ENG 121 and ENG 122 or equivalents [2/21/17]
- *ENG 315 Business & Professional Writing* (3 credits) Prerequisites: ENG 122 and junior standing or permission of the instructor
- *HIS 306 Twentieth-Century Europe (3 credits)
- *POL 255 Introduction to International Relations (3 credits)
- LIB 318 Peacemaking: A Study of Conflict Resolution (3 credits)
- MIL 350 Studies in Military Leadership (3 credits)
- LIB 323 Revolution and Terrorism in the Modern World (3 credits)
- *POL 303 The American Constitution (3 credits)
- MIL 497 Military Studies Capstone (3 credits) Prerequisite: GEN 499

* Satisfies General Education requirements

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Revision, Effective for students starting on or after 9/27/16

Bachelor of Arts in Political Science and Government

Major Course Requirements (36 credits)

- *POL 111 Introduction to Political Science (3 credits)
- POL 201 American National Government (3 credits)
- POL 255 Introduction to International Relations (3 credits)
- *POL 303 The American Constitution (3 credits)
- POL 310 Environmental Policies (3 credits)
- POL 319 State & Local Government (3 credits)
- POL 325 Congress & the Presidency (3 credits)
- POL 353 Comparative Politics (3 credits)
- POL 411 Political Behavior (3 credits)
- *POL 470 Introduction to Political Analysis* (3 credits) Prerequisite: 18 credit hours in Political Science
- ~~PSY 325 Statistics for the Behavioral & Social Sciences~~
- *POL 480 Methodology in Political Science* (3 credits) Prerequisite: POL 470
- ~~PSY 326 Research Methods~~
- POL 497 Political Science Capstone (3 credits) Prerequisite: GEN 499

* Satisfies General Education requirements.

~~Math competency requirement must be met before taking this course~~

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Correction, Published 8/31/16

Bachelor of Arts in Social Science

Major Course Requirements (39 credits)

- *POL 255 *Introduction to International Relations* (3 credits)

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Revision, Effective 11/30/16

Communication Studies Minor (18 credits)

Please note: This minor is not available to students majoring in Communication Studies.

- COM 101 Introduction to Communication (3 credits)
- *COM 223 Persuasion in Communication* (3 credits)

- ~~COM 323 Persuasion & Argumentation (3 credits)~~
- COM 325 Communication & Conflict (3 credits)
Prerequisites: ENG 121 and ENG 122 or equivalents
- COM 345 Media Writing for Communication (3 credits)
- COM 360 Advanced Communication in Society (3 credits)
- COM 425 Communication in Organizations (3 credits)

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Correction, Published 8/24/16

Educational Psychology Minor (18 credits)

- PSY 352 Cognitive Psychology (3 credits)
Prerequisites: PSY 101, and ~~ABS 344~~ PSY 326

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Addition, Effective 10/12/16

Health Education Minor (18 credits)

Please note: This minor is not available to students majoring in Health Education.

- HPR 231 Introduction to Health Education (3 credits)
- HCS 408 Methods of Community Health Promotion (3 credits)
- HPR 303 Health Communication (3 credits)
- HPR 350 Introduction to Epidemiology (3 credits)
- HCA 340 Managing in Health and Human Services (3 credits)
- HCS 412 Health Promotion Planning and Evaluation (3 credits)

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Addition, Effective 7/27/16

Instructional Design Minor (18 credits)

Please note: This minor is not available to students majoring in Instruction Design, or students majoring in Education Studies with an Instructional Design Specialization.

- EDU 120 Principles of Instructional Design (3 credits)
- EDU 337 Collaboration in the Virtual Classroom (3 credits)
Prerequisites: EDU 120 and EDU 232

- EDU 356 Emerging Issues in Educational Technology (3 credits)
Prerequisites: EDU 120 and EDU 232
- EDU 358 Assessment of Student Learning (3 credits)
Prerequisites: EDU 120 and EDU 232
- EDU 362 Adult Learning & Instruction (3 credits)
- ESE 370 Learning & the Brain (3 credits)

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Revision, Effective 10/12/16

International Security and Military Studies Minor (18 credits)

- MIL 350 Studies in Military Leadership
- ~~MIL 208 Survey of the American Military since WWI~~ (3 credits)
- MIL 312 Peacekeeping
- ~~MIL 212 The Military as a Peace Keeping Force~~ (3 credits)
- MIL 275 Military Ethics (3 credits)
- LIB 318 Peacemaking: A Study of Conflict Resolution
- ~~ANT 307 Anthropology of War~~ (3 credits)
- LIB 323 Revolution and Terrorism in the Modern World
- ~~HIS 331 World War II~~ (3 credits)
- HSM 433 Counter Terrorism & Intelligence Analysis (3 credits)

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Revision, Effective 10/12/16

Law Enforcement Administration Minor (18 credits)

Please note: This minor is not available to students majoring in Law Enforcement Administration.

- LEA 101 Introduction to Law Enforcement Administration (3 credits)
- ~~LEA 201 Introduction to Law Enforcement Administration~~
- LEA 328 Leadership & Supervision in Law Enforcement (3 credits)
- LEA 339 Law Enforcement Personnel Management (3 credits)
- LEA 408 Technological Management in Law Enforcement (3 credits)
- LEA 432 Fiscal Administration in Law Enforcement (3 credits)
- LEA 444 Training Management (3 credits)

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Revision, Effective 11/16/16

Logistics Management Minor (18 credits)

- BUS 445 Total Quality Management (3 credits)
- INF 220 IS Principles (3 credits) Prerequisite: INF 103
- ~~MGT 322 Principles of Logistics Management (3 credits) Prerequisite: MGT 330~~
- MGT 323 Principles of Supply Chain Management Prerequisite: MGT 330
- MGT 325 Introduction to Transportation Management (3 credits) Prerequisite: MGT 330
- MGT 330 Management for Organizations (3 credits)
- MGT 401 Hazardous Materials Management (3 credits) Prerequisite: MGT 330

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Revision, Effective 7/27/16

Organizational Management Minor (18 credits)

Please note: This minor is not available to students majoring in Business Administration or Organizational Management.

- BUS 303 Human Resource Management (3 credits)
- BUS 340 Business Communication (3 credits)
- ~~COM 425 Communication in Organizations (3 credits)~~
- MGT 330 Management for Organizations (3 credits)
- MGT 380 Leadership for Organizations (3 credits)
- BUS 318 Organizational Behavior (3 credits)
- ~~MGT 415 Group Behavior in Organizations (3 credits)~~
- MGT 435 Organizational Change (3 credits)

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Revision, Effective 10/27/16

World History Minor (18 credits)

Please note: This minor is not available to students majoring in History.

- HIS 104 World Civilizations II (3 credits)
- HIS 378 Historiography & Historical Methodologies (3 credits)
- HIS 306 Twentieth-Century Europe (3 credits)
- HIS 342 The Middle East (3 credits)
- ~~HIS 351 Asia in the Age of Decolonization & Globalization (3 credits)~~

- HIS 355 Decolonization in Asia, Africa, and the Americas (3 credits)
- HIS 379 The Atlantic World (3 credits)

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Revision, Published 08/10/16

Specializations

A specialization is an area of study that supplements select undergraduate majors. Students begin specialization coursework following successful completion of the major capstone. Students must declare a specialization prior to completion of program requirements. ~~A student may not enroll in any undergraduate specialization that has a course overlap with any declared major(s).~~

Page 203

Deletion, Effective for students 8/30/16

Corrections Management Specialization (12 credits)

As of August 30, 2016, students may no longer declare the Corrections Management Specialization in any program.

Page 203

Deletion, Effective for students 8/30/16

Criminal Investigations Specialization (12 credits)

As of August 30, 2016, students may no longer declare the Criminal Investigations Specialization in any program.

Page 203

Correction, Published 9/07/16

Health Care Informatics Systems Specialization (12 credits)

Available in all Bachelor's programs in the College of Health, Human Services, and Science except for Applied Behavioral Science, ~~Health Informatics, and Psychology, Health Information Management and Nursing (RN to BSN).~~

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Correction, Published 8/24/16

History Specialization (12 credits)

Available in Bachelor of Arts in Political Science and Government ~~and Social Science degree programs only.~~

- HIS 331 World War II (3 credits)

- HIS 340 Recent American History (3 credits)
- HIS 342 The Middle East (3 credits)
- HIS 379 The Atlantic World (3 credits)

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Deletion, Effective 8/30/16

Homeland Security Specialization (12 credits)

As of August 30, 2016, students may no longer declare the Homeland Security Specialization in any program.

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Revision, Effective 11/16/16

Logistics Management Specialization (12 credits)

Available in Bachelor of Arts in Business

Administration, Entrepreneurship, International Business, Organizational Management, Operations Management and Analysis, and Public Administration only.

- ~~MGT 322 Principles of Logistics Management (3 credits) Prerequisite: MGT 330~~
- MGT 323 Principles of Supply Chain Management Prerequisite: MGT 330
- MGT 325 Introduction to Transportation Management (3 credits) Prerequisite: MGT 330
- MGT 370 International Supply Chain Management (3 credits)
- MGT 401 Hazardous Materials Management (3 credits) Prerequisite: MGT 330

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Deletion, Effective 8/24/16

Political Science and Government Specialization (12 credits)

As of August 24, 2016, students may no longer declare the Political Science and Government Specialization in the History Major. Social Science Majors were prohibited from declaring the Political Science and Government Specialization effective 4/20/16.

Page 210

Addition, Effective 11/30/16

MISM Program-Specific Requirements

The Master of Information Systems Management (MISM) program is available only to applicants who are utilizing the Leader Development Grant (LDG) or Ashford University Employee Tuition Benefit (ETB). Federal student financial aid, such as U.S. Department of Education (DoE) Title IV aid and U.S. Department of

Defense (DoD) Tuition Assistance (TA), is not currently available for any student enrolled in the MISM program. Ashford University does not know when the MISM program will be approved for federal student financial aid.

Students who have successfully completed undergraduate or graduate-level coursework in management information systems, information systems or computer science with a grade of “B-” or higher within the last ten (10) years will be exempt from ISM 500 Introduction to Management of Information Systems.

Students who have successfully completed undergraduate or graduate-level coursework in computer programming with a grade of “B-” or higher within the last ten (10) years or who have earned a certificate in computer programming/coding from a recognized non-traditional training provider (e.g. coding bootcamp, etc.) within the last ten (10) years will be exempt from ISM 510 Introduction to Computer Programming for Business Applications.

Students are responsible for notifying the University if they believe they have met these requirements through previous college coursework during the application process.

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Revision, Published 11/30/16

MSCJ Program-Specific Requirements

~~Master of Science in Criminal Justice students who submit unofficial transcripts indicating that they have earned an undergraduate degree in criminal justice or have successfully completed undergraduate coursework in criminal justice, criminal law and constitutional law with a grade of “C” or higher will be exempt from the requirement to take CRJ 501 Criminal Justice, Criminal Law & the Constitution. Students are responsible for notifying the University if they believe they have met these requirements through previous college coursework during the application process. and are responsible for submitting official transcripts for verification.~~

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Revision, Effective 7/13/16

Revision, Published 11/09/16

Program Enrollment and Cancellation

Initial enrollment in Ashford University graduate programs is arranged through a University Enrollment Services Advisor or University Advisor. New students should contact an Enrollment Services Advisor/University Advisor to register. It is the student's responsibility to officially register for the program course of study. After initial enrollment, students will work with their Student Advisors to register, add courses, or change their course schedule. Any change in the original registration must be communicated to the student's Student Advisor. Major changes in a student's schedule may necessitate completion of a new Admissions Application and Enrollment Agreement.

Students have the right to cancel the Enrollment Agreement and obtain a full refund of charges through attendance in week 3 (day 21 of the first course).

[11/09/16] Applicants who want to cancel an enrollment agreement must contact their Enrollment Services Advisor or University Advisor prior to attending in Week 4 of their first course. Applicants who cancel enrollment will be allowed one more period of conditional admission at Ashford University. Individuals who cancel their enrollment two times while in conditional standing may re-apply to Ashford University no earlier than ~~one year~~ *six months* from their last date of attendance. [07/13/16]

Ashford University reserves the right to cancel or terminate the agreement if the applicant fails to meet basic academic requirements during conditional admission, violate the Student Community Standards, fail to make satisfactory academic progress, fail to make payment in accordance with the terms of his or her student finance agreement, and/or fail to meet attendance requirements as outlined in this Catalog. Applicants who are denied admission may be allowed one more period of conditional admission at Ashford University. Individuals who are denied admission two times while in conditional standing may re-apply to Ashford University no earlier than ~~one year~~ *six months* from their last date of attendance. [7/13/16]

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Revision, Effective 8/02/16

Repeating Courses

Dismissed students should refer to the *Appeal of Academic Dismissal* policy outlined in this *Catalog*. Appeals are evaluated by an Appeals Committee made up of the University Registrar or designee, and representative from Academic Affairs. Students who are denied re-admission after an appeal will not be eligible to submit another appeal for a period of less than ~~one year~~ *six months since their last appeal was received by the University*. Students who have an approved appeal and do not successfully complete their next scheduled repeated course will be dismissed and may not submit another appeal for a period of less than ~~one year~~ *six months*.

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Revision, Published 12/14/16

SMART Track Program

Students enrolled in an Ashford University Bachelor's degree program may be eligible to enroll in up to six (6) credits of graduate-level coursework (or nine (9) applicable credits for the MACC, MBA, *MISM*, MPA or MSCJ programs) toward their Bachelor's degree and accelerate completion of a Master's degree with Ashford University. Please see the SMART Track Program Requirements in the Undergraduate Programs section of this Catalog for more information.

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Revision, Published 11/09/16

Master of Accountancy

Special Terms and Conditions:

California Students: This program alone does not lead to licensure. In order to sit for the Certified Public Account (CPA) examination, a total of 150 semester credits must be completed, of which includes obtaining a baccalaureate degree. Ashford students who transfer in undergraduate general education credits may need to determine that they are meeting the requirements during their program of study. The completion of Ashford's Bachelor of Arts in Accounting and its Master of Accountancy degrees do meet the educational requirements to sit for the CPA examination. Applicants must provide the California Board of Accountancy (CBA) with satisfactory evidence of having completed a minimum of 12 months of general accounting experience, a CBA-accepted ethics examination that

must be passed within two years of submitting the CPA application, a criminal history background check by fingerprint via a Live Scan service and the completion of a Criminal Conviction Disclosure Form to disclose any misdemeanor or felony convictions. For additional details regarding the CA requirements for obtaining a CPA license, please visit:
<http://www.dca.ca.gov/cba/applicants/applbook.pdf>.

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Effective for students starting on or after 11/01/16

Master of Business Administration Marketing Specialization

- ~~MKT 625 Consumer Behavior~~ MKT 640 Brand Publishing (3 credits)
- MKT 635 Market Research (3 credits)
- BUS 695 Marketing Capstone Seminar (3 credits)

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Revision, Published 11/09/16

Master of Arts in Education

Certification and Licensure Terms and Conditions:
California Students: An education degree offered through Ashford University's online modality does not lead to teacher licensure in the state of California. In order to obtain teacher licensure, a baccalaureate or higher degree, except in professional education, from a regionally-accredited college or university is required. Residents that meet the education requirement must also complete a CA state approved teacher preparation program which includes coursework, a supervised student teaching experience and a formal recommendation by the institution where the preparation program was completed. They also must pass the state exams which includes California Basic Educational Skills Test™ (CBEST®) and California Subject Examinations for Teachers® (CSET®). A criminal history background check by fingerprint via a Live Scan service must be passed that may include an investigation into felony and misdemeanor convictions. For additional details regarding the CA requirements for obtaining a single subject teaching credential, please visit:
<http://www.ctc.ca.gov/credentials/leaflets/cl560c.pdf>.

Page 227

Deletion, effective for students 10/06/16

Master of Arts in Education, Instructional Practice

As of 10/06/16, students may no longer declare the Instructional Practice Specialization in the MAED program.

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Revision, Published 11/09/16

Master of Arts in Teaching and Learning with Technology

Certification and Licensure Terms and Conditions:
California Students: An education degree offered through Ashford University's online modality does not lead to teacher licensure in the state of California. In order to obtain teacher licensure, a baccalaureate or higher degree, except in professional education, from a regionally-accredited college or university is required. Residents that meet the education requirement must also complete a CA state approved teacher preparation program which includes coursework, a supervised student teaching experience and a formal recommendation by the institution where the preparation program was completed. They also must pass the state exams which includes California Basic Educational Skills Test™ (CBEST®) and California Subject Examinations for Teachers® (CSET®). A criminal history background check by fingerprint via a Live Scan service must be passed that may include an investigation into felony and misdemeanor convictions. For additional details regarding the CA requirements for obtaining a single subject teaching credential, please visit:
<http://www.ctc.ca.gov/credentials/leaflets/cl560c.pdf>.
For additional details regarding the CA requirements for obtaining a multiple subject teaching credential, please visit:
<http://www.ctc.ca.gov/credentials/leaflets/cl561c.pdf>.

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Revision, Published 11/09/16

Master of Arts in Psychology

Special Terms and Conditions:
California Students: This program does not lead to licensure. According to the California Board of Psychology, candidates for licensure must have a doctorate degree in clinical or counseling psychology. The Board of Behavioral Sciences which

governs licensure for LMFT, LPC, LPCC, and LCSW, requires candidates to meet didactic requirements and rigorous practicum/supervised professional hours that range between 500 to 2000 hours depending on the type of license. Coursework in the MAPSY may partially meet didactic requirements for CA licensure but that evaluation is done by the respective boards, and the purpose of the program is not designed to prepare students for licensure of any type. A criminal history background check by fingerprint via a Live Scan service must be passed that may include an investigation into felony and misdemeanor convictions. For additional details regarding the CA requirements for obtaining licensure, please visit:

<http://www.psychology.ca.gov/licensees/>.

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Effective for students starting on or after 11/01/16

Master of Arts in Health Care Administration

Course Requirements (36 credits)

- MHA 601 Principles of Health Care Administration (3 credits)
- MHA 622 Health Care Ethics & Law (3 credits)
- MHA 620 Health Policy Analyses (3 credits)
- MHA 630 Global & Population Health Comparative Systems (3 credits)
- MHA 616 Health Care Management Information Systems (3 credits)
- ~~MHA 610 Introduction to BioStatistics~~
MHA 605 Business Intelligence (3 credits)
- MHA 612 Financial & Managerial Accounting (3 credits)
- MHA 618 Health Economics (3 credits)
- MHA 624 Continuous Quality Improvements & Risk Management (3 credits)
- MHA 628 Managed Care & Contractual Services (3 credits)
- MHA 626 Strategic Planning & Marketing in Health Care (3 credits)
- MHA 690 Health Care Capstone (3 credits)

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Revisions, Published Periodically

Ashford University Administration/Faculty

Various updates are published periodically for this section. Please see [this section](#) in the Online Catalog for an accurate listing of current administration.