



UNIVERSITY
of the ROCKIES®

Academic Catalog
Supplement
2017-2018

Last updated February 7, 2018

University of the Rockies
1201 16th St., Suite 200
Denver, CO 80202
Toll-free: (866) 621-0124

Table of Contents

Tuition and Fees	1
Errata.....	8
Course Descriptions.....	18

Tuition and Fees

Page 59-61

Revision, Effective 9/1/2017

Revision, Effective 2/7/2018

Non-Standard Term Delivery Format (Denver Campus)

Master of Arts in Counseling – All Specializations

Master of Arts in Psychology - Career Management & Counseling, General Psychology, Sport & Performance Psychology Specializations

Doctor of Psychology, Clinical Specialization

The following is a list of tuition and fees applicable to programs and/or courses offered in the non-standard-term delivery format, effective February 7, 2018 ~~September 1, 2017~~ April 1, 2017. Tuition rates and fees may change at any time without prior notice; however, students will not be charged retroactively for tuition and fee increases for coursework already completed or for coursework the students were in the process of completing. Indirect costs which are not billed directly by the University may be found at:

http://www.rockies.edu/admissions/dis_cost.htm.

Fees:

Course Materials+ (average per course)	\$200.00
Technology Fee* (per term)	
Master's	\$100.00
Doctorate	\$100.00
Transportation Fee ++ (per calendar year)	\$282.00
Assessment/Materials Fee	
Assessment (Intelligence)	\$100.00
Assessment (Objective Personalities/Objective Techniques)	\$50.00
Assessment (Projective/Projective Techniques)	\$50.00
Assessment (Neuropsychology)	\$50.00
Assessment (Lifestyle and Career Development)	\$50.00
Assessment (Child and Adolescent)	\$50.00
Assessment (Trauma)	\$50.00
Assessment (Forensic)	\$50.00
Clinical Practicum (per term)	\$30.00
Counseling Practicum/Internship (per term)	\$30.00
Doctoral Qualifying Exam (per attempt)	\$300.00
Comprehensive Exam Fee (per attempt)	\$300.00
Outstanding Balance Administrative Fee (monthly)	\$30.00
Insufficient Funds Fee	\$10.00
Replacement Student ID Fee	\$14.00
Applied Doctoral Project/Dissertation Binding	
One bound copy is required for graduation and included with the graduation fee.	No Charge
Students are responsible for additional Applied Doctoral Project/Dissertation Bindings.	
Dissertation/Applied Doctoral Project Support Fee^ (per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, & RES 8985. RES 8991 credit or RES 8986 credit)	\$500.00
Graduation Fee**	

Master's	\$250.00
Doctoral	\$500.00
Replacement/Duplicate Diploma Fee	\$45.00
Transcripts (electronic)***	\$6.00
Transcripts (paper)***	\$8.00
One Internship Application Transcript	No Charge
Copies of Education Records (per page)	\$0.50
Miller Analogies Test (MAT)^	\$65.00

+ Required course materials may be updated on a periodic basis. Students retaking courses may find it necessary to purchase updated materials in order to meet course requirements. For courses where ~~Constellation course~~ digital materials are provided in lieu of textbooks, a \$75.00 fee (CDM fee) is applied for each individual CDM directly to the student's account concurrent with the charge for tuition. Students are not charged the CDM fee for repeated coursework if previously charged. The fee is fully refundable if the student does not post attendance beyond the first week of the course. For courses where RedShelf digital materials are provided in lieu of textbooks, a variable MATFEE (based on market price for materials), which may exceed \$75.00, is applied per course directly to the student's account concurrent with the charge for tuition. Students are not charged the MATFEE for repeated coursework if previously charged. Students can opt-out of the RedShelf digital materials and the MATFEE by contacting their advisor via email by 11:59 PM (MST) of the first day of their course.

^ The Dissertation/Applied Doctoral Project Support Fee is assessed per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, and RES 8985 ~~Dissertation Extension/Applied Doctoral Project Extension~~. The fee covers support of the Dissertation/Applied Doctoral Project process. It is the student's responsibility to ensure payment of this fee when it is charged. Payment must be received before transcripts or diplomas can be released. This fee is fully refundable if a student does not attend beyond week one of a course. After this time, the fee becomes non-refundable.

Page 61-62

Revision, Effective 2/7/2018

Non-Standard Term Delivery Format (Online) Master of Arts in Counseling – All Specializations

The following is a list of tuition and fees applicable to programs and/or courses offered in the non-standard term online delivery format, effective February 7, 2018 ~~April 1, 2017~~. Tuition rates and fees may change at any time without prior notice; however, students will not be charged retroactively for tuition and fee increases for coursework already completed or for coursework the students were in the process of completing. Indirect costs which are not billed directly by the University may be found at:

<http://www.rockies.edu/admissions/3122.htm>.

Fees:

Course Materials+ (average per course)	\$200.00
Technology Fee* (per term)	\$100.00
Counseling Practicum/Internship (per term)	\$1,300.00
Insufficient Fund Fee	\$10.00
Graduation Fee**	\$250.00
Replacement/Duplicate Diploma Fee	\$45.00
Transcripts (electronic)***	\$6.00
Transcripts (paper)***	\$8.00
One Internship Application Transcript	No Charge
Copies of Education Records (per page)	\$0.50

+ Required course materials may be updated on a periodic basis. Students retaking courses may find it necessary to purchase updated materials in order to meet course requirements. For courses where *Constellation* course digital materials are provided in lieu of textbooks, a \$75.00 fee (CDM fee) is applied for each individual CDM directly to the student's account concurrent with the charge for tuition. Students are not charged the CDM fee for repeated coursework if previously charged. The fee is fully refundable if the student does not post attendance beyond the first week of the course. *For courses where RedShelf digital materials are provided in lieu of textbooks, a variable MATFEE (based on market price for materials), which may exceed \$75.00, is applied per course directly to the student's account concurrent with the charge for tuition. Students are not charged the MATFEE for repeated coursework if previously charged. Students can opt-out of the RedShelf digital materials and the MATFEE by contacting their advisor via email by 11:59 PM (MST) of the first day of their course.*

Page 63-64

Revision, Effective 9/1/2017

Revision, Effective 2/7/2018

**Non-Term Delivery Format (Denver Campus)
Master of Arts in Psychology – All Specializations**

Master of Arts in Human Services – All Specializations

Master of Arts in Education

Master of Arts in International Leadership

Master of Arts in Human Development – All Specializations

Master of Arts in Public Sociology – All Specializations

Master of Arts in Organizational Development and Leadership – All Specializations

Doctor of Philosophy in Human Services – All Specializations

Doctor of Philosophy in Education

Doctor of Philosophy in Organizational Development and Leadership – All Specializations

Doctor of Psychology – excluding Clinical Specialization

The following is a list of tuition and fees applicable to programs and/or courses offered in the non-term delivery format, effective February 7, 2018 ~~September 1, 2017~~ ~~April 1, 2017~~. Tuition rates and fees may change at any time without prior notice; however, students will not be charged retroactively for tuition and fee increases for coursework already completed or for coursework the students were in the process of completing. Indirect costs which are not billed directly by the University may be found at:

http://www.rockies.edu/admissions/dis_cost.htm.

Fees:

Course Materials+ (average per course)	\$200.00
Technology Services Fee*	

Master's	\$750.00
Doctorate	\$950.00
Transportation Fee ++ (per calendar year)	\$282.00
In-Residence Workshop Fee** (per workshop; 3 workshops required)	\$500.00
Insufficient Funds Fee	\$10.00
Replacement Student ID Fee	\$14.00
Dissertation/Applied Doctoral Project Binding One bound copy is required for graduation and included with the graduation fee.	No Charge
Students are responsible for additional Applied Doctoral Project/Dissertation bindings.	
Dissertation/Applied Doctoral Project Support Fee*** (per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, & RES 8985 RES 8991 credit or RES 8986 credit)	\$500.00
Graduation Fee^	
Master's	\$250.00
Doctoral	\$500.00
Replacement/Duplicate Diploma Fee	\$45.00
Transcripts (electronic)^	\$6.00
Transcripts (paper)^	\$8.00
Copies of Education Records (per page)	\$0.50

+ Required course materials may be updated on a periodic basis. Students retaking courses may find it necessary to purchase updated materials in order to meet course requirements. For courses where *Constellation* course digital materials are provided in lieu of textbooks, a \$75.00 fee (CDM fee) is applied for each individual CDM directly to the student's account concurrent with the charge for tuition. Students are not charged the CDM fee for repeated coursework if previously charged. ~~Students are not charged the CDM fee for repeated coursework if previously charged.~~ The fee is fully refundable if the student does not post attendance beyond the first week of the course. *For courses where RedShelf digital materials are provided in lieu of textbooks, a variable MATFEE (based on market price for materials), which may exceed \$75.00, is applied per course directly to the student's account concurrent with the charge for tuition. Students are not charged the MATFEE for repeated coursework if previously charged. Students can opt-out of the RedShelf digital materials and the MATFEE by contacting their advisor via email by 11:59 PM (MST) of the first day of their course.*

***The Dissertation/Applied Doctoral Project Support Fee is assessed per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, and RES 8985 ~~Dissertation Extension/Applied Doctoral Project Extension~~. The fee covers support of the Dissertation/Applied Doctoral Project process. It is the student's responsibility to ensure payment of this fee when it is charged. Payment must be received before transcripts or diplomas can be released. This fee is fully refundable if a student does not attend beyond week one of a course. After this time, the fee becomes non-refundable.

Page 64-66

Revision, Effective 9/1/2017

Revision, Effective 2/7/2018

Non-Term Delivery Format (Online)

Master of Arts in Psychology – All Specializations

Master of Arts in Human Services – All Specializations

Master of Arts in Human Development – All Specializations

Master of Arts in Organizational Development and Leadership – All Specializations

Master of Arts in Education

Master of Arts in International Leadership

Master of Arts in Public Sociology – All Specializations

Doctor of Philosophy in Human Services – All Specializations

Doctor of Philosophy in Education

Doctor of Philosophy in Organizational Development and Leadership – All Specializations

Doctor of Psychology – All Specializations

The following is a list of tuition and fees applicable to programs and/or courses offered in the non-term delivery format, effective February 7, 2018 ~~September 1, 2017~~ ~~April 1, 2017~~. Tuition rates and fees may change at any time without prior notice; however, students will not be charged retroactively for tuition and fee increases for coursework already completed or for coursework the students were in the process of completing. Indirect costs which are not billed directly by the University may be found at: http://www.rockies.edu/admissions/online_cost.htm.

Fees:

Course Materials+ (average per course)	\$200.00
Technology Services Fee*	
Master’s	\$750.00
Doctorate	\$950.00
In-Residence Workshop Fee** (per workshop; 3 workshops required)	\$500.00
Insufficient Funds Fee	\$10.00
Dissertation/Applied Doctoral Project Binding	
One bound copy is required for graduation and included with the graduation fee. Students are responsible for additional Dissertation/Applied Doctoral Project bindings.	No Charge
Dissertation/Applied Doctoral Project Support Fee*** (per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, & RES 8985 RES 8991 credit or RES 8986 credit)	\$500.00
Graduation Fee^	
Master’s	\$250.00
Doctoral	\$500.00
Replacement/Duplicate Diploma Fee	\$45.00
Transcripts (electronic)^^	\$6.00
Transcripts (paper)^^	\$8.00
Copies of Education Records (per page)	\$0.50

+ Required course materials may be updated on a periodic basis. Students retaking courses may find it necessary to purchase updated materials in order to meet course requirements. For courses where *Constellation* ~~course~~ digital materials are provided in lieu of textbooks, a \$75.00 fee (CDM fee) is applied for each individual CDM directly to the student’s account concurrent with the charge

for tuition. Students are not charged the CDM fee for repeated coursework if previously charged. The fee is fully refundable if the student does not post attendance beyond the first week of the course. *For courses where RedShelf digital materials are provided in lieu of textbooks, a variable MATFEE (based on market price for materials), which may exceed \$75.00, is applied per course directly to the student’s account concurrent with the charge for tuition. Students are not charged the MATFEE for repeated coursework if previously charged. Student can opt-out of the RedShelf digital materials and the MATFEE by contacting their advisor via email by 11:59 PM (MST) of the first day of their course.*

***The Dissertation/Applied Doctoral Project Support Fee is assessed per credit of RES 8990, RES 8991, RES 8981, RES 8982, RES 8983, RES 8984, and RES 8985 ~~Dissertation Extension/Applied Doctoral Project Extension~~. The fee covers support of the Dissertation/Applied Doctoral Project process. It is the student’s responsibility to ensure payment of this fee when it is charged. Payment must be received before transcripts or diplomas can be released. This fee is fully refundable if a student does not attend beyond week one of a course. After this time, the fee becomes non-refundable.

Page 66-67

Revision, Effective 9/1/2017

California Student Tuition Recovery Fund

CA Residents Only

~~You must pay the state imposed assessment for the Student Tuition Recovery Fund (STRF) if all of the following applies to you:~~

- ~~1. You are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition either by cash, guaranteed student loans, or personal loans, and~~
- ~~2. Your total charges are not paid by any third party payer such as an employer, government program or other payer unless you have a separate agreement to repay the third party.~~

~~You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if either of the following applies:~~

- ~~1. You are not a California resident, or are not enrolled in a residency program, or~~
- ~~2. Your total charges are paid by a third party, such as an employer, government program or other payer, and you have no separate agreement to repay the third party.~~

The State of California ~~created~~ *established* the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic losses suffered by ~~a students in an educational programs at a qualifying institution, who is or was a~~ *California residents while enrolled, or was* ~~are~~ *enrolled in a residency programs; if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition. You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.* ~~attending~~

~~certain schools regulated by the Bureau for Private Postsecondary and Vocational Education.~~

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

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

1. *The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.*
2. *You were enrolled at an institution or a location of the institution within the 120 day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120 day period before the program was discontinued.*
3. *You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.*
4. *The institution has been ordered to pay a refund by the Bureau but has failed to do so.*
5. *The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.*
6. *You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.*
7. *You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.*

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

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

within the original four (4) year period, unless the period has been extended by another act of law.

1. ~~The school closed before the course of instruction was completed.~~
2. ~~The school's failure to pay refunds or charges on behalf of a student to a third party for license fees or any other purpose, or to provide equipment or materials for which a charge was collected within 180 days before the closure of the school.~~
3. ~~The school's failure to pay or reimburse loan proceeds under a federally guaranteed student loan program as required by law or to pay or reimburse proceeds received by the school prior to closure in excess of tuition and other costs.~~
4. ~~There was a material failure to comply with the Act or this Division within 30 days before the school closure or, if the material failure began earlier than 30 days prior to closure, the period determined by the Bureau.~~
5. ~~An inability after diligent efforts to prosecute, prove, and collect on a judgment against the institution for violation of the Act.~~

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

Page 69-70

Revision, Effective 11/1/2017

University of the Rockies Military Grant

Students enrolled in a University of the Rockies program may be eligible for the University of the Rockies Military Grant. Eligible students include US Active Duty, Veterans, Reservists es, National Guard, spouses of Active Duty, National Guard, Reservists, or Veterans, students using VA Education Benefits, Department of Defense employees, Veterans Affairs employees, civilian employees of the US Coast Guard, recipients of MyCAA, and recipients of the Fry Scholarship.

~~To qualify to receive the University of the Rockies Military Grant,~~ ~~you~~ Student must provide and meet the appropriate requirements to qualify for the University of the Rockies Military Grant:

- Submit application for admissions to University of the Rockies with all grant-verifying documents;
- Provide proof of active duty or military status by submitting one of the following forms of identification:
 - SOS, LES, COE, Marriage Certificate (spouses), Fry Scholarship Certificate of Eligibility, eBenefits website screenshot, or milConnect website screenshot, VA Education Statement of Benefits; or
- Submit a DD-214, for Veterans not utilizing VA educational benefits or who have exhausted benefits.
 - Character of Service must be Honorable. Veterans with under honorable discharge status may qualify for the grant providing they qualify for Vocational Rehabilitation and Employment benefits. Dishonorable do not qualify. A copy of the Marriage Certificate will be required with spouses DD-214; and
- Remain enrolled or return as scheduled from an approved break.

Page 70

Revision, Effective 2/7/2018

University of the Rockies Corporate Tuition Benefit Alliance Grant

Students enrolled in a University of the Rockies program may be eligible for the University of the Rockies *Corporate Tuition Benefit Alliance Grant*. Eligible students include Participating Organizations' employees and/or immediate family members. ~~Benefits Grants~~ are only applied to an eligible student's account upon receipt of an approved employment/membership with a Participating Organization, and must provide the University with an approved verification of corporate affiliation.

~~Benefits Grants~~ are applicable to course tuition, and are applied as a percentage of tuition per credit hour. In addition, this ~~benefit grant~~ may also cover the Technology Fee (non-standard term) or Technology Services Fee (non-term).

Approval of eligibility for *Corporate Tuition Alliance* benefits may be combined with an academic scholarship, but cannot be combined with any other University of the Rockies scholarship, grant, or tuition waiver while utilizing the *Corporate Tuition Alliance* ~~B~~benefits.

Students that exceed 14 days of consecutive non-attendance and are not on an approved break or Academic Leave will be asked to re-verify eligibility for the *Corporate Tuition Benefit* ~~University of the Rockies Alliance Grant~~ upon return by providing appropriate verification of corporate affiliation.

The *Corporate Tuition Benefit* ~~University of the Rockies Alliance Grant~~ is not retroactive.

Page 71

Revision, Effective 2/7/2018

University of the Rockies College Continuation Benefit Corporate Continuation Grant

Students enrolled in a University of the Rockies degree program, who were previously receiving the University of the Rockies Alliance Grant or *University of the Rockies Corporate Tuition Benefit*, may be eligible for the *College Continuation Benefit Corporate Continuation Grant*. The *College Continuation Benefit Corporate Continuation Grant* offers a tuition grant to match the student's former Alliance Grant or *Tuition Benefit* up to 20%.

~~Benefits Grants~~ are applicable to course tuition, and are applied as a percentage of tuition per credit hour.

Former Alliance Grant or *Tuition Benefit* recipients who are in good standing with the University, but are no longer eligible for benefits through their employer affiliation, may be eligible for this ~~benefit grant~~.

Once enrolled under the *College Continuation Benefit Corporate Continuation Grant*, students must also abide by all applicable Graduate Program Satisfactory Academic Progress Standards. Students may only utilize one University of the Rockies grant, scholarship, or tuition waiver at any given time as an active and enrolled student. *The College Continuation Benefit may be combined with an academic scholarship.*

The *College Continuation Benefit* ~~University of the Rockies Corporate Continuation Grant~~ is not retroactive.

Page 71-72

Revision, Effective 11/1/2017

University of the Rockies International Diversity Grant

International students who are non-U.S. residents and non-U.S. citizens, and meet admission requirements to enroll in an online *non-term* degree program at University of the Rockies, may be eligible for the International Diversity Grant. Enrolled students will need to complete the International Diversity Grant Application and meet the requirements listed in the form.

Students awarded this grant, and are enrolled in an online non-term program, will receive a waiver of the Technology Services Fee and net tuition costs for every third course*, after successful completion of preceding courses. The Technology Services Fee for non-term degree programs is considered a one-time fee and will be waived for grant recipients. Students who qualify for the International Diversity Grant must successfully complete two courses to have the grant payments applied.

~~Students awarded this grant, and are enrolled in the online Master of Arts in Counseling program, will receive a waiver of the Technology Fee and a 20% tuition grant for each course**. The Technology Fee is charged every term and will be waived for grant recipients.~~

In order to maintain eligibility, grant recipients must remain continuously enrolled at the University. The grant will be not applied retroactively if the grant recipient has already started or completed their third course (~~non-term programs~~) or the first term (~~Master of Arts in Counseling program~~).

Eligibility of the International Diversity Grant may be combined with an academic scholarship, but may not be eligible for any other University of the Rockies scholarship, grant, or tuition waiver while utilizing the International Diversity Grant.

The University of the Rockies International Diversity Grant is not retroactive.

*Please Note: Dissertation and Applied Doctoral Project courses are not eligible for this grant.

**~~Please Note: Practicum and Internship courses are not eligible for this grant.~~

Page 72

Revision, Effective 11/1/2017

University of the Rockies First Responders Grant

Students enrolled in a University of the Rockies degree program may be eligible for the University of the Rockies First Responders Grant. Eligible students include Domestic U.S. first responders such as Federal/State/County - Police, Sheriff, Fire, EMTs, and paramedics; ~~who are enrolled in one of the following programs; Master of Arts in Psychology or Doctor of Psychology, Criminology and Justice Studies Specialization, Master of Arts in Organizational Development and Leadership, or Doctor of Philosophy in Organizational Development and Leadership.~~ Students should contact an Enrollment Services Advisor to find out if their position is eligible.

Scholarships and Awards

University of the Rockies awards annual scholarships to students that ~~embody~~ reflect its commitment to its core values of Integrity, Service, Excellence, and Diversity. Scholarship recipients are selected by committees consisting of faculty, administrators, and ~~academic leadership scholarship founders~~.

Each scholarship is a \$1,500 tuition-based award disbursed one time (unless otherwise noted) to be applied during one term of enrollment. Students may apply for more than one scholarship, if they meet ~~meeting~~ the requirements for each.

For more information on scholarships and or to access a scholarship application, go to:

<http://www.rockies.edu/admissions/scholarships.htm>.

Eligibility Requirements

- Applicants must be current Master's or Doctoral students at University of the Rockies with a GPA of 3.7 or higher at the time of ~~this~~ application.
- Applicants must have completed *at least* nine (9) credits and be currently enrolled in a course in his/her program by the scholarship award date.
- Students must be in good financial standing with the University.
- Students must be enrolled in a ground-based or online degree program.

In order to maintain eligibility, scholarship recipients must meet the following conditions:

- Remain continuously enrolled at the University.
- Maintain a minimum 3.0 GPA and satisfactory academic progress as outlined in the Academic Catalog.

Scholarship and Award Descriptions

J. Frank Rice Memorial Scholarship

Scholarship awarded in honor of J. Frank Rice, PhD, a founding faculty and Colorado School of Professional Psychology (COSPP) board member. The scholarship is awarded each year to an outstanding student who values the pursuit of knowledge and ~~intends to serves the common good~~.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word typed essay describing:

- Any work in community involvement or as a volunteer;
- How the scholarship will help their financial situation and support the pursuit of their degree; and
- How their degree will enhance their effectiveness in their professional role.

James R. Gregg Memorial Scholarship

Scholarship awarded in honor of James R. (Jim) Gregg, PsyD, an alumnus of COSPP. The scholarship is awarded each year to a student who demonstrates determination, tenacity, personal growth, and commitment to serving others.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word typed essay describing:

- Any work in the community, or as a volunteer, that demonstrates a commitment to serving others;
- How the scholarship will help their financial situation and support the pursuit of their degree; and
- How their degree will enhance their effectiveness in their professional role.

Presidential Diversity Scholarship

The *Presidential Diversity Scholarship* will be awarded to a student of any background who demonstrates significant personal growth or community involvement *during the course of their academic program related to their heritage*. Diversity is a core value of *University of the Rockies*, and the University encourages students of all cultures and experiences to seek higher learning opportunities, learn from each other, and contribute to the public good.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word typed essay describing:

- What does the core value of diversity mean to you?
- What community activities have you pursued that contribute to the University's commitment to diversity and inclusion?
- What role does diversity play in your personal and professional goals ~~How will receiving this scholarship help your financial situation?~~

Presidential Alumni Scholarship

The *Presidential Alumni Scholarship* is awarded to a graduate of a University of Rockies' Master's program who is pursuing a Doctorate degree with the University.

Applicants must:

- Currently be enrolled and taking courses in a University of the Rockies doctoral program at the time of application;
- Submit a position statement addressing their commitment to service and articulating how their doctorate degree will enhance their effectiveness in their professional role and/or participation in a professional organization or association related to the field of study; and
- Submit a letter of recommendation from a University of the Rockies faculty member.

Excellence in ~~Distinguished~~ Organizational Leadership Scholarship

The Excellence in ~~Distinguished~~ Organizational Leadership Scholarship is awarded to a current Master's or Doctoral student in a the School of Organizational Leadership program who demonstrates excellence and embodies attributes of the University of the Rockies' mission of seeking preparation for life goals and distinguished leadership.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word essay describing:

• *Your commitment to service and articulating how your degree will enhance your effectiveness in your professional role and/or participation in a professional organization or association related to the field of Leadership. Submit a position statement addressing their commitment to service and articulating how their degree will enhance their effectiveness in their professional role and/or participation in a professional organization or association related to the field of Organizational Leadership; and*

• *What does distinguished leadership mean to you? How do you model such leadership? Submit a letter of recommendation from a University of the Rockies faculty member.*

• *Who has been a role model for you in this area and why?*

Excellence in Psychology Founders Scholarship

The Excellence in Psychology Founders Scholarship is awarded to a current Master's or Doctoral student in a ~~the School of~~ Psychology program who demonstrates excellence and embodies attributes of the University of the Rockies' mission in seeking preparation for life goals, professional practice, and service. This scholarship recognizes our roots as the Colorado School of Professional Psychology, and the foundation of our institution in the areas of psychology and the social and behavioral sciences. This scholarship is awarded each year to an outstanding student who values the pursuit of knowledge and intends to serve the common good.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word essay describing:

• *Your commitment to service and articulating how your degree will enhance your effectiveness in your professional role and/or participation in a professional organization or association related to the field of Psychology. Submit a position statement addressing their commitment to service and articulating how their degree will enhance their effectiveness in their professional role and/or participation in a professional organization or association related to the field of Psychology; and*

• *Any community involvement or work as a volunteer providing service to others. Submit a letter of recommendation from a University of the Rockies faculty member.*

• *The importance of Psychology in your personal and professional goals.*

Excellence in Social, Human, and Educational Development Scholarship

The Excellence in Social, Human, and Educational Development Scholarship is awarded to a current Master's or Doctoral student in the ~~School of~~ Social, Human and Educational Development programs who demonstrates excellence and embodies attributes of the University of the Rockies' mission in seeking preparation for life goals, professional practice, and service. This scholarship is awarded each year to an outstanding student who values the pursuit of knowledge and intends to serve the common good.

Applicants must submit a letter of recommendation from a University of the Rockies faculty member and a 500-word essay describing:

• *Your commitment to service and articulating how your degree will enhance your effectiveness in your professional role and/or*

participation in a professional organization or association related to the field of Social, Human, and Educational Development. Submit a position statement addressing their commitment to service and articulating how their degree will enhance their effectiveness in their professional role and/or participation in a professional organization or association related to the field of Social, Human and Educational Development and Services; and

• *Any professional responsibilities, community involvement, and/or work as a volunteer providing service to others and demonstrating leadership skills. Submit a letter of recommendation from a University of the Rockies faculty member.*

• *The importance of Human Service, Sociology, and/or Educational Development in your personal and professional goals.*

• *Current service to public and private sectors for Social, Human, or Educational Development that demonstrates leadership skills.*

Errata

The errata listed below apply to the 2017-2018 University of the Rockies Academic Catalog (effective date July 1, 2017).

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.

If you have questions related to changes listed, please contact your Student Advisor (online) or Registrar Assistant (on-ground) for assistance.

Note: Entries may contain excerpts from policies. For the complete policy or statement reference, please refer to the page number associated with each entry.

Page 8

Revision, Effective 9/1/2017

Contact Information

Students who believe they are in need of accommodations should contact the Office of Student Access and Wellness at access@rockies.edu or review general information regarding disability services and accommodations at www.rockies.edu/resources/access_wellness. Students who have a concern about their disability accommodations may contact the Student Access and Wellness Specialist. Formal complaints will be handled in accordance with the University of the Rockies Dispute Resolution Procedure for Student Complaints.

For additional information on Accessibility for Students with Disabilities see the Student Support, Health, and Safety section of this Catalog.

ADA Coordinator of University of the Rockies,
Leah Belsley, Student Access and Wellness Specialist III, ADA Coordinator,

Leah Belsley can be contacted at:

Phone: (866) 621-0124 ext. 30204

Email: Leah.Belsley@rockies.edu

Mailing Address:

1201 16th Street, Suite 200, Denver, CO 80202

Page 11

Revision, Effective 9/1/2017

Changes to Records

Official Name Change

If the University becomes aware that a student's name recorded in the University system does not match the student's official name as reflected by the United States Social Security Administration, the Registrar's Office will change the name in all systems to reflect the student's legal name. The student's legal name must be reflected in all systems of record, including the online classroom. Nicknames may not be used.

To update the University record as a result of a legal name change, ~~he or she~~ the student must complete a Change of Name Request form and provide copies of a signed Social Security card reflecting the new name, along with

supplemental documentation, as outlined on the form, ~~to the Registrar's Office.~~

Preferred Name Change

University of the Rockies recognizes that there are scenarios where a student may wish to utilize a non-legal name. The University will attempt to respect the student's request to use a preferred name with the understanding that issues may arise with respect to financial aid processing, identity management authentication, and receipt and application of transcripts from other institutions. Students wishing to make a request to utilize a preferred name in University records should contact the Registrar's Office.

Student Contact Information

Students are responsible to provide the Registrar's Office with changes to contact information including home address, work information, email addresses, phone numbers, or other key information. The student ~~should~~ ~~must~~ provide that information to the Registrar's Office within one week of the change through the Student Portal or email the Registrar's Office from the student's current email of record.

Page 13

Addition, Effective 9/1/2017

Student Concerns with Instructors

If a student has a concern with the instructor of his or her course, the student should first attempt to discuss his or her concerns with the instructor. If the student and instructor are not able to resolve the matter, the student may file an Instructional Issues form. An Instructional Issues form may be submitted based on the student's perception that any of the following conditions exist:

- Extended instructor absence from the classroom;
- Failure to respond to repeated attempts at communication*; or
- Detrimental behavior to a student's performance.

*If an instructor fails to respond to an email within 48 hours, then a student should submit a post in the "Ask Your Instructor" forum to verify that the email was received by the instructor, and allow the instructor an opportunity to respond (24 to 48 hours).

If a student wishes to appeal a final grade, the student must first discuss his or her concerns with the instructor who issued the grade. If a resolution cannot be found, then the student can proceed with filing a Grade Appeal form. Refer to the Grade Appeal Procedure in this section of this Catalog.

Page 13

Addition, Effective 9/1/2017

Instructional Issues Review Process

The Instructional Issues Review Process is an informal complaint procedure within the University intended to investigate situations in the classroom that may impact student success. The student must complete an Instructional Issues form to initiate this process and attach documentation supporting the concern.

The student's concerns will be thoroughly reviewed, and the student will receive a confirmation/summary email from a member of the Academic Operations Team. Then, within seven (7) business days, the Academic Operations Team will complete an investigation and begin corrective actions, if applicable.

Lastly, the student will receive follow-up communication from the Academic Operations Team, or designee, concerning the submitted Instructional Issues form. The communication will include a summary of findings and support for moving forward in the student's future courses at University of the Rockies.

Note: The University does not disclose confidential information about possible corrective action that may or may not occur in relation to a particular faculty member.

Page 20-21

Revision, Effective 9/1/2017

Academic or Title IV Fraud Conspiracy to Commit Fraud against the University

University of the Rockies students are expected to exemplify honesty, integrity and a respect for truth in all of their dealings. Fraudulent behavior or attempts to commit fraudulent behavior will not be tolerated. Behavior that demonstrates fraudulent activity includes but is not limited to:

- Knowingly furnishing false, falsified, or forged information to any member of the University Community, such as falsification or misuse of documents, accounts, records, identification or financial instruments;
- Acts of academic dishonesty, as defined in this Catalog; and
- Action or inaction by someone in collusion with a wrongdoer which fails to discourage a known and obvious violation of University policy or law.

When members of groups, individuals acting in collusion, or members of an organization act in concert in violation of this policy, they may be held accountable as a group. To prevent fraud, a designee in the Office of Student Affairs may, in lieu of Student Community Standards proceedings, impose individual and/or group sanctions up to and including immediate expulsion from the University, subject to appeal, upon a determination of student involvement in such behavior. Determinations will be made with respect to the involvement of each accused individual. In most circumstances, University of the Rockies will treat attempts to commit any of the violations listed previously as if those attempts had been completed.

Students suspected of academic or Title IV fraud will be placed on a finance and transcript hold. If the student is unresponsive, they will be unscheduled from future courses. For those students utilizing financial aid, this finance hold will prevent a financial aid disbursement until the issue is resolved through either the appeal process or through a Student Community Standards formal hearing. Students may be referred to the Office of the Inspector General (OIG) of the U.S. Department of Education for attempted fraud as deemed necessary by the University.

Page 33-34

Revision, Effective 9/1/2017

Involuntary Leave

The University of the Rockies considers the safety and well-being of its students, faculty, and staff as a top priority. The Involuntary Leave policy is not intended to be a substitute for appropriate disciplinary action when discipline is warranted, but may be used in cases when regular disciplinary proceedings cannot or should not

be used, and after attempts to encourage the student to initiate a voluntary leave have been exhausted. Involuntary Leave is available to protect the health and safety of the University community and is not a penalty. When a student engages in behavior that violates the Student Community Standards, the behavior will be addressed as a disciplinary matter under the applicable Standards.

A student may be subjected to Involuntary Leave if there is evidence that the student's continued attendance presents an unreasonable risk of harm to themselves or to members of the University community. The leave will endure for a pre-determined period, or until the student no longer poses an unreasonable risk of harm, at which time the leave will end and the student will be reinstated. Grounds for Involuntary Leave include:

- Represents a significant threat to the safety and health of members of the University community, including themselves; or
- Impedes the educational process or activities of the University and its personnel.

Procedure

~~When the University receives credible information regarding a student's behavior, statements, or actions, that may constitute grounds for Involuntary Leave, the Director of Student Affairs & Strategy, or designee, will meet with the student to review the reported behavior, actions, and or statements. If the University has a reasonable basis to believe that the student meets the criteria for Involuntary Leave, he or she may take any of the following actions:~~

- ~~• Impose an immediate Emergency Administrative Leave if there is compelling evidence that the student poses an immediate danger to the University community; or~~
- ~~• Require the evaluation of the student by an appropriate professional chosen by the University. The cost of the evaluation shall be paid for by the University's educational program. The evaluation shall be completed within ten (10) business days after the initial meeting with the Director of Student Affairs & Strategy, or designee, unless an extension is granted.~~

Evaluation

~~In situations where a mandatory evaluation by a professional is expected, the student will be required to sign written authorization to allow for the exchange of relevant information between the University and the evaluating professional. Failure to cooperate with the evaluation or sign the written authorization may result in a referral to the student conduct process. The professional making the evaluation shall assess the student's ability to safely participate in the University community. The assessment shall include a determination of:~~

- ~~• The severity of risk posed by the student to the health and safety of the University community;~~
- ~~• The probability that potential harm may occur, and~~
- ~~• Whether reasonable modifications of policies, practices, and procedures will sufficiently mitigate the risk.~~

~~If the evaluation results in a determination that the student's continued attendance poses no significant threat to the health and safety of the University community, the University shall take no further action under the Involuntary Leave policy.~~

~~If the evaluation results in a determination that the continued attendance of the student presents a significant threat to the health and safety of any member(s) of the University community, the University may refer the matter to the Office of Student Affairs and/or will conduct an Involuntarily Leave hearing to make an individualized and objective assessment of the student's ability to safely participate in the University's educational program. The assessment will include a determination of the severity of risk posed by the student to the health and safety of members of the University community, the probability that potential harm may occur, and whether reasonable modifications of policies, practices, and procedures will sufficiently mitigate the risk. The student may provide evidence showing he or she should not be placed on Involuntary Leave. If the hearing determines there is an unreasonable risk based on a high probability of substantial harm to members of the University community, the student will be placed on leave from the University.~~

~~During the period of either Emergency Administrative Leave or during a time period of Involuntary Leave after assessment, the student is not permitted to participate in University courses or events, or be present in any University facility or on any campus, except by the express permission of the Provost or designee. Appeals of an Involuntary Leave will be handled in accordance with the University of the Rockies Dispute Resolution Procedure for Student Complaints.~~

Page 35

Addition, Effective 9/1/2017

Gender/Sexual Discrimination, Misconduct, Harassment or Violence – Title IX/SaVE

Purpose

University of the Rockies is committed to maintaining an academic climate in which individuals of the university community have access to an opportunity to benefit fully from the University's programs and activities. When students experience acts of sexual misconduct, their sense of safety and trust is violated. This can significantly interfere with their lives, including their educational goals. This policy has been developed to proactively create an environment in which incidents of sexual misconduct can be promptly and effectively responded to without further victimization, retaliation, and with possible remediation of its effects.

Page 48

Addition, Effective 9/1/2017

Assessing Student Success

University of the Rockies has developed and maintains systems and instruments to assess student learning outcomes. Data gathered via these instruments are used to track and monitor the progression of students. By tracking and monitoring student progression, evaluation of standards, practices, and resource decisions can be made. This data also provides the University with meaningful input that is used to review and improve institutional processes.

Page 87

Revision, Effective 11/1/2017

Master of Arts Admission Requirements (Excluding Master of Arts in Counseling)

Students seeking admission to Master of Arts degree programs (excluding Master of Arts in Counseling) must hold a Bachelor's degree from a regionally or approved nationally accredited

institution of higher education or an equivalent international degree with a cumulative GPA of at least 2.0 on a 4.0 scale, or a Master's degree or higher from a regionally or approved nationally accredited institution. Students entering with a Bachelor's degree earned with a grade point average of 2.00 to ~~2.99~~ 2.74 will be placed on Academic Watch.

Full Admission Status Requirements

Students entering with a cumulative GPA of less than ~~3.0~~ 2.75 through (a) or (b) below but above a 2.0 are admitted on Academic Watch and are required to achieve a cumulative GPA of 3.00 and successfully complete 67% of credits attempted in their first payment period.

(a) Students with a Bachelor's degree only or who have fewer than 12 credits of graduate-level coursework will have their GPA calculated for only the Bachelor's degree.

(b) Students who have completed 12 credits or more of graduate-level coursework and do not have a ~~3.0~~ 2.75 undergraduate cumulative GPA may have their GPA calculated on the basis of their graduate coursework.

At the conclusion of Academic Watch, any student who does not meet the previously mentioned requirements will be *placed on a break and required to appeal to continue enrollment or complete an advisory activity based on University guidance. If the student does not complete the required appeal or advisory activity by the end of the break, they will be dismissed from the University. In order to re-enter, the student must complete the required appeal or advisory activity.*

Page 87-89

Revision, Effective 11/1/2017

Revision, Effective 2/7/2018

Master of Arts in Counseling Admission Requirements

Addiction Counseling, Clinical Mental Health Counseling, & Marriage, Couples, and Family Counseling Specializations

Students seeking admission to the Master of Arts in Counseling program with a specialization in Addiction Counseling, Clinical Mental Health Counseling, or Marriage, Couples, and Family Counseling must hold a Bachelor's degree from a regionally or approved nationally accredited institution of higher education or an equivalent international degree with a cumulative GPA of at least 2.0 on a 4.0 scale, or a Master's degree or higher from a regionally or approved nationally accredited institution. Students entering with a Bachelor's degree earned with a grade point average of 2.00 to ~~2.99~~ 2.74 will be placed on Academic Watch.

Admission Materials

An applicant must submit the following information and forms to be considered for full admission:

- Application for Admission;
- Official transcripts from all colleges, universities, or graduate schools attended;
- A criminal background check from <https://www.ejobapp-validityscreening.com/p/rockies6813> www.validityacademics.com;

- *Two letters of recommendation**;
- *An essay that responds to the prompts provided in the Admission Checklist**;* and
- Official copies of TOEFL or transcripts to satisfy the English language requirement, if applicable. ~~and~~

**Letters of recommendation should come from professional references. Professional references can include: current/former co-workers or supervisors, members of a committee on which you served or are currently serving, people you have volunteered for or with, someone who has led or worked with you in a group in which you participated, etc. Letters of recommendation should not be from personal references such as family members.*

***Applicants can review the Admission Checklist within the Online Application Portal or printed application. Applicants can also be provided the Admission Checklist after receipt of application.*

Full Admission Status Requirements

The following provisions must be met prior to the conclusion of the first term at University of the Rockies. To begin the second term, students must meet all admissions requirements applicable to their program and must complete all requirements outlined in the following:

- Submission of official transcripts from all post-secondary institutions attended, including official transcript from the regionally or approved nationally accredited institution that awarded the baccalaureate degree indicating a minimum GPA of 2.0 or a regionally or approved nationally accredited institution awarding a Master's degree or higher.
- Submission of a criminal background check from <https://www.ejobapp-validityscreening.com/p/rockies6813> www.validityacademics.com.
- Submission of official TOEFL results, if applicable.

Students entering with a cumulative GPA of less than ~~3.0~~ 2.75 through (a) or (b) below but above a 2.0 are admitted on Academic Watch and are required to achieve a cumulative GPA of 3.00 and successfully complete 67% of credits attempted in their first term.

(a) Students with a Bachelor's degree only or have fewer than 12 credits of graduate-level coursework will have their GPA calculated for only the Bachelor's degree.

(b) Students who have completed 12 credits or more of graduate-level coursework and do not have a ~~3.0~~ 2.75 undergraduate cumulative GPA may have their GPA calculated on the basis of their graduate coursework.

At the conclusion of Academic Watch, any student who does not meet the previously mentioned requirements will be *placed on a break and required to appeal to continue enrollment or complete an advisory activity based on University guidance. If the student does not complete the required appeal or advisory activity by the end of the break, they will be dismissed from the University. In order to re-enter, the student must complete the required appeal or advisory activity.*

Revision, Effective 11/1/2017

Doctor of Psychology (PsyD), Clinical Specialization Admission Requirements

Students seeking admission to the PsyD, Clinical Specialization must hold a Bachelor's degree from a regionally or approved nationally accredited institution of higher education or an equivalent international degree with a cumulative GPA of at least 2.0 on a 4.0 scale. Students entering with a grade point average of 2.00 to ~~2.99~~ 2.74 will be placed on Academic Watch.

Full Admission Status Requirements

Students entering with a cumulative GPA of less than ~~3.0~~ 2.75 through (a) or (b) below but above a 2.0 are admitted on Academic Watch and are required to achieve a cumulative GPA of 3.00 and successfully complete 67% of credits attempted in their first term.

(a) Students with a Bachelor's degree only or have fewer than 12 credits of graduate-level coursework will have their GPA calculated for only the Bachelor's degree.

(b) Students who have completed 12 credits or more of graduate-level coursework and do not have a ~~3.0~~ 2.75 undergraduate cumulative GPA may have their GPA calculated on the basis of their graduate coursework at the discretion of the Admissions Committee.

At the conclusion of Academic Watch, any student who does not meet the previously mentioned requirements will be *placed on a break and required to appeal to continue enrollment or complete an advisory activity based on University guidance. If the student does not complete the required appeal or advisory activity by the end of the break, they will be dismissed from the University. In order to re-enter, the student must complete the required appeal or advisory activity.*

Page 96-97

Revision, Effective 11/1/2017

Repeating Courses

Master's Level Programs:

A student may repeat any course with grades of NP, U, and WU once. A maximum of two different courses with grades of NP, U, and WU may be repeated. There is no restriction on the number of courses with a grade of C or C+ that may be repeated at the Master's level so long as other requirements of satisfactory academic progress are met.

If a single course is failed more than once, or more than two different courses are failed, students exceed the number of allowable NP, U, and WU grades. *If a student has less than a 3.0 GPA and exceeds the number of allowable NP, U, and WU grades, the student ~~and~~ will be academically dismissed from their program of study. If the student has a 3.0 GPA or greater, the student will be granted an exception to the number of allowable NP, U, and WU grades and may continue attending courses without interruption, but the student must retake any unsuccessful grades applicable to the current program within the next three (3) courses.* While all courses and grades remain on a student's transcript, any course with a grade of NP, U, or WU may be excluded from this policy if a subsequent 18 credits of coursework with grades of B- or better is completed.

Doctorate Level Programs:

A student may repeat any course with grades of C, C+, NP, U, and WU once. A maximum of two different courses with grades of C, C+, NP, U, and WU may be repeated. Grades of C and C+ will count

towards meeting degree requirements; however, a student may only receive a combination of two C, C+, NP, U, and WU grades at the Doctorate level.

If a single course is failed more than once, or more than two different courses are failed, students exceed the number of allowable C, C+, U, and WU grades. *If a student has less than a 3.0 GPA and exceeds the number of allowable C, C+, U, and WU grades, the student ~~and~~ will be academically dismissed from their program of study. If the student has a 3.0 GPA or greater, the student will be granted an exception to the number of allowable C, C+, U, and WU grades and may continue attending courses without interruption, but the student must retake any unsuccessful grades applicable to the current program within the next three (3) courses.* While all courses and grades remain on a student's transcript, any course with a C, C+, U, or WU grade may be excluded from this policy if a subsequent 18 credits of coursework with grades of B- or better is completed.

Doctorate level students may earn a maximum of two NP grades in Dissertation, Dissertation Extension, Applied Doctoral Project, and/or Applied Doctoral Project Extension courses. Students who exceed the number of allowable NP grades in Dissertation, Dissertation Extension, Applied Doctoral Project, and/or Applied Doctoral Project Extension courses will be academically dismissed from their program of study.

Doctor of Psychology, Clinical Specialization Program:

A student may repeat any course with grades of C, C+, NP, U, and WU once. A maximum of two different courses with grades of C, C+, NP, U, and WU may be repeated. Grades of C and C+ will count towards meeting degree requirements; however, a student may only receive a combination of two C, C+, NP, U, and WU grades in their program.

If a single course is failed more than once, or more than two different courses are failed, students exceed the number of allowable C, C+, NP*, U, and WU grades. *If a student has less than a 3.0 GPA and exceeds the number of allowable C, C+, NP*, U, and WU grades, the student ~~and~~ will be academically dismissed from their program of study. If the student has a 3.0 GPA or greater, the student will be granted an exception to the number of allowable C, C+, NP*, U, and WU grades and may continue attending courses without interruption but the student must retake any unsuccessful grades applicable to the current program within the next three (3) courses.* While all courses and grades remain on a student's transcript, any course with a C, C+, NP, U, or WU grade may be excluded from this policy if a subsequent 30 credits of coursework with grades of B- or better is completed.

*Excludes NP grades earned in Dissertation, Dissertation Extension, Applied Doctoral Project, and Applied Doctoral Project Extension courses.

Doctorate level students may earn a maximum of two NP grades in Dissertation, Dissertation Extension, Applied Doctoral Project, and/or Applied Doctoral Project Extension courses. Student who exceed the number of allowable NP grades in Dissertation, Dissertation Extension, Applied Doctoral Project, and/or Applied Doctoral Project Extension courses will be academically dismissed from their program of study.

Revision, Effective 11/1/2017

Incomplete Grades Policy

Incomplete ("I") grades are issued at the discretion of the instructor ~~and based upon compelling circumstances.~~ *To request an incomplete grade review, students can submit an Incomplete Grade Request form to their instructor.* The "I" grade appears on the grade reports and/or official transcripts. To issue a grade of "I" for a course, the following conditions ~~should~~ **must** be met:

- The student's coursework to date in the course ~~should~~ **must** be of passing quality. Incompletes will not be granted to students hoping to improve their grades.

- The student must send a formal request (*Incomplete Grade Request form*) for the incomplete to the instructor *prior to the submission of the student's final grade for the course.* ~~Incompletes requested in the last week of class will be denied, unless a compelling reason is addressed.~~

- The instructor ~~should~~ **must** approve the plan presented by the student for satisfying the requirements of the course and meet attendance requirements for the course. Students must meet weekly attendance requirements through the end of the course.

- The student has up to ~~half a one~~ term (non-standard term) or 15 ~~30~~ days (non-term), based on instructor discretion, from the last day of the course to finish his or her coursework, unless an extension is otherwise approved by the Dean of the appropriate *program level School*. If the student does not complete the work, his or her grade automatically defaults to the grade earned as of the conclusion of the course.

- Regardless of a request for an incomplete grade, students are responsible for adhering to all program attendance policies. Incomplete grades will not be issued to students who have not met attendance requirements for the entire course.

- Students experiencing extreme temporary hardship during the last 33% of a course should request an incomplete grade through their instructor prior to the course end date. However, there may be extreme circumstances that prohibit a student from making this request prior to the conclusion of a course. To appeal for an "I" grade after the end date of a course, the student ~~should~~ **must** fax or email the written grade appeal with official documentation of the hardship experienced. An incomplete grade or a grade of "W" may be approved and applied through the appeal process for the following documented reasons that directly impacted the student's ability to complete the course requirements or program during the last 33% of the course:

- Documented military duty that resulted in an inability to continue in the course or program^;
- Documented personal or immediate family medical emergency*;
- Documented act of nature;
- Documented death in the immediate family*; or
- Documented temporary severe economic hardship.

- Students who are administratively dropped from a course for not meeting attendance requirements are not eligible to receive an "I"

grade. Students who are not able to complete at least 67% of the course prior to requesting an incomplete grade are also ineligible.

- Due to required hours necessary for a particular term of a registered Practicum and the multiple term experience for Internship, and Dissertation/Applied Doctoral Project courses, incomplete grades may not be issued for Practicum, Internship, or Dissertation/Applied Doctoral Project courses, with the exception of the final Practicum or Internship course in the series.

Page 102

Addition, Effective 11/1/2017

Pathway to the Rockies Program

Students who graduate from an Ashford University (AU) Master’s program may be eligible to transfer up to six (6) applicable Master’s level credits earned as part of their AU Master’s program to a University of the Rockies Doctoral program.

Students must meet the following criteria in order to qualify for the Pathway to the Rockies Program:

- Must have a 3.5 or higher cumulative GPA in completed AU Master’s program.
- Must be a new student who has never attended University of the Rockies.
- Must be in good financial standing at AU.
- Must complete a Pathway to Rockies Program Request form.
- Applicable courses must be approved by the University of the Rockies’ Transfer Credit Committee.

Page 102

Addition, Effective 11/1/2017

Pathway to a Rockies Doctoral Program

Students who graduate from a University of the Rockies (UoR) Master’s program may be eligible to apply up to six (6) applicable Master’s level credits earned as part of their UoR Master’s program to a University of the Rockies Doctoral program.

Students must meet the following criteria in order to qualify for the Pathway to a Rockies Doctoral Program:

- Must have a 3.5 or higher cumulative GPA in completed UoR Master’s program.
- Must be a new Doctoral student who has never attended at the Doctoral level at UoR.
- Must be in good financial standing at UoR.
- Must not have any Holds with UoR.
- Must complete a Pathway to a Rockies Doctoral Program Request form.
- Applicable courses must be approved by the University of the Rockies’ Transfer Credit Committee.

Page 137-146

Revision, Effective 2/7/2018

Program Requirements

Master of Arts in Psychology, Career Management and Counseling Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5420	Principles of Social Psychology	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
PSY 5130	Life Span Development	3
PSY 5003	Introduction to Applied & Professional Psychology	3
PSY 5280	Ethics, Laws & Standards of Professional Practice	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	Learning Theory & Behavioral Applications	3
PSY 6501	Psychology of Personality	3

Spec. Course		Credits
PSY 5610	Psychometrics: Tests & Measurements	3
PSY 6290	Learning Theory & Behavioral Applications	3
ORG 6522	Fundamentals of Coaching	3
PSY 6120	Lifestyle & Career Development	3
PSY 6121	Theories & Techniques of Career Counseling	3
PSY 6122	Occupational/Educational Information	3

Master of Arts in Psychology, General Psychology Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5420	Principles of Social Psychology	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
PSY 5130	Life Span Development	3
PSY 5003	Introduction to Applied & Professional Psychology	3
PSY 5280	Ethics, Laws & Standards of Professional Practice	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	Learning Theory & Behavioral Applications	3
PSY 6501	Psychology of Personality	3

Spec. Course		Credits
PSY 5410	Physiological Bases of Behavior	3
PSY 5520	Cognitive & Affective Bases of Behavior	3
PSY 6290	Learning Theory & Behavioral Applications	3
ORG 6522	Fundamentals of Coaching	3

PSY 5610	Psychometrics: Tests & Measurements	3
PSY 5330	History of Psychology	3

Master of Arts in Psychology, Sport and Performance Psychology Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5420	Principles of Social Psychology	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
PSY 5130	Life Span Development	3
PSY 5003	Introduction to Applied & Professional Psychology	3
PSY 5280	Ethics, Laws & Standards of Professional Practice	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	<i>Learning Theory & Behavioral Applications</i>	3
PSY 6501	Psychology of Personality	3

Master of Arts in Psychology, Criminology and Justice Studies Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5130	Life Span Development	3
PSY 5420	Principles of Social Psychology	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	<i>Learning Theory & Behavioral Applications</i>	3
RES 5240	Applied Research Methods	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
ORG 6520	Professional Ethics, Standards of Practice & Law	3

Master of Arts in Psychology, Health and Wellness Psychology Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5130	Life Span Development	3
PSY 5420	Principles of Social Psychology	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	<i>Learning Theory & Behavioral Applications</i>	3
RES 5240	Applied Research Methods	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
ORG 6520	Professional Ethics, Standards of Practice & Law	3

Master of Arts in Psychology, Industrial Organizational (I/O) Psychology Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5130	Life Span Development	3
PSY 5420	Principles of Social Psychology	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	<i>Learning Theory & Behavioral Applications</i>	3
RES 5240	Applied Research Methods	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
ORG 6520	Professional Ethics, Standards of Practice & Law	3

Master of Arts in Psychology, Mediation and Conflict Resolution Specialization

Core Course		Credits
ORG 6499	Cultural Diversity & Individual Differences	3
PSY 5130	Life Span Development	3
PSY 5420	Principles of Social Psychology	3
PSY 5290	Theories & Techniques of Counseling	3
PSY 6290	<i>Learning Theory & Behavioral Applications</i>	3
RES 5240	Applied Research Methods	3
RES 5400	Understanding, Interpreting, & Applying Statistical Concepts	3
ORG 6520	Professional Ethics, Standards of Practice & Law	3

Page 147-153

Revision, Effective 9/1/2017

Program Requirements

Doctor of Philosophy (PhD) in Organizational Development and Leadership, Standard Program of Study Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation*	5

*Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.

Doctor of Philosophy (PhD) in Organizational Development and Leadership, Training and E-Learning Specialization

Capstone and Dissertation Courses

ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation*	5

**Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Philosophy (PhD) in Organizational Development and Leadership, Innovation and Entrepreneurship Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation*	5

**Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Philosophy (PhD) in Organizational Development and Leadership, Organizational Diversity Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation*	5

**Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Page 154-164

Revision, Effective 9/1/2017

Program Requirements

Doctor of Psychology (PsyD), Criminology and Justice Studies Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Psychology (PsyD), Educational Leadership Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Psychology (PsyD), Health and Wellness Psychology Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Psychology (PsyD), Industrial Organizational (I/O) Psychology Specialization

Capstone and Dissertation Courses		
ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Psychology (PsyD), Mediation and Conflict Resolution Specialization

Capstone and Dissertation Courses		
-----------------------------------	--	--

ORG 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Psychology (PsyD), Sport and Performance Psychology Specialization

Capstone and Dissertation Courses		
PSY 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Page 170-173

Revision, Effective 9/1/2017

Program Requirements

Doctor of Psychology (PsyD), Clinical Specialization

RES 8990/8992	Dissertation***	5
---------------	-----------------	---

****Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Page 191-192

Revision, Effective 9/1/2017

Program Requirements

Doctor of Philosophy (PhD) in Education

Capstone and Dissertation Courses		
EDU 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered*

for RES 8992, and the Dissertation Support Fee will no longer be charged.

Page 193-198

Revision, Effective 9/1/2017

Program Requirements

Doctor of Philosophy (PhD) in Human Services, Standard Program of Study Specialization

Capstone and Dissertation Courses		
HUM 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Philosophy (PhD) in Human Services, Mental Health Administration Specialization

Capstone and Dissertation Courses		
HUM 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Doctor of Philosophy (PhD) in Human Services, Nonprofit Management Specialization

Capstone and Dissertation Courses		
HUM 8770	Doctoral Capstone Seminar	4
RES 8910	Dissertation Planning I	1
RES 8912	Dissertation Planning II	1
RES 8990/8992	Dissertation**	5

***Students writing a Dissertation must complete a total of 5 credits by registering for five consecutive terms of Dissertation credit, one credit per term. Students will be registered for RES 8990 upon beginning Dissertation until they have successfully passed the Preliminary Oral Defense. At this point, students will be registered for RES 8992, and the Dissertation Support Fee will no longer be charged.*

Page 248-249

Revision, Effective 9/1/2017

Board of Trustees

Chris Henn, BA

Chris Henn joined the Board in March, 2016. As Executive Vice President and Chief Operating Officer for Bridgepoint Education, he oversees the operational aspects of Bridgepoint, including functional areas such as marketing, shared services, and information technology. Mr. Henn joined Bridgepoint in 2015. Mr. Henn has extensive experience in the insurance industry and spent 15 years at Esurance. In his last position he served as Managing Director—Product, where he oversaw the rapid expansion of all Esurance programs and helped grow the company from a mono-line automotive insurance carrier in 30 states to a multiline insurance company writing automotive policies in 43 states, renter’s policies in 19 states, homeowner’s policies in 16 states, and motorcycle policies in 11 states. At Esurance, Mr. Henn also served as Managing Director/Chief Operating Officer and Senior Vice President—Insurance Operations. Mr. Henn holds a BA in Economics from John Carroll University in Cleveland, Ohio.

Course Descriptions

(New or revised only)

Please see the Course Descriptions section in the Academic Catalog for courses not listed below.

CSL 5280 Ethics, Laws & Standards of Professional Practice 3 credits

This course is a study of the ethical and legal issues confronting the practicing counselor. Topics related to clinical methodology, standards of practice, and inter-professional relations are explored. Students learn principles of ethical decision-making, standards for human and animal use in research, and standards of care specified by state and federal laws. Emphasis is placed on exploration of the emotional impact that major ethical and legal dilemmas have on decision-making. Students also master the current Code of Ethics of the American Counseling Association and other professional codes of ethics, such as the code of the American Association of Marriage and Family Therapy or the code of the American Psychological Association. ~~Cross-listed as and equivalent to PSY 5280.~~ **This course may not be transferred in.**

ORG 6520 Professional Ethics, Standards of Practice & Law 3 credits

This course is a study of the ethical and legal issues confronting ~~practicing professionals~~ **organizational leadership**. Topics related to *ethics, standards of practice, and professional conduct* ~~discrimination and anti-harassment, personnel selection procedures, standards for psychological testing, and social media~~ will be explored. Students ~~will~~ learn principles of ethical decision-making, *standards for human and animal use in research, and standards of care specified by state and federal laws* ~~and corporate social responsibility~~ as well as ~~explore the impact that major ethical and legal dilemmas create for organizations.~~ *Emphasis is placed on exploration of the emotional impact that major ethical and legal dilemmas have on decision-making* ~~Students will master the importance of non-discrimination and anti-harassment legal principles including affirmative action, Title VII of the Civil Rights Act of 1991, as well as the Equal Employment Opportunity Act of 1972 through the study of laws and relevant court decisions.~~ Students will also ~~master the current code of ethics of the American Psychological Association and other relevant~~ *examine the professional code of ethics for their professional discipline.* ~~Students will further master essential consumer protection principles.~~ Equivalent to EDU 5200/ ORG 6217/ORG 6752/PSY 5280.

PSY 5280 Ethics, Laws & Standards of Professional Practice 3 credits

This course is a study of the ethical and legal issues confronting those practicing in human services. Topics related to clinical methodology, standards of practice, and inter-professional relations are explored. Students learn principles of ethical decision making, standards for human and animal use in research, and standards of care specified by state and federal laws. Emphasis is placed on exploration of the emotional impact that major ethical and legal dilemmas have on decision making. Students also master the current code of ethics of the American Psychological Association and other professional codes of ethics, such as the code of the American Association of Marriage and Family Therapy or the code of the American Counseling Association. *Equivalent to ORG 6520* ~~Cross-listed as and equivalent to CSL 5280.~~ **This course may not**

be transferred in for the Doctor of Psychology, Clinical Specialization.

RES 8990 Dissertation (1 credit per term, 5 terms) 1 credit (each)

Students writing a dissertation must complete a total of 5 credits by registering for five consecutive terms of dissertation credit, one credit per term. Dissertations are written per the policies, practices and procedures in the Dissertation Handbook. Clinical program students register for dissertation after they complete PSY 7620, Professional Issues in Clinical Psychology. Cross-listed as and equivalent to EDU/HUM/ORG/PSY 8990/RES 8992.

RES 8991 Dissertation Extension 1 credit

~~When Dissertation extends beyond 5 credit hours or one year in length,~~ students must register in Dissertation Extension consecutively until the Dissertation is complete. Cross-listed as and equivalent to EDU/HUM/ORG/PSY 8991/RES 8993.

RES 8992 Dissertation (1 credit per term, 5 terms) 1 credit (each)

Students writing a dissertation must complete a total of 5 credits by registering for five consecutive terms of dissertation credit, one credit per term. Dissertations are written per the policies, practices, and procedures in the Dissertation Handbook. Students are registered for RES 8992 after successfully passing the Preliminary Oral Defense, at which point the Dissertation Support Fee is no longer charged. Clinical program students register for dissertation after they complete PSY 7620, Professional Issues in Clinical Psychology. Cross-listed as and equivalent to RES/EDU/HUM/ORG/PSY 8990.

RES 8993 Dissertation Extension 1 credit

When Dissertation extends beyond 5 credit hours, students must register in Dissertation Extension consecutively until Dissertation is complete. Students are registered for RES 8993 after successfully passing the Preliminary Oral Defense, at which point the Dissertation Support Fee is no longer charged. Cross-listed as and equivalent to RES/EDU/HUM/ORG/PSY 8991.